

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

November 16th, 2017

Meeting was called to order at 7:25 a.m. by Chairman Morrow.

Attendance: Board members – Gerald Morrow, Dave Blades, Ed Gardner, David Holland; SWCD – Dave Reckahn, Lois Sayward, Laura Benedict, Alice Halloran, Amy Calkins

Excused: Karl teRiele

MOTION to accept the October 26th, 2017 minutes was made by Blades, seconded by Holland, and carried.

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

Chairman’s Update – Chairman Morrow congratulated Dave Blades on his election to the Lewis Town Board.

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

MOTION to accept the November update was made by Holland, seconded by Gardner, and carried.

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

MOTION to accept the November update was made by Gardner, seconded by Holland, and carried.

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

MOTION to accept the November update was made by Blades, seconded by Gardner, and carried.

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

MOTION to accept the November update was made by Gardner, seconded by Holland, and carried.

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

MOTION to accept the November update was made by Holland, seconded by Gardner, and carried.

OLD BUSINESS

- **LCBP LAKE EVEREST** – The District is working on closing out this grant. Waiting on bills for the Lennie Prescott Road. This grant has to be closed out by the end of the year. It had already been granted a one-year extension.
- **AG DISTRICT MEETING** – The Agricultural District meeting has been set for December 11th in Elizabethtown at the Essex County Seat. The Department of Agriculture and Markets will attend to promote farmland protection and answer questions. The Agricultural District Public Meeting for open enrollment will be held December 18th. Three applications have been submitted for open enrollment. The 2024 Ag District renewal will be discussed, along with who will be the lead agency. The Essex County Planning office can also be a partner. It does take a lot of time and work. Essex County SWCD can be involved, but doesn’t have to take the lead.
- **DEC WQIP BOQUET** – The county is working on the design for the Wells Hill Road. The engineer is going ahead with the design on the county bridge. Dave updated the staff on the various projects at the last Essex County SWCD staff meeting.

- **PART C PROJECTS** – Essex County SWCD received \$92,000.00 in funding for Part C projects this year. Dave discussed purchasing a portable sawmill for approximately \$26,000.00 - \$28,000.00 with the funding from this year's award or next. This would be used throughout the county. Lois and Dave went over eligible expenses to date, and we are in good shape. The tire collection helped, along with another one that is scheduled in December.
- **TRUCK BIDS** – After advertising through state mini-bid contract, two bids were received that met the specs for the truck. (Appendix 8) Egglefield Ford bid \$34,010.32 and Genesee Valley Ford bid \$35,714.75. **MOTION** to award the truck bid to the lowest bidder Egglefield Ford in the amount of \$34,010.32 was made by Gardner, seconded by Holland, and carried. Lois wanted permission to void the check to Central Chrysler Dodge Jeep in the amount of \$25,559.40 for the truck we awarded in August and have not yet received. We can contact them and pay for it out of 2018 funds, since we do not need the expense to meet eligible expenditures. **MOTION** to void the check and write a new check to the dealer after the first of the year was made by Holland, seconded by Gardner, and carried.

NEW BUSINESS

- **LAKE CHAMPLAIN BASIN GRANT** – Essex SWCD would like to apply for a LCBP grant for a covered barnyard for a local farmer in the amount of up to \$150,000.00. The grant is due December 15th. Essex SWCD would have to spend the money and get reimbursed after the project is completed. **MOTION** to apply for the covered barnyard grant in the amount of up to \$150,000.00 through the Lake Champlain Basin Program was made by Holland, seconded by Gardner, and carried.
- **BOARD MEMBER** – David Holland's term as Director is up at the end of the year. David is interested in remaining on the board as member at large. Chairman Morrow will take the information out to the Essex County Board of Supervisors for appointment in December.
- **PAID FAMILY LEAVE** –The Guardian Insurance Company recently sent out a letter regarding the 2018 paid family leave coverage, which can be added on to our Disability Benefit policy. It is not mandatory for Essex County SWCD to participate. The employees are responsible to make the contributions for the premium through payroll deductions. Lois will send the letter out for the Directors to review before the next meeting to make a decision on whether or not to opt in.
- **CLIMATE RESILIENT GRANT CONTRACT** – **MOTION** to approve signing the Climate Resilient Farming Grant contract in the amount of \$184,130.00 was made by Holland, seconded by Blades, and carried. The voucher for 25% payment will not be submitted until the contract between Essex SWCD, the landowner, and the farmer leasing the property sign the contract.
- **AG DISTRICT OPEN ENROLLMENT** – Discussed earlier in the meeting.

DISTRICT TREASURER

- A. Financial report was presented to the Directors (Appendix 6) **MOTION** by to accept the November report as presented by Holland, seconded by Gardner, and carried.
- B. Bills due for payment were presented to the Board for approval. (Appendix 7)

MOTION by Blades to accept the November bills for approval, and pay as such, seconded by Gardner, and carried.

COOPERATING AGENCIES

NRCS Report –

NYSSWCC Report – No report

OTHER

Brian Steinmuller has offered to attend or call in to the meetings if needed.

Laura passed around sample Essex SWCD logos from Loreman’s to look at, and make suggestions.

Alice wanted to discuss salary increases. She feels we are not comparable to other districts. Chairman Morrow would like to know what counties we are talking about, what the benefits are, and bring the information to the next meeting to look at objectively.

Dave presented the State Aid Power Point training to the directors.

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

The meeting was adjourned at 8:28 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 – Truck bids

Submitted by:

Lois Sayward
Secretary to the Board

