

**ESSEX COUNTY SOIL AND WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
November 19th, 2020**

Meeting was called to order at 7:35 a.m. by Chairman Tyler at the Westport Town Hall.

Attendance: Board members - Ike Tyler, Dave Blades, Anna Reynolds, Jim Monty, Ben Leerkes;
SWCD - Alice Halloran, Lois Sayward, Daniel Berheide

MOTION to accept the October 15th, 2020 minutes was made by Leerkes, seconded by Blades, and carried.

Correspondence – Lake Champlain Basin Program Hydroseeder award letter, and virtual Legislative Days letter were passed around.

Chairman’s Update – No update.

Secretary Update (Lois) - was reviewed by the Board (Appendix 1)

MOTION to accept the November update was made by Blades, seconded by Leerkes, and carried.

District Manager Update (Alice) - was reviewed by the Board (Appendix 2)

MOTION to accept the November update was made by Monty, seconded by Leerkes, and carried.

Technician Update (Olivia) - was reviewed by the Board (Appendix 3)

MOTION to accept the November update was made by Blades, seconded by Tyler, and carried.

Technician Update (Daniel) - was reviewed by the Board (Appendix 4)

MOTION to accept the November update was made by Blades, seconded by Leerkes, and carried.

OLD BUSINESS

- **Landowner Grant/Bid Information Sheet** – A revised landowner grant/bid information sheet was sent out to review. This was a summary of landowner/grant bidding information to be used for agricultural grants. **MOTION** to approve the revised grant/bid information sheet was made by Leerkes, seconded by Blades, and carried.
- **2017 Ford Truck Surplus Bid** – The surplus 2017 Ford F-250 Pickup was listed on Auctions International. The highest bid came in at \$34,000.00. (Appendix 8) **MOTION** to approve the \$34,000.00 highest bid from Auctions International was made by Blades, seconded by Leerkes, and carried.
- **Game of Logging Grant** - The Game of Logging Courses 1 & 2 being held November 14th and 21st sponsored by Essex County CCE and Essex SWCD was awarded a grant to fund the training from International Paper. Carly Summers (Essex County CCE) applied for and was awarded the grant, so the district will not need to expend the \$1,100.00 approved at the October meeting.
- **Mine Reclamation Hydroseeding** – After a discussion regarding Essex County SWCD hydroseeding a mine on private property, the subject was tabled. Chairman Tyler will contact the county attorney about the boards concerns and report back.

NEW BUSINESS

- **2021 APOW** – The 2021 Annual Plan of Work was sent out prior to the meeting for board review. Upon board approval, the plan will be submitted to the New York State Soil & Water Conservation Committee. **MOTION** to approve the 2021 Annual Plan of Work was made by Monty, seconded by Reynolds, and carried.
- **Overlook Green Infrastructure** – Essex County SWCD received a \$11,350.00 Overlook Green Infrastructure grant for drainage issues. This is a planning grant to address the problems. The area of concern is below the school in Bloomingdale. Jim expressed concerns with state funding and the 20% cuts in funding due to budget deficits. **MOTION** to approve signing the \$11,350.00 Overlook Green Infrastructure Grant was made by Monty, seconded by Leerkes, and carried.
- **Disposition of Records** – Lois (Records Management Officer) has records through fiscal year 2013 ready to be disposed of according to the disposition requirements. **MOTION** to dispose of records through fiscal year 2013 per schedule LGS-1 NYS Archives (Appendix 9) was made by Leerkes, seconded by Monty, and carried.
- **Performance Evaluations** – Performance Evaluations must be done by the end of the year. Alice will complete the staff evaluations. The board will do Alice's annual evaluation.
- **2021 Legislative Day March 1st and 2nd** – Discussed earlier in the meeting.
- **Air Purifiers** – Alice would like to purchase two air purifiers for the office. All agreed it was a good idea. **MOTION** to purchase two air purifiers not to exceed \$500.00 was made by Leerkes, seconded by Blades, and carried.

DISTRICT TREASURER

- A. Financial reports were presented to the Directors (Appendix 5)
MOTION by to accept the November report as presented was made by Blades, seconded by Leerkes, and carried.
- B. Bills due for payment were presented to the Board for approval. (Appendix 6)
MOTION to accept the November bills for approval, and pay as such was made by Leerkes, seconded by Reynolds, and carried.

COOPERATING AGENCIES

NRCS Report – No report. Essex SWCD had a teleconference yesterday with project updates.

NYSSWCC – (Appendix 7)

OTHER

Next Meeting – December 17th, 2020 @ 7:30 a.m. at the Westport Town Hall

MOTION to adjourn the meeting at 8:05 a.m. was made Reynolds, unanimous second, and carried.

Attachments: Appendix 1 - Secretary Update (Lois)
Appendix 2 - District Manager Update (Alice)
Appendix 3 - Technician Update (Olivia)
Appendix 4 - Technician Update (Daniel)
Appendix 5 - Financial Report
Appendix 6 - Bills
Appendix 7 - NYSSWCC
Appendix 8 – Auctions International Bid for surplus 2017 Ford truck
Appendix 9 – Records Disposition Schedule LGS-1

Submitted by:

Lois Sayward
Secretary to the Board