



**Sullivan County Soil & Water Conservation District**  
**64 Ferndale-Loomis Road Liberty, NY 12754**  
**(845)292-6552 Fax (845)295-9073**

**Sullivan County Soil & Water Conservation District**  
**Board of Directors Meeting**  
**August 10, 2017**  
**Minutes**

**I. Call to Order:** Vice Chairman Kaplan called the regular business meeting of the Sullivan County Soil & Water Conservation District Board of Directors to order at 8:00 p.m.

Board members present – Robert Kaplan, Vice Chairman      Gene Benson, Treasurer  
Wilfred Hughson, Chairman      John Gorzynski, Member

Board members absent – Nadia Rajs, Legislator      Mark, McCarthy, Legislator  
Harold Russell, Member

Agency representatives: – Brian Brustman, SWCD      John Kline, SWCD  
Les Kirby, SWCD      Brenden Wagner, SWCD/Nev/Rond  
Anthony Capraro, NRCS

**II. MINUTES:** E. Benson made a motion to accept the minutes from the July 10, 2017 board meeting, J. Gorzynski seconded, the motion was passed and carried.

**III. WRITTEN & VERBAL REPORTS:** See attached written reports.

A. A. Capraro (NRCS):

- EQIP–RCPP- Young Forest Initiative - Met with three landowners in Livingston Manor for contract signatures for a forest Management plan to be written. There is one more landowner needing contract signature. One landowner in Livingston Manor has already started work on forest project. Have 6-10 new applicants for next year.
- EQIP-General – Have 5-6 applications for this year, which include soils health and grazing health.
- J. Czerniak has resigned from NRCS, leaving two people in office.
- B. Hultslander has received funding and will plan on starting covered barnyard and waste storage project in spring.

B. FSA – B. Brustman stated that FSA held a meeting end of July. Temporary help position has not been extended, leaving two people in office.

**IV. OLD BUSINESS:****A. Neversink/Rondout Grant: See written report**

- Claryville projects are moving along. Have 90% of design work completed. Issue with only one engineer working on design plans, which is slowing down project progress.
- Have been doing assessments and tributary walkover and surveys. Did a walkover on Trout Creek, tributary to the Rondout stream. Observed the Hemlock Woolly Adelgid and Emerald Ash borer, which are changing the watershed, and moving towards Sullivan County.
- Completed a Chestnut Creek Japanese Knotweed walkover. Appears to have about 7-8 plants remaining.
- Completed the USGS fisheries study in watershed. Will do a presentation in October on findings. Seeing more trout, with more biomass and species diversity being found at the Claryville west branch restoration site.

**B. District Policies:**

- Present Board members reviewed the Freedom of Information Law Training Module.
- A proposed FOIL Policy was submitted to the Board for approval. J. Gorzynski made a motion to accept the FOIL Policy as presented with L. Schick as the FOIL/Records Access Officer, and B. Brustman as the FOIL Appeals Officer, E. Benson seconded the motion, the motion was passed and carried.

**C. Program Updates:**

- Completed two Flood Mitigation projects. The Jeff school project totaled about \$51,000. We still need to go back and fix near a couple drain pipes that washed. The Buck Brook Road town culvert is in, the Town of Tusten culvert cannot be done until October due to a snake issue. Working with Town of Delaware to do a culvert under Diehl Road. Will try to do a debris removal on Kimball Road in the Town of Callicoon.

**D. Insurance: Request for quotes on District Insurance packages were sent out to local insurance agencies. The deadline to receive quotes is October 30<sup>th</sup>.****E. Directors reviewed the profit and loss spreadsheet on the 2017 Tree & Shrub program and the Bass & Minnow Program.****V. NEW BUSINESS:****A. Bank Reconciliation: The July bank statements were reviewed.****B. District Bank Accounts: Interest rates from local banks were presented to Board. After review the Board chose to keep the District's bank accounts as is.****C. District Vehicle:**

- District Jeep was totaled from water damage. The insurance check for Jeep value has been received.
- A request for truck bids has been sent and posted to the State Bid marketplace.
- A NYS Request for Part C Funds to purchase a vehicle form has been submitted and we are awaiting approval. E. Benson made a motion for the District to purchase a vehicle off of the NYS Bid list, J. Gorzynski seconded the motion, motion was passed and carried.

D. Director Training Module: Freedom of Information Law training module was given and reviewed by Board of Directors.

E. NYS Dept. of Ag & Markets – Round 23 Grant:

- District was approved for the grant. NYS funding total is \$23,550.
- Plan of Work paperwork needs to be submitted. E. Benson made a motion to move forward with the paperwork for the grant, J. Gorzynski seconded, the motion was passed and carried.

VI. **DISTRICT CLAIMS:** E. Benson made a motion to approve abstracts, bills and pre-approvals, seconded by J. Gorzynski, the motion was passed and carried.

2017 – 7B	\$ 24,252.42
2017 – 8A	\$ 67,588.29

Bills presented to the Board for pre-approval: See sheet

VII. **TREASURER REPORT:** The Profit and Loss and the Balance Sheet were reviewed. J. Gorzynski made a motion to approve the reports, E. Benson seconded, the motion was passed and carried.

VIII. **NEXT MEETING:** Monday, September 11, 2017 at 8:00 p.m.

X. **ADJOURNMENT:** Adjourned at 9:05 p.m. - Motion by J. Gorzynski

Lisa Schick,  
Program Assistant

Robert Kaplan,  
Vice-Chairman