

**ESSEX COUNTY SOIL AND WATER CONSERVATION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES
March 18th, 2021**

Meeting was called to order at 7:30 a.m. by Chairman Tyler via zoom.

Attendance: Board members - Ike Tyler, Dave Blades, Ben Leerkes, Anna Reynolds, Jim Monty;
SWCD - Alice Halloran, Lois Sayward, Daniel Berheide, Joe Brault; NYSSWCC – Ryan Cunningham.

MOTION to accept the February 18th, 2021 minutes was made by Blades, seconded by Reynolds, and carried.

Correspondence – NYACD sent a thank you letter for attending Legislative Days via zoom. Received an award letter for a farm in Lewis for an Irrigation Efficiency grant. The district also received notice they were awarded three Agriculture Non-Point source grants out of four applied for. A request for unemployment was received and replied to. The request was denied. Jim has received solar requests for land in his town and asked if Soil and Water has been contacted. Ryan said the state has no control over private landowners use for farm land. The state will support local ordinances to set prime farm land aside.

Chairman’s Update – No update.

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

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

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

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

Technician Update (Joe) - was reviewed by the Board ([Appendix 4](#))

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

OLD BUSINESS

- **Legislative Days** – Alice and Dave Blades attended Virtual Legislative Days with Dan Stec. Alice also attended the Matt Simpson meeting.
- **Employer Health Emergency Plan** – The county has not adopted the Employer Health Emergency Plan yet. The plan should be adopted by April 1st. A template has been sent around for Soil and Water Districts to use. Chairman Tyler recommend Alice work on Plan B. We can always make changes or readopt if we aren’t happy.
- **Interns (Forestry and General)** – Applicants were interviewed for the forestry and general intern position. All interviewed well. The positions would start mid-May for the summer. Alice would like permission to hire two for each position in case one didn’t accept. **MOTION** to take Alice’s recommendation to rank Brandon Russell as first choice and Maria Gigliello for the General Intern Position and Nathan Frasier and Brandon Radcliffe for the forestry intern position was made by Monty, seconded by Reynolds, and carried.

- **Office Location** – The districts housing plans are still up in the air. Jim Monty offered to talk to Jim Dougan to see what he recommends to the board.
- **NYACD Regional Representative** - The New York Association of Conservation Districts is looking for a Regional Representative for their board from our region. Alice will get more information on what it entails to be involved on this board.
- Alice asked if there were board members who would like to be on a committee to discuss the budget and salaries. Jim and Ike volunteered to be on the committee. Jim suggested Lois be included, since she takes care of the finances. The meeting will be set for March 24th at 10:00 a.m. at the Westport Town Offices.

NEW BUSINESS

- **No Till Drill** – Joe researched specs for purchasing a 7’ no till drill. The district received a Lake Champlain Basin Program grant for \$20,000.00. The cost ranged from \$24,000 - \$27,000.00. Bids to purchase a no till drill will be sent out to review prior to the April meeting. Alice asked Ben for his opinion on purchasing the new drill. Ben suggested getting a bigger one if there was any way we could do it. He said a 7’ drill would be better than nothing. The district would not have to transport. The user will be required to transport.
- **Port Henry Stream Study** - Monitoring equipment for the Port Henry Stream study was ordered. The cost was \$1,500.00 and will be paid for from the grant.
- **Hydroseeder Bids and New Account** – Three bids were received for the two Hydroseeders to be paid for from a Lake Champlain Basin Program Grant (Appendix 8). The bids submitted were:
 - Erosion Control Products Corp. - \$139,300.00
 - Northeast Bowie Sales LLC. - \$132,500.00
 - LSC Environmental Products - \$66,196.00 plus \$4,300.00 shipping

The bid that met the specs and agreed upon by Clinton County SWCD was Northeast Bowie Sales LLC. The district agreed to have a 50/50 agreement with Clinton County SWCD. **MOTION** to open a separate checking account in the amount of \$62,500.00 from Part C funding to be reimbursed from the Lake Champlain Basin Program was made by Monty, seconded by Reynolds, and carried. A discussion was held on the funding for the hydroseeder. Research will be done on the proper way to fund reimbursement grants that have not been budgeted for. **MOTION** to award the Hydroseeder bid to Bowie for the standard units with clear water flush tanks in the amount of \$132,500.00 was made by Monty, seconded by Reynolds, and carried.

OTHER

DISTRICT TREASURER

- A. Financial reports were presented to the Directors (Appendix 5)
MOTION by to accept the March 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 March 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) Ryan also called in to give an update.

MOTION to adjourn the meeting at 8:25 a.m. was made by Monty, seconded by Reynolds, and carried.

Next Meeting – April 15th, 2021 @ 7:30 a.m.

Chairman Tyler would like us to plan on meeting in person next month at the Westport Town Offices.

Attachments: Appendix 1 - Secretary Update (Lois)
 Appendix 2 - District Manager Update (Alice)
 Appendix 3 - Technician Update (Daniel)
 Appendix 4 - Technician Update (Joe)
 Appendix 5 - Financial Report
 Appendix 6 - Bills
 Appendix 7 - NYSSWCC
 Appendix 8 – Hydroseeder bids

Submitted by:

Lois Sayward
Secretary to the Board