

**ESSEX COUNTY SOIL AND WATER CONSERVATION DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING  
MINUTES  
March 17<sup>th</sup>, 2022**

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

Attendance: Board members – Chairman Ike Tyler, Ben Leerkes, Jim Monty; SWCD - Alice Halloran, Lois Sayward, Daniel Berheide, Joe Braun, Paige Lamb

**MOTION** to accept the February 17<sup>th</sup>, 2022 Regular Board of Directors Meeting Minutes was made by Leerkes, seconded by Monty, and carried.

**Correspondence** – Alice announced a grant award in the Town of Reber and the NYACD Annual Meeting where Directors can vote will be held October 18<sup>th</sup> - 20<sup>th</sup>. More information will be forthcoming.

**Chairman’s Update** - No update.

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

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

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

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

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

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

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

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

**Technician Update (Paige)** – was reviewed by the Board (Appendix 5)

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

**OLD BUSINESS**

- **Alice’s Computer** – Alice ordered her new computer through Essex County on state contract.

**NEW BUSINESS**

- **Chain Saw Safety Level 1 & 2 Contract** – Northeast Woodland Training, Inc. will be providing the Game of Logging Level 1 & 2 training April 1<sup>st</sup> and 2<sup>nd</sup> in Keeseville. The cost per Level (8-hour day) is \$1,300.00. **MOTION** to approve the Service Agreement with Northeast Woodland Training, Inc. was made by Leerkes, seconded by Monty, and carried.
- **WDI - MOA for GOL Funding** - The Workforce Development Institute has awarded funding of up to \$9,836.00 to Essex SWCD in support of logger safety training. Reimbursement for Game of Logging safety training and the purchase of a chainsaw and personal protection equipment will be included. **MOTION** to approve signing the Memorandum of Agreement with the Workforce

Development and Essex SWCD in an amount not to exceed \$9,836.00 was made by Leerkes, seconded by Monty, and carried.

- **State Envirothon** - Alice would like permission to attend the State Envirothon in May.
- **CRF6 Grants Resolution – MOTION** to apply for CRF6 grants for the following farms Track 2 - Water Quality – All from the Woods, Adirondack View Vineyard, Mace Chasm Farm, and North Country Creamery. Track 3 - Soil Health – Drinkwine Farm, and Adirondack Hay and Grains was made by Leerkes, seconded by Monty, and carried.
- **Audit** – Lois will be retiring at the end of the year, and suggested an audit on the financial records be done before she leaves. Jim said the Town of Lewis was audited from a firm in Vermont he was happy with and would look into. The position could be advertised in July.
- **Computer for Paige** – Paige would like permission to purchase a new computer. **MOTION** to purchase a computer in an amount not to exceed \$1,500.00 was made by Leerkes, seconded by Monty, and carried.
- **Ready 4 Real Intern** – **MOTION** to approve hiring a Ready 4 Real Intern through an Education Program grant was made by Leerkes, seconded by Monty, and carried.
- **Truck Repairs** – Daniel obtained three written quotes for repairs and tires for the 2018 Dodge Ram. Egglefield Fords - \$1,88.50, Essex County DPW - \$1,253.36, and Adirondack Auto - \$2,500.70. Jim wanted to find out more on the tires from Egglefield's quote. Daniel would check into this and get back to the board. **MOTION** to approve Egglefield's quote in the amount of \$1,188.50 if the better tires were included was made by Monty, seconded by Leerkes, and carried.

### **OTHER**

**Interns** – Alice received 5 applications for interns. One was from Essex County. **MOTION** to hire Cade Gilbo and Jill \_\_\_\_\_ as interns at \$14.00 per hour was made by Monty, seconded by Leerkes, and carried. Alice would like to advertise on the Essex County website for another month.

**Full and By Farm** – The state is reviewing the final payment to Full and By Farm and also another check for the balance will need to be sent to the NYS Ag & Markets. **MOTION** to send the invoices to the board prior to the meeting and pay was made by Monty, seconded by Leerkes, and carried.

### **DISTRICT TREASURER**

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

### **COOPERATING AGENCIES**

NRCS Report – No report

NYSSWCC - (Appendix 8)

**MOTION** to adjourn the meeting at 8:30 a.m. was made by Leerkes, and carried.

**Next regularly scheduled meeting – April 21st, 2022 @ 7:45 a.m. at the Westport Town Hall. Chairman Tyler will be absent. Vice-Chairman Monty will Chair the meeting.**

Attachments:   Appendix 1 - Secretary Update (Lois)  
                  Appendix 2 - District Manager Update (Alice)  
                  Appendix 3 - Technician Update (Daniel)  
                  Appendix 4 - Technician Update (Joe)  
                  Appendix 5 – Technician Update (Paige)  
                  Appendix 6 - Financial Report  
                  Appendix 7 - Bills  
                  Appendix 8 - NYSSWCC Report

Submitted by:

Lois Sayward  
Secretary to the Board