



**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**  
**January 13, 2020**

**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  
   John Gorzynski, Farmer    John Diehl, Farmer  
   Eugene Benson, Treasurer

Board members absent – Nadia Rajszyk, Legislator

Agency representatives: – Brian Brustman, SWCD    Lisa Schick, SWCD  
   Stacie Cologero, SWCD-N/R    Michelle Proscia, CCE

- II. MINUTES:** J. Gorzynski made a motion to accept the minutes from the December 9, 2019, board meeting, J. Diehl seconded, the motion was passed and carried.

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

NRCS: District staff will be meeting with E. Sweeny and A. Capraro of NRCS to discuss possible projects where we can combine NRCS EQIP and SWCD State grant funding.

FSA: Will hold an organizational meeting this week.

M. Proscia - CCE:

- Looking into working with SWCD on an AEM grant. The grant requires that a Tier 3A farm plan be done.

- IV. OLD BUSINESS:**

A. Neversink/Rondout Grant:

- The new contract, CAT 499, has been received and at the County Attorney's Office for review. Board of Directors discussed and E. Benson made a motion for B. Brustman to sign the contract once approved by County Attorney, R. Kaplan seconded, motion was passed and carried. Once contract has been signed, it should take 45 days to get registered. Start date should be March 1<sup>st</sup>, 2020.

- The new truck for this contract will be sent out to bid once contract has been registered.
- Received a report for stewardship work at the Blue Hole site. Reported over 10,000 visitors and removed 230 bags of litter at all sites.
- Funds in present contract are sufficient to cover any remaining expenses until funding for the new contract is in place.
- Workshops: A Fly-Tying workshop is planned for March 21<sup>st</sup>. A Kayaking the Neversink with Harbor Lab workshop is planned for June 13<sup>th</sup> and a second Forest to Frying Pan workshop is in the process of being planned for spring.
- Clothes Pool project permit is in hand. Bid will go out in spring with anticipated July or August start date.

B. Program Updates:

- Tree & Shrub program brochures have been mailed out.
- Flood Mitigation: There are six or seven potential sites for possible projects. Still waiting to hear about Livingston Manor project.

V. **NEW BUSINESS:**

A. Bank Statements: The December bank statements were reviewed.

B. Director Reappointment: Legislator N. Rajsz has been re-appointed as a Director. The second Legislator will be appointed after the County has officially sworn in the new Legislators.

C. Reorganization:

- The Following Board of Director Positions were discussed for reappointment:
  - Chairman – Wilfred Hughson
  - Vice-Chairman – Robert Kaplan
  - Treasurer – Eugene Benson
  - Secretary of the Treasurer – Lisa Schick

Each candidate accepted the position. J. Gorzynski made a motion to keep the positions the same, J. Diehl seconded, the motion was passed and carried.

- J. Diehl made a motion to keep the Board of Directors meeting on the second Monday of the month. The December through March Board meetings to be held at 6:00 pm and the April through November Board meetings to be held at 8:00 pm. W. Hughson seconded the motion and the motion was passed and carried.
- E. Benson made a motion to keep the meeting per diem at \$20.00. The mileage reimbursement rate will remain being paid at the Federal rate of mileage reimbursement. J. Diehl seconded the motion and the motion was passed and carried.
- Interest rates of the local banks were reviewed. J. Gorzynski made a motion to keep the District's bank accounts with Jeff Bank and the Catskill Hudson Bank. W. Hughson seconded the motion and the motion was passed and carried.

- The 2020 Holiday schedule was submitted for approval. The Board approved the schedule with 12 holidays. R. Kaplan made a motion to accept the holiday schedule, E. Benson seconded, the motion was passed and carried.

D. District Policy:

- The following District Policies were presented for discussion:
  - Directors Attendance Policy
  - Personnel Policy
  - Procurement Policy
  - Internal Review Policy
  - Investment Policy
  - Internet & E-Mail Policy
  - Capital Asset Policy
  - Sexual Harassment Policy
  - FOIL Policy
- The Board of Directors reviewed the policies. E. Benson made a motion to keep the above policies as written, J. Diehl seconded, the motion was passed and carried.

E. COLA's:

- Directors discussed COLA rates. R. Kaplan made a motion to give a 3% COLA increase, E. Benson seconded the motion and the motion was passed and carried.

VI. **DISTRICT CLAIMS:** R. Kaplan made a motion to approve abstracts, bills and pre-approvals, seconded by W. Hughson, the motion was passed and carried.

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|------------|--------------|
| 2019 – 12B | \$ 91,570.24 |
| 2020 – 1A  | \$ 27,911.96 |

Bills presented to the Board for pre-approval: Total - \$ 150,103.77 - See breakdown sheet

VII. **TREASURER REPORT:** The Profit and Loss and the Balance Sheet were reviewed. J. Gorzynski made a motion to approve the reports, E. Benson seconded, the motion was passed and carried.

VIII. **NEXT MEETING:** Monday, February 10, 2020 at 6:00 p.m.

X. **ADJOURNMENT:** Adjourned at 7:00 p.m. - Motion by J. Gorzynski

Lisa Schick,  
Program Assistant

Wilfred Hughson,  
Chairman