

**ESSEX COUNTY SOIL AND WATER CONSERVATION DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING  
MINUTES  
August 19<sup>th</sup>, 2021**

Meeting was called to order at 7:34 a.m. by Chairman Tyler at the DPW Meeting Room in Lewis.

Attendance: Board members – Ike Tyler, Dave Blades, Ben Leerkes, Anna Reynolds;  
SWCD - Alice Halloran, Lois Sayward, Daniel Berheide, Joe Braun; NRCS – Allie Holmes; NYACD  
Region 5 Representative – Frank Thomas.

Absent: Jim Monty

**MOTION** to accept the July 15th, 2021 minutes was made by Leerkes, seconded by Blades, and carried.

**Correspondence** – NYACD letter with more information about the annual meeting October 19-21<sup>st</sup>.

**Chairman’s Update** – No update.

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

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

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

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

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

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

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

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

**OLD BUSINESS**

- **NYACD Region 5 Representative** – Frank Thomas, Region 5 NYACD was present at the meeting to answer questions, and discuss his position on the board. Frank represents Warren, Essex, Franklin, Clinton and Hamilton counties. Ike thinks it would be nice if someone from the board went to the training in Cazenovia.
- **No-Till Drill Rental Agreement** – The no-till drill rental agreement was updated and sent to the board to review. There will be more updates as the no-till drill is used, and the modifications are made.
- **NYACD Annual Meeting** - The registration form and workshops for the annual meeting October 19<sup>th</sup> - 21<sup>st</sup> were available. Ike and Alice are interested in attending. **MOTION** authorizing Ike and Alice to attend the NYACD annual meeting in Cazenovia October 19<sup>th</sup> - 21<sup>st</sup> with all expenses paid was made by Leerkes, seconded by Reynolds, and carried.
- **Vehicles** - The truck may not be delivered this year. The dealer still has not received a date it will be scheduled to be built in the factory. He will notify us as soon as he receives word. Alice spoke to Jim Dougan to see if the county wanted the old hydroseeder. He said they didn’t want it. **MOTION** to declare the hydroseeder surplus and sell on Auctions International was made by

Leerkes, seconded by Blades, and carried. Local contractors will be notified they can bid on Auctions International if interested.

### **NEW BUSINESS**

- **Overlook Green Infrastructure Loan - MOTION** to approve loaning \$4,015.00 from the general fund unexpended balance to the Overlook Green Infrastructure grant account to pay engineering bills to be reimbursed when received from the grant was made by Reynolds, seconded by Leerkes, and carried.
- **Port Henry Stream Study Loan - MOTION** to approve loaning \$8,830.00 from the general fund unexpended balance to the Port Henry Stream Study grant account to pay water testing bills to be reimbursed from the grant was made by Reynolds, seconded by Leerkes, and carried.
- **2022 Essex SWCD Budget** – Alice would like to increase salaries to retain staff. Dave would like to see percentage increases. An emergency budget meeting open to the public will be scheduled next week. The budget must be submitted to the county by September 9<sup>th</sup>. A poll will be sent out to the directors to set up a meeting. The meeting will be advertised on the website and Facebook and held at the Westport Town Offices.
- **Round 26 AgNPS Contract (Brunner & Eaton) – MOTION** to approve signing the Round 26 AgNps contract in the amount of \$87,805.00 (Brunner and Eaton) was made by Reynolds, seconded by Blades, and carried.
- **Round 26 AgNps Contract (Chapuk) – MOTION** to approve signing the Round 26 AgNps contract in the amount of \$151,068.00 (Chapuk) was made by Reynolds, seconded by Leerkes, and carried.
- **Conservation Skills** – Conservation Skills will be held September 27<sup>th</sup> - 30<sup>th</sup> in Cortland. Registration is \$30.00 each plus rooms and meals. Alice, Daniel, and Joe would like to attend. **MOTION** giving Alice, Daniel, and Joe permission to attend Conservation Skills with registration fees, room and meals included was made by Leerkes, seconded by Reynolds, and carried.
- **Lewis Irrigation Grant Account – MOTION** to approve opening a separate grant account for the Lewis Irrigation Grant in the amount of \$8,937.50 funded by NYS Ag and Markets was made by Leerkes, seconded by Reynolds, and carried.
- **Port Henry Stream Study Grant Account – MOTION** to approve opening a separate grant account for the Port Henry Stream Study funded by the Lake Champlain Basin Program in the amount of \$20,000.00 was made by Leerkes, seconded by Blades, and carried.
- **Approve Hiring Forestry Intern Clayton Sweeney** - The two forestry interns hired previously were no-shows. Clayton Sweeney would like to start after Labor Day as a forestry intern. **MOTION** to approve hiring Clayton Sweeney as a forestry intern was made by Leerkes, seconded by Reynolds, and carried.
- **Airondack Hay and Grains (Clayton Wrisley) Fuel Storage Bids** - Bids for a 1,000-gallon fuel storage tank were solicited by Adirondack Hay and Grains (Clayton Wrisley) and sent to the board prior to the meeting to review ([Appendix 5](#)).

**MOTION** to approve the following three bids for the fuel storage tank was made by Leerkes, seconded by Reynolds and carried.

- Mark Walker – Ground work and cement - \$15,000.00
- Highland Tank – 1,000-gallon fuel tank - \$11,761.54
- Hometown Electric – Electricity/Conduit Hookup - \$10,140.00

**OTHER**

**DISTRICT TREASURER**

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

**COOPERATING AGENCIES**

NRCS Report – Allie was present to give an update.

NYSSWCC – (Appendix 7)

**MOTION** to adjourn at 8:27 a.m. was made by Leerkes, unanimous second, carried.

**Next Meeting (Emergency Budget Workshop) August 23<sup>rd</sup>, 2021 @ 9:00 a.m.  
at the Westport Town Hall.**

**Next regularly scheduled meeting – September 16<sup>th</sup>, 2021 @ 7:30 a.m.**

- Attachments: Appendix 1 - Secretary Update (Lois)  
Appendix 2 - District Manager Update (Alice)  
Appendix 3 - Technician Update (Daniel)  
Appendix 4 - Technician Update (Joe)  
Appendix 5 - Adirondack Hay and Grains Fuel Storage Tank bids  
Appendix 6 - Financial Report  
Appendix 7 - Bills  
Appendix 8 - NYSSWCC Report

Submitted by:

Lois Sayward  
Secretary to the Board

