



**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**  
**February 13, 2017**  
**Minutes**

**I. Call to Order:** Chairman Hughson called the regular business meeting of the Sullivan County Soil & Water Conservation District Board of Directors to order at 6:00 p.m.

Board members present – Wilfred Hughson, Chairman, Gene Benson, Member  
Harold Russell, Member John Gorzynski, Member

Board members absent – Mark, McCarthy, Legislator Robert Kaplan, Vice Chairman  
Nadia Rajsz, Legislator

Agency representatives: – Brian Brustman, SWCD Les Kirby, SWCD  
Lisa Schick, SWCD John Kline, SWCD  
Karen Rauter-SWCD/Nev-Rond

**II. MINUTES:** H. Russell made a motion to accept the minutes from the January 9, 2017 board meeting, E. Benson seconded, the motion was passed and carried.

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

**IV. OLD BUSINESS:**

A. Neversink/Rondout Grant: See written report

- Assisting the Town of Neversink on a washout that is threatening the safety of Hollow Road in Neversink.
- Working on designs for two restoration projects in Claryville that are repairing eroded banks.
- Working on an April field trip with Tri-Valley Central School teachers.
- Presented a job description for the last position in the Neversink/Rondout grant. The position will be for a Watershed Planning Coordinator. H. Russell made a motion to approve the position, E. Benson seconded and the motion was passed and carried. The position announcement will be sent to advertising in February or March.

## B. District Policies:

- Procurement Policy – Revised policy was reviewed. H. Russell made a motion to approve the policy as written, J. Gorzynski seconded, the motion was passed and carried.
- Sexual Harassment Policy was sent to County Personnel and awaiting reply. Table to March meeting
- Personnel Policy – Health Insurance portion was discussed. Suggestions of only offering single health insurance coverage or family coverage for new hires and whether or not to have employee contribute were discussed. This discussion will be tabled to the March meeting.
- Personnel Policy – Continuity of Government portion was discussed. The board suggested ten(10) business days as the length of a vacant position before continuity of government is initiated. Will check the county policy.

## C. COLA: Table to March meeting

V. **NEW BUSINESS:**

A. Bank Reconciliation: The January bank reconciliation was reviewed.

## B. Round 23 Grant Resolution:

- The District has farmers interested in the NYS Ag Non-Point Source grant that is due March 30. J. Gorzynski made a motion for a resolution for the District to submit the application for the NYS Ag Non-Point Source grant, H. Russell seconded, the motion was passed and carried.

## C. Annual Report of the Treasurer:

- The Annual Report of the Treasurer was presented to the Board of Directors for review.

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

2017 – 1B	\$ 78,672.44
2017 – 2A	\$ 16,445.84

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

VII. **TREASURER REPORT:** The Profit and Loss and the Balance Sheet were reviewed. H. Russell made a motion to approve the reports, W. Hughson seconded, the motion was passed and carried.

VIII. **NEXT MEETING:** Monday, March 13, 2017 at 6:00 p.m.

X. **ADJOURNMENT:** Adjourned at 6:50 p.m. - Motion by H. Russell

Lisa Schick,  
Program Assistant

Wilfred Hughson,  
Chairman