

**ESSEX COUNTY SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS MEETING  
MINUTES  
October 26<sup>th</sup>, 2017**

Meeting was called to order at 7:30 a.m. by Chairman Morrow.

Attendance: Board members – Gerald Morrow, Dave Blades, Karl teRiele; SWCD – Dave Reckahn, Lois Sayward, Laura Benedict, Alice Halloran, Amy Calkins

Excused: David Holland and Ed Gardner

**MOTION** to accept the September 21<sup>st</sup>, 2017 minutes was made by Blades, seconded by teRiele, and carried.

**Correspondence** – No correspondence.

**Chairman’s Update** – Chairman Morrow did not have an update.

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

**MOTION** to accept the October update was made by Blades, seconded by teRiele, and carried.

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

**MOTION** to accept the October update was made by teRiele, seconded by Blades, and carried.

**Conservation Technician Update (Laura)** was reviewed by the Board (Appendix 3)

**MOTION** to accept the October update was made by Blades, seconded by teRiele, and carried.

**Conservation Technician Update (Alice)** was reviewed by the Board (Appendix 4)

**MOTION** to accept the October update was made by teRiele, seconded by Blades, and carried.

**Conservation Technician Update (Amy)** was reviewed by the Board (Appendix 5)

**MOTION** to accept the October update was made by Blades, seconded by teRiele, and carried.

**OLD BUSINESS**

- **2018 APOW** – The 2018 Annual Plan of Work was reviewed by Brian Steinmuller and sent in to the directors to review before the meeting. **MOTION** to approve the 2018 Annual Plan of Work was made by teRiele, seconded by Blades, and carried.
- **TRUCK BID** – The new truck is due to come in November. Dave would like to order another truck to replace the Ford truck since it has 25,000 miles on it. Dave would like to claim the Part A eligible expense. By trading regularly, we always have a truck under warranty. Chairman Morrow would like to see us deal locally if possible. Dave said there may be a bid we could piggy back on. He will check with Linda Wolf at the county. **MOTION** to go out to bid for a new truck was made by Blades, seconded by teRiele, and carried.
- **COMPUTERS** – Lois’s new computer was ordered through state contract, and she is very happy with it. Laura’s computer has been ordered through Best Buy, since after going through the county and Staples, this was where she found one with the specs she needed. The Carbonite back-up is working on all the computers in the office. Dave said we may need to revisit the

e-mail provider, since we have been having issues again.

- **AG DISTRICT MEETING** – The Ag District meeting is scheduled to meet at the Economic Development Committee meeting December 11<sup>th</sup> at 10:30 a.m. After the meeting, a meeting will be held to see who will be taking the lead in the future. Cornell Cooperative Extension, the Essex County Planning Department or Essex County Soil & Water Conservation District will have to decide who will want to take on the role of lead. Dave would like to see Essex County SWCD stay involved, but not necessarily as the lead agency.
- **DEC WQIP BOQUET** – Essex County SWCD is working with the county DPW, and the engineer who is doing the design for the project.
- **PART C TIRE COLLECTION** – The Part C tire collection held October 14<sup>th</sup> at the Fairgrounds was very successful. Over 1,300 tires were collected, and many people would like to see another one held.

### **NEW BUSINESS**

- **2018 PART B** – The Part B 2018 Conservation Project Financial Assistance request in the amount of \$6,000.00 is due to be submitted to the NYS Soil and Water Conservation Committee November 1<sup>st</sup>. Creating forest management plans for Essex County forest land will be the project request. **MOTION** to approve the 2018 Part B Conservation Project Assistance request for forest management plans was made by teRiele, seconded by Blades, and carried.
- **CPESC RENEWAL** – Laura’s certified professional erosion sediment control renewal fee is due. The fee is \$135.00. **MOTION** to approve the \$135.00 CPESC fee was made by Blades, seconded by teRiele, and carried.
- **LCBP GRANTS** – The next round of Lake Champlain Basin Program grants proposals are due November 15<sup>th</sup>. The staff would like permission to put in grants for pollution prevention and wildlife habitat conservation, education, and community resilience. The grants are all reimbursement grants. **MOTION** to apply for the pollution prevention and wildlife habitat conservation, education, and community resilience grants was made by teRiele, seconded by Blades, and carried.
- **NORTHWOODS FOREST CONSULTANTS LLC CONTRACT-** Dave would like to enter into a contract with Northwoods Forest Consultants LLC, to do forestry work for the district at a rate of \$50.00 per hour. Dave has permission from the Regional Conservation Protection Program (RCP) to reimburse them for the work, since Laura is busy with county forest land. **MOTION** to enter into a contract with Northwoods Forest Consultants at a rate of \$50.00 per hour was made by Blades, seconded by teRiele, and carried.

### **DISTRICT TREASURER**

- A. Financial report was presented to the Directors (Appendix 6)  
**MOTION** by to accept the October report as presented by teRiele, seconded by Blades, and carried.
- B. Bills due for payment were presented to the Board for approval. (Appendix 7)  
**MOTION** by Blades to accept the October bills for approval, and pay as such, seconded by teRiele, and carried.

## **COOPERATING AGENCIES**

NRCS Report – Sarah Trumbull was not present to give a report.

NYSSWCC Report – (Appendix 8)

## **OTHER**

Dave reported he would like to schedule director training after the November meeting. There was a question on whether the training held earlier in the year would count towards performance measures. Dave would like to do a power point on state aid.

The Division V meeting held October 25<sup>th</sup> went well. Brian Steinmuller attended from the state, and was very impressed with the presentations.

### **Next Meeting – November 16<sup>th</sup>, @ 7:30 a.m.**

The meeting was adjourned at 7:58 a.m.

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

Submitted by:

Lois Sayward  
Secretary to the Board