



Sullivan County Soil & Water Conservation District
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Sullivan County Soil & Water Conservation District
Board of Directors Meeting
January 11, 2010
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 8:00 p.m.

Board members present – Wilfred Hughson, Chairman
David Sager, Member
Harold Russell, Member

Elwin Wood, Vice Chairman
Robert Kaplan, Member

Board members absent - Beverly Martin, Treasurer
John Gorzynski, Member

Agency representatives: – Brian Brustman, SWCD
Lisa Schick, SWCD
Karen Rauter, SWCD-DEP
Patricia Westenbroek, CCE

Les Kirby, SWCD
John Kline, SWCD
Bobby Taylor, SWCD-DEP
Kathy Capella, NRCS

II. MINUTES: Harold Russell made a motion to approve the minutes from the January 11, 2010, meeting, Elwin Wood seconded; the motion was passed and carried.

III. WRITTEN & VERBAL REPORTS: See attached written reports

FSA Report- Brian handed out a written report.

Trish Westenbroek (CCE): See written reports

- There will be a Tax School on January 20th.
- There will be a Retirement Planning seminar on February 11th, an Estate Planning seminar on February 25th.
- The Dairy/Ag Day will be held at Honesdale High School in Pennsylvania on February 15th. They will be combining with PA to help save costs. Costs are no longer covered by vendors.
- CCE is planning to interview for Joe Walsh's position end of March.
- Milk prices are climbing.
- Conditions are causing concerns that micro get into silage and alpha toxins will get into grain from Midwest. Farmers should keep watch on health of dairy cows.

Kathy Capella (NRCS):

- There are sign-ups for Farm bill programs. EQIP sign-up is ongoing through January 22nd.
- Conservation Stewardship Program is a program where farms can be paid for reaching various levels of conservation stewardship and enhancing farm to higher degree. The first round is being completed and the payments have been approximately \$18 - \$34 per acre. The second round of sign-up is on-going.
- High Tunnels in a special pilot program that NYS is in the process of beginning. It is for producers who grow crops under greenhouses at least 6' high. Cathy will speak to interested landowners to see if they qualify.
- NRCS is advertising for a District Conservationist for Delaware County who will also be responsible for Sullivan County. The application process will close on February 11th and will take two months to fill position.
- Cathy will continue to work with Sullivan County farm owners to finish up on-going projects until the new Conservationist is able to take over.

IV. OLD BUSINESS:

A. NYC DEP Contract:

- Brian introduced Karen Rauter, Stream Program Coordinator and Bobby Taylor as the new Stream Assistance Program Coordinator.
- The District has received the lease agreement between the Town of Neversink and the District for the office space DEP - Rondout will be using. The contract was sent to the county attorney office for review and changes. The lease is a one-year agreement to ensure necessary changes can be made. Karen and Bobby have already moved into the office space and are getting the office ready.
- The District has received the first invoice for \$100,000.
- Karen and Bobby are working on taking over the management plans for the program. The first plan is for the Rondout basin, which is in the final stages and is due to EPA at the end of February. They are in the process of meeting and speaking to all of the people involved.
- Various meetings are now being planned. There was an initial landowner meeting held, and the landowners appeared to be very receptive to the project.
- Brian received prices for the vehicle needed, a Ford F150 from M&M Auto at \$24,500 and Robert Green priced a truck for \$31,500. We will look at the state bid for pricing. After reviewing the Procurement Policy it was decided that the District due to the cost of the truck, it has to be purchased through either the state bid or put to bid.

B. Flood Related Matters:

- Brian gave a report at the Legislative Committee meeting to discuss the budget and the projects that are planned. We are working on some permits and paperwork. Brian and John met with Brian Drumm from the NYS DEC, who will be taking over for Ed VanPutt to discuss projects. He is willing to come here to the office one day a week to review projects.

C. Rich Lewis, NYS SWCC:

- Near the end of the month the RFP for Round 16 under the NYS Environmental Protection Fund should be sent out. The funds for this grant have already been approved and allocated in 2009
- The annual reimbursements have also been approved and put in the budget and will be sent in 2010
- There is a Legislative Day near the end of the month. By end of this week the Governor should release his tentative budget and cuts.

V. **NEW BUSINESS:**

A. Bank Reconciliation: Board Members reviewed the November & December bank reconciliations.

B. Tree & Shrub:

- The annual tree and shrub program has begun. The order deadline is set for Friday, April 2nd and the pick-up dates are Friday, April 23rd and Saturday, April 24th.
- A tentative order has been submitted to Meadowview and they require a 25% deposit in the amount of approximately \$1,592.00. Elwin Wood made a motion to pay the deposit, Robert Kaplan seconded, and the motion was passed and carried.

