

# ESSEX COUNTY SOIL AND WATER CONSERVATION DISTRICT BOARD OF DIRECTORS

August 15th, 2024

## DISTRICT BUSINESS

Meeting was called to order by Chairman Tyler in the Westport Town Hall at 7:49 a.m.

Attendance: Board members - Ike Tyler, Ben Leerkes, Anna Reynolds. Mike Davis, Jim Monty was excused. SWCD – Renee Clark, Alice Halloran, Meagan Goff, Noah Weber. Interns- Marta Estrada and Emily Pinheiro, Olivia Sayre. NRCS- Allie Holmes, Trish, and Ethan. NYSSWCC- Ryan Cunningham.

**MOTION** to accept the July 18th, 2024 minutes was made by Leerkes, seconded by Reynolds, and carried.

**Correspondence** – Alice passed around some correspondence for the Board to review.

**Chairman's Update** – No report.

**Farm Bureau Update**- Alice reported that she attended the meeting held July 25<sup>th</sup>, 2024.

## Monthly Updates

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

**MOTION** to accept the August update was made by Leerkes seconded by Davis, and carried.

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

**MOTION** to accept the August update was made by Leerkes, seconded by Reynolds, and carried.

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

**MOTION** to accept the August update was made by Davis, seconded by Reynolds, and carried.

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

**MOTION** to accept the August update was made by Reynolds, seconded by Leerkes, and carried.

## OLD BUSINESS

- **Budget**- A discussion was had about setting up a budget workshop before the Sept. 6<sup>th</sup> deadline to submit 2025 budget to the County.

## NEW BUSINESS

- **Essex Farm Bid**– A **MOTION** was made by Leerkes, seconded by Reynolds, and carried to rebid Essex Farm bid.
- **AEM18**-A **RESOLUTION** was made by Leerkes, seconded by Davis, and carried to participate in Tier 4 projects for five farms in the AEM 18 Base Program- Full & By, Reber Rock, Kolysko, Kayhart, and Essex Farms.
- **AEM 18**- A **MOTION** was made by Leerkes, seconded by Reynolds, and carried to open a bank account for AEM Round 18 contract # C012504 with 25% advance payment of \$50,312.50.
- **Con Skills**- Alice let the Board know that the 3 technicians will be attending Con Skills September 23<sup>rd</sup>-26<sup>th</sup> and the cost will be \$950.00 plus travel expenses for all 3 to attend.
- **Stop Payment Policy**- A **MOTION** was made by Leerkes, seconded by Davis, and carried to create a Policy for a check reissuance. A check that has to be reissued will be done so with a \$35.00 fee deducted from the original check amount, unless the check was lost in the mail.

- **Empire State Service Corps-** Alice let the Board know that she signed up for a program for interns from Plattsburgh State University.

### **District Treasurer**

A. A financial report was presented to the Directors, (Appendix 5). A **MOTION** was made by Leerkes, seconded by Reynolds, and carried to accept the July report as presented.

B. Bills due for payment in the amount of \$31,177.08 were presented to the Board for approval, (Appendix 6). A **MOTION** was made by Leerkes to accept and pay the August bills for approval, and pay as such, seconded by Davis, and carried.

### **COOPERATING AGENCIES**

NRCS – Allie was present to give report

NYSSWCC – (Appendix 7) Ryan was present to give training on OSC audit findings.

NYACD- (Appendix 8)

### **Other Business**

With no further business and/or discussion to come before the Board a **MOTION** to adjourn the meeting at 8:43 a.m. was made by Leerkes, seconded by Reynolds, and carried.

### **Next Meeting – Thursday, September 19th, 2024 at 7:45 a.m. at the Westport Town Hall.**

Attachments: Appendix 1 - Secretary Update (Renee)  
Appendix 2 - District Manager Update (Alice)  
Appendix 3 -Technician Update (Daniel)  
Appendix 4 -Technician Update (Meagan)  
Appendix 5 -Financial Report  
Appendix 6- Bills  
Appendix 7- NYSSWCC Report  
Appendix 8- NYACD Registration Form

Submitted by:

Renee Clark, Secretary to the Board

