

**ESSEX COUNTY SOIL AND WATER CONSERVATION DISTRICT  
BOARD OF DIRECTORS MEETING  
MINUTES  
July 16<sup>th</sup>, 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, Olivia Dickenson

**MOTION** to accept the June 18<sup>th</sup>, 2020 minutes was made by Leerkes, seconded by Reynolds, and carried.

**Correspondence** – NACD dues solicitation letter.

**Chairman’s Update** – No update.

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

**MOTION** to accept the July update was made by Blades, seconded by Monty, and carried.

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

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

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

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

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

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

**OLD BUSINESS**

- **Equipment Rental Agreement** – The amended equipment rental agreement was sent out prior to the meeting with the noted change (all landowners **MUST** provide a Certificate of Liability Insurance to SWCD, naming Essex County SWCD as additional insured). Jim would also like to see a return date in the agreement. It could be rented a week at a time, and extended only if there is no one else waiting for the equipment. **MOTION** to approve the Equipment Use Agreement with the return date in the agreement was made by Monty, seconded by Leerkes, and carried.
- **Tire Drive in Moriah** – The tire drive held at the Moriah Highway Garage was very successful. The trailer was full in a little over two hours.
- **2021 Budget** – There has been no official state funding report out yet. Some are saying to plan on cutting 20% out of your budget next year due to the Covid-19 pandemic, and all of the unexpected costs related to it. The district has not asked the county for an increase in funding in at least five years, and feels they are going to have to request one due to lack of revenue this year from workshops, grants, and possible loss of cuts from the state aid we receive. We are also anticipating higher insurance and retirement contributions. The district contracts for numerous services with the county, and receives grant funding for farmers, municipalities, and landowners. The district will request a \$20,000.00 increase next year due to the above listed circumstances.
- **Truck Bid Specs** – The truck bid specs were sent out to the board prior to the meeting to review. The board would like the district to move forward with the bid process.

- **Boquet River Stream Restoration WQIP** - Alice explained how the original scope of the projects outlined in the grant had changed. There were five projects in the original grant award. We only have enough funding to pay for two. The permitting process is very involved and time consuming. She wanted guidance from the board on what steps to take next before proceeding with this grant. They directed her to follow up with the DEC and see what they would like to see us do, and get back to them with their input.

### **NEW BUSINESS**

- **Tire Drive at Jay Highway Department August 8<sup>th</sup>** – The next tire drive will be held at the Jay Highway Department August 8<sup>th</sup> from 8:00 – 12:00 or until the trailer is full. Rid-O-Vit from Syracuse will be picking up the tires. The border closure has been extended for another month, so we cannot use George Moore Recycling in Keeseville, since they take the tires to Canada.
- **Farm Tire Drive @ Westport** – Alice would like to schedule a farm tire drive at the Westport Fairgrounds in September and use Part C funding to pay for the event. The board thought it was a good idea. We would have to make sure we could hold it at the Fairgrounds before contacting farmers to schedule the drop off of their tires. The farmers would be scheduled a time to drop off on a first come first serve basis.
- **Project Bids/Quotes** – The bids for a fencing project the district was waiting for did not come in.
- **Light Bar** – Alice would like permission to purchase a light bar to be used when moving the hydroseeder as a safety precaution. The cost would be \$280.00. **MOTION** to approve purchasing a light bar for the hydroseeder at a cost of \$280.00 was made by Monty, seconded by Leerkes, and carried.

### **DISTRICT TREASURER**

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

### **COOPERATING AGENCIES**

NRCS Report – No report.

NYSSWCC – (Appendix 7) **MOTION** to accept the July update was made by Leerkes, seconded by Monty, and carried.

### **OTHER**

**Director Responsibilities Training was given by Alice to the board.**

**Next Meeting – August 20<sup>th</sup>, 2020 @ 7:30 a.m. at the Westport Town Hall**

**MOTION** to adjourn the meeting at 8:25 a.m. was made by Tyler, seconded by Monty, and carried.

Attachments: Appendix 1 - Secretary Updates (Lois)  
Appendix 2 - District Manager Updates (Alice)  
Appendix 3 - Technician Updates (Olivia)  
Appendix 4 - Technician Update (Daniel)  
Appendix 5 - Financial Report  
Appendix 6 - Bills  
Appendix 7 - NYSSWCC

Submitted by:

Lois Sayward  
Secretary to the Board