



Sullivan County Soil & Water Conservation District
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Sullivan County Soil & Water Conservation District
Board of Directors Meeting
January 11, 2021

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 Eugene Benson, Treasurer
 Justin Sutherland, Farmer John Diehl, Farmer
 Nadia Rajsasz, Legislator

Board members absent – Robert Kaplan, Vice Chairman

Agency representatives: – Brian Brustman, SWCD Lisa Schick, SWCD

II. MINUTES: E. Benson made a motion to accept the minutes from the December 14, 2020, board meeting, J. Diehl seconded, no one opposed, the motion was passed and carried.

III. WRITTEN & VERBAL REPORTS: No written reports sent.
NRCS: Plans for Wm. Diehl stream project being worked on.
FSA: Nothing new to report at this time.
CCE:

IV. OLD BUSINESS:

A. Neversink/Rondout Grant: See written report

- The new 2021 Chevy truck has arrived. The Board declared the 2010 Ford truck obsolete and N. Rajsasz made a motion to put the 2010 truck out to bid for sale, J. Diehl seconded, no one opposed, motion was passed and carried.
- Waiting for the MOU with Town of Neversink. W. Hughson made a motion for Brustman to sign when received, E. Benson seconded, no one opposed, motion was passed and carried.

B. Flood Mitigation:

- All 2020 projects have been completed. Waiting for invoice for final project.
- Looking at 2021 potential projects.

C. Tree & Shrub: The 2021 brochures are expected to go out in the mail shortly.

V. NEW BUSINESS:

- A. Oath of Office: County Clerk Russell Reeves gave the Oath of Office to Directors Hughson, Benson and Sutherland.
- B. Bank Statements: The December bank statements were reviewed.
- C. Director Reappointment: Eugene Benson and Wilfred Hughson have been re-appointed to the Board. Justin Sutherland has been appointed to replace John Gorzynski on the Board.
- D. 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. N. Rajsz made a motion to keep the positions the same, J. Diehl seconded, no one opposed, the motion was passed and carried.

- N. Rajsz made a motion to keep the Board of Directors meeting on the second Monday of the month. The December through April Board meetings to be held at 6:00 pm and the May through November Board meetings to be held at 8:00 pm. E. Benson seconded the motion, no one opposed, 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, no one opposed, and the motion was passed and carried.
- Interest rates of the local banks were reviewed. N. Rajsz made a motion to keep the District's bank accounts with Jeff Bank and the Catskill Hudson Bank. E. Benson seconded the motion, no one opposed, and the motion was passed and carried.
- The 2021 Holiday schedule was submitted for approval. The Board approved the schedule with 11.5 holidays. E. Benson made a motion to accept the holiday schedule, J. Sutherland seconded, no one opposed, the motion was passed and carried.

E. 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. Sutherland seconded, no one opposed, the motion was passed and carried.

F. COLA's:

- The technical position left vacant when L. Kirby retired will remain vacant at this time. The duties will be distributed between remaining staff.
- E. Benson made a motion to give a \$7,000 increase to Brustman, Kline and \$7,083 to Schick, N. Rajsz seconded the motion, no one opposed, and the motion was passed and carried.

G. The District is waiting for the County MOU. E. Benson made a motion for a resolution for W. Hughson or Brustman to sign once received, J. Diehl seconded, no one opposed, motion was passed and carried.

H. The 2020 State Annual Reports are due to the State by February 15th. J. Diehl made a motion to submit the reports after Treasurer Benson reviews them and signs off, J. Sutherland seconded, no one opposed, motion was passed and carried.

VI. DISTRICT CLAIMS: G. Benson made a motion to approve abstracts, bills and pre-approvals, seconded by N. Rajsz, no one opposed, the motion was passed and carried.

2020 – 12B	\$ 234,551.13
2021 – 1A	\$ 18,784.55

Bills presented to the Board for pre-approval: Total - \$ 160,389.50 - See breakdown sheet

VII. TREASURER REPORT: The Profit and Loss and the Balance Sheet were reviewed. N. Rajsz made a motion to approve the reports, J. Diehl seconded, no one opposed, the motion was passed and carried.

VIII. NEXT MEETING: Monday, February 8, 2021 at 6:00 p.m.

X. ADJOURNMENT: Adjourned at 7:30 p.m. - Motion by J. Diehl

Lisa Schick,
Program Assistant

Wilfred Hughson,
Chairman