



**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, 2012**  
**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 8:05 p.m.

Board members present – Wilfred Hughson, Chairman  
Beverly Martin, Treasurer  
John Gorzynski, Member  
Kitty Vetter, Legislator

Robert Kaplan, Co-Chairman  
Harold Russell, Member  
Gene Benson, Legislator

Agency representatives: – Brian Brustman, SWCD  
John Kline, SWCD  
Karen Rauter, SWCD Nev/Rond  
Patricia Westenbroek, CCE

Lisa Schick, SWCD  
Leslie Kirby, SWCD  
Robert Meyer, Sull. Cty, DPW

- II. MINUTES:** John Gorzynski made a motion to approve the minutes from the January 9, 2012 meeting, Beverly Martin seconded, the motion was passed and carried.

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

Trish (CCE):

- Annie's Project will finish this week.
- Youth Buzz on Biz class meets at the Tri-Valley School.
- The Master Gardners training is in full swing
- Monday is ag day at the Honesdale High School.
- There is a calf workshop in Oneonta on February 24, \$30 fee, transportation can be arranged.
- Tractor Safety Course begins March 16<sup>th</sup>.
- About 15 ACRF & Empire State Development Disaster Relief applications were submitted for farmers who need assistance and were not able to apply under the FSA disaster relief or through their insurance carrier. If there are landowners who still need assistance, have them call CCE as there may be other grants available to them.
- The No-Till Seeder grant is still in the review process.
- CCE has a grant application in for a livestock program.
- The Plactic Recycle project is in the works.
- The Ag Program Leader ad is closing and applications will be reviewed March 9<sup>th</sup>.

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

- Karen handed out the program's Newsletter that was sent to landowners. This includes a summary of projects that were completed.
- Karen is planning projects for the next field season. She is meeting with the two subcommittees (the Education Committee and the Highway Committee) that will help get the grants program together. This year's job is to activate the Highway Infrastructure Committee which is the Towns of Denning and Neversink Highway Superintendants and Town Supervisors. Brian and Les will attend the meetings.
- Two training sessions will be held. The first on Post Flood Emergency Response for Contractors, including the highway staff. The second will be held in May on Aquatic Organism Passage, where someone from the Forestry Service will speak.
- An Action Plan for the next two years needs to be set up. This will include the demonstration on the Neversink.
- A flood damage assessment has been made in preparation for submitting an application at the Catskill Watershed Corporation. The landowners in Town of Neversink and Denning are eligible for.
- Karen took Cathy Capella, Ulster County NRCS, to visit a landowner in Sundown who is eligible for EWP (Emergency Watershed Protection) funds to repair the streambanks.
- The Catskill Streams Buffer Initiative had one application received for the January deadline. There are four to five current applicants where the property has already been identified.
- The Tote Fundraiser is still going on. So far there have been 53 tote bags sold with a total of \$530 raised for the NYS Covered Bridge Society fundraiser.
- The program is hosting a student intern from SUNY Ulster, Stacie Howell. Two full-time positions will be needed for the program, a Catskill Streams Buffer Initiative Coordinator and a Riparian Field Technician. These positions will be for the remainder of the contract. The Catskill Streams Buffer Initiative Coordinator position is to replace Meredith Maglio, who was hired as a Stream Assistant Program Coordinator. Harold Russell made a motion to create the Catskill Streams Buffer Initiative Coordinator, Wilfred Hughson seconded and the motion was passed and carried. Harold Russell made a motion to create the Riparian Field Technician position, Robert Kaplan seconded, the motion was passed and carried.

**B. Flood Mitigation Work:**

- Brian, along with representatives from FEMA, SEMO, NRCS and DEC, looked at possible sites for flood mitigation projects for this year.
- Bob Meyer suggested Brian attend the Town Highway Department meetings and give a presentation on flood mitigation efforts.
- A 2011 Record of Contacts for the District was handed out for review.
- Need to look at Upper Delaware Grant for culverts to get funds reimbursed for the county.

