

**ESSEX COUNTY SOIL AND WATER CONSERVATION DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING  
MINUTES  
March 30<sup>th</sup>, 2023**

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

Attendance: Board members – Chairman Ike Tyler, Ben Leerkes, Jim Monty, Anna Reynolds, Mike Davis; SWCD - Alice Halloran, Renee Clark, Daniel Berheide, Thomas Firkins, Paige Lamb.

**MOTION** to accept the February 16<sup>th</sup>, 2023 Regular Board of Directors Meeting Minutes was made by Leerkes, seconded by Davis, and carried.

**Correspondence** – Alice announced Lake Champlain Plan has extended comments. She will be working on a project to submit for the Watershed Project for LGPC.

**Chairman’s Update** - No update.

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

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

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

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

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

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

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

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

**Technician Update (Paige)** – was reviewed by the Board (Appendix 5)

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

**OLD BUSINESS**

- **2020 Dodge Auction**– The final bid for truck on Auctions International was \$36,200.00 **MOTION** to accept the bid was made by Leerkes, seconded by Davis, and carried.
- **Interns**- Soil and Water is still actively looking for a summer Intern.
- **NYCLASS**- A **MOTION** was made by Monty, seconded by Leerkes, and carried to transfer all the monies in Champlain National money market account to NYCLASS and close the Champlain National Money Market account. The dedicated funds will transfer leaving a minimal balance in Champlain National Bank.
- **SWCD Personnel Policy**-Final policy changes were discussed and Alice will make changes and send copy to the board. **MOTION** to accept the Personnel Policy was made by Leerkes, seconded by Reynolds, and carried. (Appendix 9)

**NEW BUSINESS**

- **SWBP Cold Brook Buffer Project** – A **MOTION** was made to open a new account by Reynolds, seconded by Leerkes, and carried.
- **Part C Budget** - SWCD received additional Part C funds. A budget amendment for \$25,000.00 will be made to increase Part C income and expenditures. This will be utilized to support the purchase of live edge plow blades for towns. A **MOTION** was made by Monty, seconded by Reynolds and carried

**DISTRICT TREASURER**

- A. Financial reports were presented to the Directors (Appendix 6) **MOTION** by to accept the March report as presented was made by Reynolds, seconded by Monty, and carried.
- B. Bills due for payment were presented to the Board for approval. (Appendix 7) **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 – Allie Holmes was present to give a report.

NYSSWCC - (Appendix 8)

**MOTION** to adjourn the meeting at 9:11 a.m. was made by Monty, and carried.

**Next regularly scheduled meeting – April 20th, 2022 @ 7:45 a.m. at the Westport Town Hall. Reynolds will be absent.**

Attachments: Appendix 1 - Secretary Update (Renee)  
Appendix 2 - District Manager Update (Alice)  
Appendix 3 - Technician Update (Daniel)  
Appendix 4 - Technician Update (Thomas)  
Appendix 5 – Technician Update (Paige)  
Appendix 6 - Financial Report  
Appendix 7 - Bills  
Appendix 8 - NYSSWCC Report  
Appendix 9 – Personnel Policy

Submitted by

Renee Clark,  
Secretary to the Board

