

**ESSEX COUNTY SOIL AND WATER CONSERVATION DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING
MINUTES
October 28th, 2022**

The purpose of the Special Board Meeting was for hiring of personnel and related budget adjustments. The meeting notice was posted on the district website, Facebook, and at the office.

The meeting was called to order at 7:45 a.m. by Chairman Tyler at the District Office located at 8053 State Route 9 in Lewis.

Attendance: Board members - Chairman Tyler, Jim Monty, Ben Leerkes; SWCD - Alice Halloran, Lois

Excused: Anna Reynolds, Mike Davis

DISTRICT BUSINESS

Secretary Position - MOTION to hire Renee Clark for the Secretary position at an annual salary of \$38,000.00 with a starting date of November 7th to be increased to \$40,000.00 January 1st contingent upon satisfactory performance was made by Monty, seconded by Leerkes, and carried.

Transfer of Funds - MOTION to transfer \$4,385.00 from Personal Services Technician Account A8790.1 .15 to Personal Services 8790.1 .12 Secretary Account to pay for training for the new secretary was made by Monty, seconded by Leerkes, and carried.

Transfer of Funds - MOTION to transfer \$1,120.00 from Personal Services Technician Account A8790.1 .15 to A8790.1 .18 Interns Account was made by Monty, seconded by Leerkes, and carried.

MOTION to adjourn the meeting at 8:03 was made by Leerkes, seconded by Monty, and carried.

Submitted by:

Lois Sayward
Secretary to the Board