**V. NEW BUSINESS:**

- A. Bank Reconciliation: The January bank reconciliation was reviewed by the Board of Directors.
- B. Reorganization:
- Harold Russell nominated Wilfred Hughson for Chairman of the Board, Robert Kaplan seconded the nomination. Wilfred Hughson accepted the nomination and the motion was passed and carried.
  - Wilfred Hughson nominated Robert Kaplan for Vice Chairman of the Board, Beverly Martin seconded. Robert Kaplan accepted the nomination and the motion was passed and carried.
  - Robert Kaplan nominated Beverly Martin for Treasurer of the Board, Harold Russell seconded. Beverly Martin accepted the nomination and the motion was passed and carried.
  - Robert Kaplan made a motion to keep the Board of Directors meetings on the 2<sup>nd</sup> Monday of the month at 8:00 pm, Wilfred Hughson seconded the motion. The motion was passed and carried.
  - Robert Kaplan made a motion to keep the per diem per meeting at \$20.00 per meeting, Beverly Martin seconded the motion. The motion was passed and carried. The mileage reimbursement will remain being paid at the Federal rate of mileage reimbursement.
  - The Holiday schedule was submitted for approval with 11 ½ holidays.
  - The 2012 Employee Salary listing was submitted for approval. Harold Russell made a motion to approve the 2012 Salaries, Beverly Martin seconded and the motion was passed.
- C. District Policy: John Gorzynski made a motion to table the policy review until the next meeting, Wilfred Hughson seconded, the motion was passed and carried.
- D. Annual Reports: The 2011 Treasurer Report was sent to Beverly Martin for review. After approval the report and all other 2011 annual reports were sent to the NY State Soil & Water Conservation Committee via e-mail on February 14<sup>th</sup>. Lisa went through the list of meetings to see if any of the Directors had attended any of the meetings as requested for part of the Performance Measure funding.
- E. The District received half of their 2012 First Half Appropriation from the County in the amount of \$49,633.75
- F. Water Quality Coordinating Committee (WQCC) funds:
- The WQCC has not met in about 4 years. The District is in charge of their funds and the remaining balance on hand is \$3,648.92. Lisa would like to remove the funds from the District's general fund account and place it into its own savings account until needed.
  - The Board wondered if the District was able to utilize these funds to deplete the remaining funds. Lisa will write a letter to all WQCC members to gather their input on the funds.
  - Harold Russell made a motion to put the remaining funds into their own account after letters have been received back from WQCC members and vote not to let the District utilize the funds. Beverly Martin seconded the motion and the motion was passed and carried.

- G. The Directors will hold the 2011 Annual Board of Director Audit before the March meeting.
- H. District employees would like to send a Donation to the Jeffersonville Ambulance Corp for Susan Bodenstein (FSA) in memorandum of her father’s death. The check would be with a District check but reimbursed by District employees.
- I. Lisa will contact Dan Briggs to come and do the Oath of Office at the March meeting for the new and reappointed Board of Directors.

**VI. DISTRICT CLAIMS:** Robert Kaplan made a motion to approve abstracts and bills, seconded by Wilfred Hughson, the motion was passed and carried.

2012 - 1B	\$ 82,960.73
2012 - 2A	\$ 10,609.50

Bills presented to the Board for pre-approval:

Cardmember Services (Nev/Rond)	\$ 363.97
Computer Doctors (Nev/Rond)	\$ 654.01
ESRI (Nev/Rond)	\$ 2,943.00

**VII. TREASURER REPORT:** The Treasurer report and Balance Sheet were reviewed. Harold Russell made a motion to approve the Treasurer Report and Balance Sheet, John Gorzynski seconded, the motion was passed and carried.

**VIII. NEXT MEETING:** Monday, March 12, 2012 at 8:00 p.m.

**X. ADJOURNMENT:** By regular motion at 9:50 p.m.

Lisa Schick,  
Program Assistant

Wilfred Hughson,  
Chairman