



Sullivan County Soil & Water Conservation District
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Sullivan County Soil & Water Conservation District
Board of Directors Meeting
January 11, 2016

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 Robert Kaplan, Vice Chairman
 Harold Russell, Member John Gorzynski, Member

Board members absent – Beverly Martin, Treasurer

Agency representatives: – Brian Brustman, SWCD John Kline, SWCD
 Lisa Schick, SWCD Les Kirby, SWCD
 Stacie Cologero, N/R, SWCD Tony Capraro, NRCS
 Colleen Monaghan, CCE

II. MINUTES: H. Russell made a motion to approve the minutes from the November 14, 2015 meeting, R. Kaplan seconded, the motion was passed and carried.

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

T. Capraro – NRCS:

- Did a few farm visits last week. Will do two more visits on Friday.
- There was a meeting on RCPP. There will be a sign up for Forestry related work.
- Looking at Brian's farm for a CRP Project. They GPS'd the site, and it will move forward.
- Will talk at the May 5th new farmer meeting being held by CCE.
- Re-advertising for an assistant position to replace K. Teale.

C. Monaghan - CCE:

- Ag Business Workshop series will start in February and will be four sessions: business structure and tax updates, ag business planning, understanding farm leases and accessing land, and funding opportunities. One class per month.
- Along with Farm Bureau and the District, CCE held a Solar lease discussion informational session for landowners. The session held on Friday, 1/8 had 147 people attend. There will be another session, January 22, on this discussion and 175 people are already signed up.

B. Brustman – for FSA:

- B. Sheridan sent a report. A temporary program technician was hired. This person will help cover Sullivan County farmers.
- The ECP program, there are still a few landowners who have not completed their cleanup due to NYS DEC Forester position issues.
- FSA encourages landowners to complete the NYS Agricultural Statistic Survey.

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

- An updated Committee list was distributed.
- The final report from Barton & Loguidice is expected in February and presented to the town in March. The first LFA Community meeting for Sundown will be held in March.
- A summer project is being planned for behind the Denning Town Hall for a failing bank. Working on landowner permissions. The RFP's for this project and future projects should be going out shortly.
- Hosting a GPS training in January. This will meet one of the educational goals required.
- The first SMIP grant applications are for education outreach and due February 23.
- The first Highway and Infrastructure sub-committee meeting will be held February 10. The first grants will be released and they will be due six weeks later.
- Brian attended a meeting in Kingston to discuss program project clarifications.

B. Director Reappointment:

- The county reappointed R. Kaplan and H. Russell to the board for another 3-year term.
- Robert Kaplan made a motion to create a resolution asking the County Legislator to appoint two Legislators to the Board of Directors. J. Gorzynski seconded the motion and the motion was passed and carried.
- Lisa will email B. Martin to see if she will be willing to step down and have another person replace her. Lisa will check to see if there is an active Grange in Sullivan County. B. Kaplan made a motion to check with B. martin to see if she will step down. If she is willing, then have G. Benson appointed as her replacement. J. Gorzynski seconded the motion and the motion was passed and carried.

V. NEW BUSINESS:**A. Bank Reconciliation: The January bank reconciliation was reviewed.****B. Reorganization:**

- Robert Kaplan nominated Wilfred Hughson for Chairman of the Board, Harold Russell seconded the nomination. Wilfred Hughson accepted the nomination and the motion was passed and carried

Reorganization cont.:

- Robert Kaplan nominated Wilfred Hughson for Chairman of the Board, Harold Russell seconded the nomination. Wilfred Hughson accepted the nomination and the motion was passed and carried.
- Harold Russell nominated Robert Kaplan for Vice Chairman of the board, Wilfred Hughson seconded the nomination. 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 the nomination. Beverly Martin was not present and Lisa will call her.
- Robert Kaplan made a motion to nominate Lisa Schick as Clerk of the Board of Directors, Harold Russell seconded the nomination and motion. Lisa Schick accepted the nomination and the motion was passed and carried.
- Robert Kaplan made a motion to keep the per diem per meeting at \$20.00 per meeting. John Gorzynski seconded the motion. The motion was passed and carried. The mileage reimbursement will remain being paid at the Federal rate of mileage reimbursement.
- Robert Kaplan made a motion to keep the board of Directors meeting on the second Monday of the month. The December through March Board meetings will be held at 6:00 pm, the April through November Board meetings will be held at 8:00 pm. Harold Russell seconded the motion. The motion was passed and carried.
- The Holiday schedule was submitted for approval. The Board approved the schedule with 11½ holidays.
- The Directors tabled the Employee's COLA increase to the February meeting.
- John Gorzynski made a motion to keep the Districts' bank with Jeff Bank and the Catskill Hudson Bank. Harold Russell seconded the motion. The motion was passed and carried.

C. District Policy: Policies: A copy of all District Policies was presented to the Board

- Board of Directors Attendance Policy – Robert Kaplan made a motion to keep the policy as is, John Gorzynski seconded, the motion was passed and carried.
- Sexual Harassment Policy – Robert Kaplan made a motion to keep the policy as is, John Gorzynski seconded, the motion was passed and carried.
- Procurement Policy – Robert Kaplan made a motion to keep the policy as is, John Gorzynski seconded, the motion was passed and carried. Lisa will check to see if State policy has changed.
- Internal Review Policy – Robert Kaplan made a motion to accept the policy with changes, John Gorzynski seconded, the motion was passed and carried.
- Investment Policy – Robert Kaplan made a motion to keep the policy as is, John Gorzynski seconded, the motion was passed and carried.
- Personnel Policy – Robert Kaplan made a motion to keep the policy as is, John Gorzynski seconded, the motion was passed and carried.

District Policy, cont.:

- Internet & E-mail Policy – Robert Kaplan made a motion to keep the policy as is, John Gorzynski seconded, the motion was passed and carried.
- Capitalization Policy – Robert Kaplan made a motion to keep the policy as is, John Gorzynski seconded, the motion was passed and carried.
- Lisa will look into a Continuity of Government Plan to be added to the personnel policy

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

2015 - 11B	\$ 64,976.56
2015 – 12A	\$ 19,835.16
2015 – 12B	\$ 24,579.55
2016 – 1A	\$ 21,474.77

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

VII. TREASURER REPORT: The Treasurer Report and Balance Sheet were reviewed. R. Kaplan made a motion to approve the Treasurer Report, H. Russell seconded, the motion was passed and carried.

VIII. NEXT MEETING: Monday, February 8, 2016 at 6:00 p.m.

X. ADJOURNMENT: Adjourned at 7:20 p.m. - Motion by R. Kaplan

Lisa Schick,
Program Assistant

Wilfred Hughson,
Chairman