

**ESSEX COUNTY SOIL AND WATER CONSERVATION DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING  
MINUTES  
September 16<sup>th</sup>, 2021**

Meeting was called to order at 7:40 a.m. by Chairman Tyler at the DPW Meeting Room in Lewis.

Attendance: Board members – Ike Tyler, Dave Blades, Ben Leerkes, Anna Reynolds, Jim Monty;  
SWCD - Alice Halloran, Lois Sayward, Joe Braun

**MOTION** to accept the August 19<sup>th</sup>, 2021 minutes was made by Monty, seconded by Reynolds, and carried.

**MOTION** to accept the August 23<sup>rd</sup>, 2021 special budget board meeting minutes was made by Monty, seconded by Leerkes, and carried.

**Correspondence** – A thank you note was received from the Minerva Youth Commission for the education programs presented at their summer program.

**Chairman’s Update** – No update.

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

**MOTION** to accept the September update was made by Monty, seconded by Reynolds, and carried.

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

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

**Technician Update (Daniel)** – No report.

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

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

**OLD BUSINESS**

- **No-Till Drill Rental Agreement** – The no-till drill rental agreement has been updated, and will continue to be modified upon use.
- **2022 Budget** – The Essex County SWCD 2022 Budget Request Proposal has been delivered to the county to review.
- **Forestry Intern** – Clayton Sweeney Jr. started his eight-week internship Monday.
- **NYACD Annual Meeting** – Alice sent in her registration for the NYACD annual meeting October 19<sup>th</sup> - 21<sup>st</sup>. Ike will let us know if he plans on going.
- **Shaun Gilliland Covered Barnyard Bid - MOTION** to approve Flat and Vertical’s \$34,500.00 Covered Barnyard Foundation bid with a 10’ cement wall was made by Leerkes, seconded by Monty, and carried. (Appendix 4) Ike would like to see more farmers involved in this program.

## NEW BUSINESS

- **Audit** - Dave and Ben will plan to do the annual district audit October 22<sup>nd</sup> after the monthly meeting.
- **Public Employer Health Emergency Plan** – The Public Employer Health Emergency Plans Covid 19 requirements have changed and will continue to change. **MOTION** to follow the New York State Public Health and Essex County Public Health guidelines was made by Monty, seconded by Leerkes, and carried.
- **Meeting for Performance Measures** - One more meeting is required to be attended by a director to meet the 2021 performance measures requirements. A Water Quality Coordinating Committee is scheduled for Tuesday, September 21<sup>st</sup> at Penfield Park in Crown Point that would count. We will remind Ike and Jim of that meeting, and if they can't attend notify them of the next available meeting that would qualify.
- **Game of Logging Training** – Alice said the district would like to sponsor Game of Logging training again and use Part C funding to pay for it. **MOTION** to sponsor Game of Logging Training at a cost of up to \$2,200.00 to be paid from Part C funding was made by Monty, seconded by Leerkes, and carried.
- **Part B Project** – Essex SWCD would like to continue to conserve and restore water resources by continuing it's buffer and Non-Point Source Reduction Programs including hydroseeding and roadside erosion reduction best management practices. The \$6,000.00 Conservation Project assistance request will be used for Personnel services. **MOTION** to approve the 2022 Conservation Project \$6,000.00 budget for staff time was made by Leerkes, seconded by Monty, and carried.
- **Office Plans** – Jim passed around tentative plans for office space in the DPW basement. The plans will have to be approved by the Board of Supervisors. The plans included replacing ceiling tiles, painting, new flooring, windows, and removing bilco door and stairs and installing a roof with ventilating skylight.

## OTHER

### DISTRICT TREASURER

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

### COOPERATING AGENCIES

NRCS Report – No report

NYSSWCC – (Appendix 7)

The meeting was adjourned at 7:40 a.m.

**Next regularly scheduled meeting – Friday October 22<sup>nd</sup>, 2021 @ 7:30 a.m.**

Attachments:   Appendix 1 - Secretary Update (Lois)  
                  Appendix 2 - District Manager Update (Alice)  
                  Appendix 3 - Technician Update (Joe)  
                  Appendix 4 - Shaun Gilliland Covered Barnyard Foundation Bid  
                  Appendix 5 - Financial Report  
                  Appendix 6 - Bills  
                  Appendix 7 - NYSSWCC Report

Submitted by:

Lois Sayward  
Secretary to the Board