



**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 10, 2014**  
**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, Co-Chairman Eugene Benson, Legislator  
Harold Russell, Member John Gorzynski, Member

Board members absent – Wilfred Hughson – Chairman Beverly Martin, Treasurer

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

**II. MINUTES:** John Gorzynski made a motion to approve the minutes from the January 13, 2014 meeting, Eugene Benson seconded, the motion was passed and carried.

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

**IV. OLD BUSINESS:**

A. Neversink/Rondout Grant:

- The program is looking into a new plant distributor.
- Gave a presentation at the Riparian Buffer working group, which is the agencies that handle all the watershed programs.
- Along with the Catskill Region Invasive Species Partnership, we held an event to get some scientists who have been doing research and assessment on hemlock woolly adelgid together to discuss ways to address issues. Conclusion is that hemlocks are declining faster in our area. There were about 30-40 attendees.

B. Price List Changes: The Board reviewed the prices and decided to keep all service fees the same.

C. County Audit Report: A letter was sent to the auditors and county manager and we are awaiting a reply.

D. Sick Leave:

- Directors reviewed the District's sick leave policy. District will look into joining section 41J of the NYS Retirement. Information will be gathered and brought to the next meeting.

V. **NEW BUSINESS:**

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

B. Employee Evaluations:

- The Board reviewed employee evaluations.
- A blank evaluation form will be brought to next meeting for District Manager's evaluation.

C. Annual Report:

- The Board reviewed all annual reports. A copy will be e-mailed to the Treasurer.
- Harold Russell made a motion to approve and submit all annual reports after the Treasurer approves them. Eugene Benson seconded, the motion was passed and carried.
- A copy of the Performance Measures requirements will be brought to the next meeting. Directors will try to set dates to attend meetings.

D. Rent: Brian is in the process of getting the District's rent amount lowered based on the District helping with a few maintenance tasks. We are waiting for paperwork stating amount.

VI. **DISTRICT CLAIMS:** Eugene Benson made a motion to approve abstracts and bills, seconded by John Gorzynski, the motion was passed and carried.

2014 - 1B	\$ 97,712.65
2014 - 2A	\$ 13,732.08

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

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

VIII. **NEXT MEETING:** Monday, March 10, 2014 at 8:00 p.m.

X. **ADJOURNMENT:** By regular motion at 9:55 p.m.

Lisa Schick,  
Program Assistant

Robert Kaplan,  
Vice Chairman