

**ESSEX COUNTY SOIL AND WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES**

February 14th, 2019

Meeting was called to order at 7:30 a.m. by Vice Chairman Ike Tyler.

Attendance: Board members – Ike Tyler, Dave Blades and Anna Reynolds. SWCD – Alice Halloran, Lois Sayward, Amy Calkins, Olivia Dickenson, Daniel Berheide; NRCS – Tricia LaValley

Excused: Chairman Gerald Morrow and Karl teRiele

MOTION to accept the January 17th, 2019 minutes was made by Blades, seconded by Reynolds, and carried.

Correspondence – Alice passed around some correspondence for the directors to review.

Vice Chairman's Update – No update.

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

MOTION to accept the February update was made by Blades, seconded by Reynolds, and carried.

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

MOTION to accept the February update was made by Reynolds, seconded by Blades, and carried.

Technician Update (Amy) was reviewed by the Board (Appendix 3)

MOTION to accept the February update was made by Reynolds, seconded by Blades, and carried.

Technician Update (Olivia) was reviewed by the Board (Appendix 4)

MOTION to accept the February update was made by Blades, seconded by Reynolds and carried.

OLD BUSINESS

- **Technician** – Daniel Berheide was welcomed to the Essex SWCD staff.
- **Annual State Reports** – All of the State Aid to Districts reports, and the Annual Report of the Treasurer had been filed by the February 15th deadline.

NEW BUSINESS

- **MOU between Essex SWCD and Essex County DPW** – A Memorandum of Understanding between Essex County SWCD and Essex County DPW had been sent to the Directors prior to the meeting to review. **MOTION** to approve the MOU was made by Reynolds, seconded by Blades, and carried.
- **Surplus Tractor Mounted Post Pounder** – The new post pounder is in high demand for use. Alice would like permission to surplus the tractor mounted post pounder, since it does not get as much use. The board would like to keep the tractor mounted post pounder for use when the new post pounder is broken, or for others who have used it in the past. Repairs will have to be made to the old post pounder before it can be used. Estimates of the cost for repairs will be given to the board before moving forward. Amendments to the rental equipment will need to be made before the equipment is used. One farmer requested use of the post pounder for a month. The board agreed equipment should not be out for more than a week without checking to see if someone else

needs it. If it isn't needed, the farmer can use for another week. This will be added to the rental agreement.

- **Upper Hudson Administration Grant** – There is a \$2,000.00 Administration fee to be paid for the new CWICNY DEC WQIP grant for erosion improvement. Essex County SWCD will receive approximately \$65,000.00 from this grant for erosion improvement projects in Essex County, and \$5,000.00 for staff time.
- **Approve Payment of Bills** – Since there will be five weeks between meetings, Lois would like permission to pay bills that are due without paying late fees. **MOTION** to approved payment of bills due prior to the March meeting was made by Blades, seconded by Reynolds, and carried.
- **Stormwater Training** – Amy would like permission to attend a stormwater training in Saratoga. The cost to attend is \$225.00. This training would be useful for the Green Infrastructure grant Amy is working on. Alice was thinking about attending a different training. **MOTION** to approve Amy and Alice attending the stormwater training, or another Technician if Alice was unable to attend was made by Reynolds, seconded by Blades, and carried.

Daniel would like to attend the Symposium in Syracuse March 12th – 15th. **MOTION** granting permission for Daniel to attend the Symposium at a cost of \$620.00 was made by Reynolds, seconded by Reynolds, and approved.

DISTRICT TREASURER

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

Daniel would like to attend the Symposium in Syracuse March 12th – 15th. **MOTION** granting permission for Daniel to attend the Symposium at a cost of \$620.00 was made by Reynolds, seconded by Reynolds, and approved.

COOPERATING AGENCIES

NRCS Report – (Appendix 7) Tricia was present to give her report.

NYSSWCC – (Appendix 8)

OTHER

Next Meeting – March 21st, 2019 @ 7:30 a.m.

Dave Blades will not be able to attend the March 21st meeting.

MOTION to adjourn was made by Tyler, seconded by Reynolds, and carried. The meeting was adjourned at 8:05 a.m.

Attachments: Appendix 1 - Secretary Update (Lois)
 Appendix 2 – District Manager Update (Alice)
 Appendix 3 - Technician Update (Amy)
 Appendix 4 – Technician Update (Olivia)
 Appendix 5 - Treasurer’s Report
 Appendix 6 - Bills for Approval
 Appendix 7 – NRCS Report
 Appendix 8 – NYSSWCC Report

Submitted by:

Lois Sayward
Secretary to the Board