

**ESSEX COUNTY SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES
June 16th, 2022**

Meeting was called to order at 7:50 a.m. by Chairman Tyler at the Westport Town Hall.

Attendance: Board members - Chairman Tyler, Jim Monty, Anna Reynolds, Mike Davis; SWCD - Alice Halloran, Lois Sayward, Daniel Berheide. Absent – Ben Leerkes

MOTION to accept the May 19th, 2022 Regular Board of Directors Meeting Minutes was made by Davis, seconded by Monty, and carried.

Correspondence - Blanche Hurlbutt sent out a thank you note thanking the district for attending the state Envirothon.

Chairman's Update - No update.

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

MOTION to accept the June update was made by Monty, seconded by Davis, and carried.

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

Alice gave a verbal report, and will e-mail written report to the board.

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

MOTION to accept the June update was made by Monty, seconded by Davis, and carried.

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

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

OLD BUSINESS

- **Interns - MOTION** to approve hiring Olivia Sayre and Jacob Smith as seasonal interns at \$14.00 per hour was made by Monty, seconded by Davis, and carried.
- **Leopold Award** – The Leopold Award application for ECHO Farm was submitted to the state. A copy was sent out to the board.
- **Essex County SWCD stickers with logo** - The stickers will have the Essex SWCD logo on them. Loreman's has our design. Three quotes were submitted. It was suggested the district also contact the Essex County printing department for a quote before making a decision.
- **Check returned for insufficient funds** – Numerous attempts have been made via phone, letter, and certified letter to contact the customer regarding the check returned for insufficient funds. The customer would also receive notice from their bank regarding the matter. The board recommended contacting the Sheriff's office and have them serve a citation to collect the funds.
- **Upper Hudson 9 Element Plan** - More information as requested at the last meeting was sent out regarding the Upper Hudson 9 Element Plan.

NEW BUSINESS

- **Surplus 2019 Ford Escape** – **MOTION** to surplus the 2019 Ford Escape and advertise on Auctions International was made by Davis, seconded by Reynolds, and carried.
- **BRASS** - BRASS would like Essex SWCD to be more involved with their mission. More information on exactly what roles they would like Essex SWCD to take will be brought back to the board to discuss before any commitment is made.
- **Overlook loan for final payment in the amount of \$2,922.00** - Final invoices in the amount of \$2,922.00 need to be paid in order to submit to the DEC WQIP for reimbursement. **MOTION** to approve paying the final payment in the amount of \$2,922.00 from the General Fund to be paid back when reimbursement from the state is received was made by Reynolds, seconded by Davis, and carried.

OTHER

Jim Dougan contacted Alice regarding meeting with the architect to discuss the needs of Essex SWCD in the Ag Building in Westport. Alice will make a list of office space needs required and plans on attending the meeting.

Daniel received three quotes for a trimmer/brush cutter and a chainsaw to be reimbursed from the WDI grant. (Appendix 8) Parkside Supply in Jay had the lowest quotes for both the trimmer/brush cutter and the chainsaw. **MOTION** to buy the chainsaw @ \$955.89 and the trimmer/brush cutter @ \$387.09 from Parkside Supply to be reimbursed from the WDI grant was made by Reynolds, seconded by Davis, and carried.

Daniel asked the board if the district would get Juneteenth this year, since it is both a federal and state holiday. After a discussion, it was decided Essex SWCD would not add Juneteenth to the holiday list.

DISTRICT TREASURER

Financial reports were presented to the Directors (Appendix 5) **MOTION** by to accept the June report as presented was made by Monty, seconded by Reynolds, and carried.

Bills due for payment were presented to the Board for approval. (Appendix 6) **MOTION** to accept the June bills for approval, and pay as such was made by Monty, seconded by Reynolds, and carried.

COOPERATING AGENCIES

NRCS Report – No report

NYSSWCC - (Appendix 7)

The meeting was adjourned at 8:40 a.m.

Next regularly scheduled meeting – July 21st, 2022 @ 7:45 a.m. at the Westport Town Hall.

Attachments: Appendix 1 - Secretary Update (Lois)
Appendix 2 - District Manager Update (Alice)
Appendix 3 - Technician Update (Daniel)
Appendix 4 - Technician Update (Paige)
Appendix 5 - Financial Report
Appendix 6 - Bills
Appendix 7 - NYSSWCC Report
Appendix 8 - Brush Cutter / Chainsaw quotes

Submitted by:

Lois Sayward
Secretary to the Board