C. Board of Director Term: Harold Russell

- Robert Kaplan made a motion to create a resolution to reappoint Harold Russell to the Board of Directors. Elwin Wood seconded, the motion was passed and carried.

D. Reorganization:

- Robert Kaplan and Dave Sager nominated Wilfred Hughson for Chairman, all approved. Wilfred Hughson accepted and was reappointed Chairman of the Board of Directors.
- Robert Kaplan and Dave Sager nominated Elwin Wood for Vice Chairman, all approved. Elwin Wood accepted and was reappointed Vice Chairman of the Board of Directors.
- Wilfred Hughson, Elwin Wood, Robert Kaplan and Dave Sager nominated Beverly Martin for Treasurer, all approved. Beverly Martin accepted via telephone and was reappointed as Treasurer of the Board of Directors.
- Harold Russell and Robert Kaplan were appointed as the audit committee and John Gorzynski was appointed as alternate.

E. District Policies:

- The Investment Policy was reviewed.
- Robert Kaplan made a motion to keep The First National Bank of Jeffersonville and the Catskill Hudson Bank as the District's banks, Wilfred Hughson, seconded, the motion was passed and carried.
- Robert Kaplan made a motion to keep the Investment Policy the same, Dave Sager seconded, the motion was passed and carried.
- The CD at Catskill Hudson Bank is coming due. As of today the Catskill Hudson Bank's rate is 1.4% and the First National Bank of Jeffersonville's rate is 1.54%. The Board approved of putting the CD in the bank that has the higher interest rate.

- The Procurement Policy was reviewed.
- Elwin Wood made a motion to keep the Procurement Policy the same, Robert Kaplan seconded, the motion was passed and carried.
- The Internal Review Policy was reviewed.
- Robert Kaplan made a motion to keep the Internal Review Policy the same, Dave Sager seconded, the motion was passed and carried.

F. Holiday Schedule: Dave Sager made a motion to follow Federal 12 ½ day holiday schedule. Wilfred Hughson second, the motion was passed and carried.

G. Mileage Rate: The District will continue to follow the federal mileage reimbursement rate.

H. The Board approved of continuing to hold the Director meetings on the 2nd Monday of every month at 8:00 pm, with the Director attendance per diem remaining at \$20 per meeting.

I. COLA:

- The District's budget has been approved by the county. John Kline's salary is now included in the District's budget and not in the Stream Management Budget.
- Dave Sager discussed that the District follow the county Dept. of Public Works COLA increase. Elwin Wood will check with DPW on their COLA increase and Lisa will e-mail findings to Board members.
- DPW rate increase was Year 1 – 3%, Year 2 - 3.5%, Year 3 – 4%, Year 4 – 4.5%. Elwin Wood suggested the District give a 3.5% COLA for Year 1, 4% for Year 2, and 4.5% for Year 3, thereby setting the COLA for three years, and Lisa Schick to receive a \$4.00 per hour increase in lieu of a COLA. Via e-mail, Wilfred Hughson, Harold Russell, Elwin Wood and Robert Kaplan voted for the 3.5% increase and Lisa's \$4.00 per hour increase, Beverly Martin voted a 3% increase and Lisa's \$4.00 per hour increase, and Dave Sager supported the majority. By majority vote the District voted for the 3.5% COLA and Lisa's \$4.00 per hour increase, passed and carried.

J. District Rent: Lisa has checked with NRCS and FSA as to invoicing the District for rent and neither agency has determined who will, and if they can, bill the District for rent. Brian and Lisa has spoken to Joe Walsh of Cornell Cooperative Extension and Joe stated that the District should wait and see how things work out with the agencies before paying rent.

VI. DISTRICT CLAIMS: Elwin Wood made a motion to approve abstracts and bills,

seconded by Dave Sager, the motion was passed and carried.

2009 - 11B	\$ 17,097.23
2009 - 12A	\$ 14,097.23
2009 – 12B	\$ 52,865.06
2010 – 1A	\$ 305.25

Bills presented to the Board for pre-approval:

NACD	\$ 775.00
Kristt Company (Rondout)	\$ 399.00
Gilmour Planning (Rondout)	\$ 4,130.00

B & H Photo (Rondout)	\$ 1,521.05
Dell (Rondout)	\$ 6,222.54
Town of Neversink Rent (Rondout)	\$ 5,000.00
NYS Local Retirement	\$11,256.00

VII. TREASURER REPORT: The Treasurer report and Balance Sheet were reviewed. Elwin Wood made a motion to approve the Treasurer Report and Balance Sheet, Dave Sager seconded, the motion was passed and carried.

VIII. NEXT MEETING: Monday, February 8, 2010 at 8:00 p.m.

IX. ADJOURNMENT: By regular motion at 9:40 p.m.

Lisa Schick,
Program Assistant

Wilfred Hughson,
Chairman