

**ESSEX COUNTY SOIL AND WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
March 24th, 2016**

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

Attendance: Board members – Gerald Morrow, David Holland, Karl teRiele, Ed Gardner; SWCD – David Reckahn, Lois Sayward, Laura Benedict; NRCS – Sarah Trumbull; Other – Phil Siarkowski

Excused: Dave Blades

MOTION to accept the February 28th, 2016 minutes was made by Gardner, seconded by teRiele, and carried.

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

Chairman's Update – Chairman Morrow congratulated Dave Reckahn on the prestigious Cronie Award he received at the annual Water Quality Symposium in Syracuse. The Cronie Award is the highest honor a New York State Association of Conservation Districts employee can receive. Chairman Morrow passed a Resolution at the county in recognition of his achievements. Dave has done so much for the district and its employees. Lois, Tiffany, and Carol surprised him at the banquet when they announced he was receiving the award.

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

MOTION to accept the March update was made by teRiele, seconded by Gardner, and carried.

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

MOTION to accept the March update was made by Gardner, seconded by teRiele, and carried.

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

MOTION to accept the March update was made by teRiele, seconded by Gardner, and carried.

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

MOTION to accept the March update was made by Gardner, seconded by teRiele, and carried.

OLD BUSINESS

- **FORESTRY – UTV TRAILER** – The UTV trailer the county has available will not work for Essex SWCD. Chairman Morrow wants to see Essex County SWCD bid out the UTV and trailer and get what is needed for the district. Dave will contact Linda Wolf regarding the specs to go out to bid.
- **PERFORMANCE MEASURES – DISTRICT LAW** – Essex County SWCD has received word from NYS Ag and Markets they met the entire Performance Measures requirements for 2015, and have been approved for Part C full funding. All Directors have received the District Law training in 2016, which is good for three years.
- **PART C – 3 YEAR PLAN** – There has been an additional \$75,000.00 Part C funding placed in the budget for Soil and Water Districts in 2017. We will know by April 1st if it has been approved. Dave went over a three year plan using proposed funding and projects he would like to complete. He would like to hire another technician in 2017 with some of the Part C funding, and plan another project with the remainder. Dave announced he plans to retire in October of 2018 with 25 years of service with the Soil and Water Conservation Districts. He is working on getting Laura certified in stream and storm water training. Taylor Sprague graduates next year, and may be interested in the opportunity of working for the district full time. Dave and Laura attended a recent Westport board meeting. They plan to submit a Request for Proposal to the Town of Westport from Essex SWCD for a Forest Management Plan. Part C state funds could be used to help the town with this plan. **MOTION** to submit a Forestry Management Request for Proposal to the Town of Westport was made by Holland, seconded by Gardner, and carried.

NEW BUSINESS

- **MEMORANDUM OF AGREEMENT WITH FRANKLIN COUNTY SWCD** – A copy of the Memorandum of Agreement with Franklin County SWCD had been sent to the board to review prior to the meeting. **MOTION** to approve signing the Memorandum of Agreement with Franklin County SWCD was made by teRiele, seconded by Gardner, and carried.
- **SUMMER INTERNS** – Emily French and Taylor Sprague will be returning this summer as interns. Emily's salary will be fully funded from the Lake Champlain Basin Program, and Taylor's salary will be funded from various grants.
- **AG NPS** – Tiffany is working on submitting a Round 22 Ag NPS grant for Essex Farm which is due April 1st. Sarah is working on the forms with Tiffany. The proximity to Lake Champlain may help with this grant proposal.
- **RCPP** – Dave attended a meeting at the symposium. Up to \$50,000.00 will be awarded per county. One application for a new farmer in Westport is being submitted. The project cost is \$38,000.00.
- **BIDS FOR FAIRGROUNDS** – Dave received quotes for work to be done at the Essex County Fairgrounds under the DEC WQIP Storm water grant. **MOTION** to approve the proposal in the amount of \$3,116.18 for supplies from E.J. Prescott was made by Holland, seconded by teRiele, and carried. Dave also requested permission to purchase seed from The Paige Seed Company in the amount of \$3,000.00 for various projects in the county. The Clinton County DEC WQIP grant will pay for the seed. **MOTION** to purchase the seed from The Paige Seed Company in the amount of \$3,000.00 was made by teRiele, seconded by Gardner, and carried.
- **HEALTH INSURANCE** – Dave and Lois met with CFA Insurance agent Alex Forster to review the health insurance policy renewal due April 1st. Alex went over various options, but we decided to stay with Excellus at an approximate increase of 10%. Chairman Morrow said the Town of Chesterfield switched plans, and their employees are not happy with the policy. They are in the process of trying to go back to the policy they originally had. They were not informed of all of the changes to the policy before they made their decision, and are now having problems switching back to their old policy.
- **GIS MAPPING** - Ann Ruzow Holland contacted Laura Benedict regarding GIS mapping data collection services she could provide from the district. Laura felt she could provide the services, but had a few questions with the final product. **MOTION** to allow Laura Benedict to provide technical assistance for GIS mapping services for Ann Ruzow Holland was made by Gardner, seconded by teRiele and Morrow. Holland abstained.
- **OTHER** – Dave Reckahn talked about purchasing a new vehicle for the district. Ed suggested contacting Oneida County. The Town of Essex has been working with Oneida County for a truck purchase. Dave will get information for the next meeting.

DISTRICT TREASURER

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

COOPERATING AGENCIES

NRCS Report – Sarah Trumbull was present to give a report.

NYSSWCC Report - (Appendix 7)

OTHER

Next Meeting – April 28th, at 7:30 a.m.

Meeting adjourned at 8:35 a.m.

Attachments: Appendix 1 – Secretary Update
Appendix 2 – District Manager Update
Appendix 3 – Conservation Technician Update (Tiffany)
Appendix 4 – Conservation Technician Update (Laura)
Appendix 5 – Treasurer’s Report
Appendix 6 – Bills for Approval
Appendix 7 – NYSSWCC Report – Bob Brower

Submitted by:



Lois Sayward
Secretary to the Board