



Sullivan County Soil & Water Conservation District
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Sullivan County Soil & Water Conservation District
Board of Directors Meeting
June 14, 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
John Gorzynski, Member
Dave Sager, Member
Elwin Wood, Vice Chairman
Harold Russell, Member
Robert Kaplan, Member

Board members absent - Beverly Martin, Treasurer

Agency representatives: – Brian Brustman, SWCD
John Kline, SWCD
Quentin Gayhan, NRCS
Les Kirby, SWCD
Karen Rauter, SWCD

II. MINUTES: Elwin Wood made a motion to approve the minutes from the April 12, 2010 meeting with changes, Wilfred Hughson seconded and John Gorzynski made a motion to approve the minutes from the May 10, 2010 meeting, Harold Russell seconded; the motion was passed and carried.

III. WRITTEN & VERBAL REPORTS: See attached written reports

Quentin Gayhan (NRCS):

- Quentin submitted a reissue of the MOA between the USDA NRCS and the Sullivan County SWCD. Chairman Hughson signed the agreement.
- Quentin submitted a financial confidentiality agreement between the USDA NRCS and the Sullivan County SWCD.

IV. OLD BUSINESS:

A. NYC DEP Contract: See attached report

- An intern has been hired to assist with the Chestnut Creek and Rondout plan documents. Karen is hoping to submit the plans to the town in September. A public comment period will be needed, which is planned to take place in August.

- A notification letter went out to Neversink streamside landowners for the upcoming walkover study.
- A meeting was held on June 10th to discuss the stream management plan. Eight landowners attended, Town of Neversink Supervisor and a planning board member also attended. Basic information was given on how the process will work and what the end goal will be for public benefits. Landowners suggested being called the day before District employees and NYC DEP plan to access their property.
- The stream restoration project has made progress on the archeological assessment, the survey and the wetlands delineation on both of the two projects in the Rondout that are being considered so that one of the projects may be completed this year. An agreement has been made with the bioengineering consultant who will work with the engineer to do some of the treatments that are a little more innovative.
- The Catskill Stream Buffer Initiative program that Bobby is handling has been put on hold at present until the summer projects have been arranged. A schedule has been set and accepted by the funder for completing the six plans for this year.
- Two more outreach events are set. The first is this Saturday at Frost Valley during a fly fishing event at which time a survey will be conducted; and then in Grahamsville at the Old Time Fair on July 31st.
- Karen has been working on hiring graphic design help to assist with three plan documents, newsletters and reports over the next 18 months.
- Brian presented an Application for Time Extension for the Chestnut Creek project so that the District can utilize the remaining funds and complete any remaining documentation. Robert Kaplan made a motion for Brian to sign and submit the Time Extension application, David Sager seconded, the motion was passed and carried.
- The five Request for Proposals for engineering services were reviewed and discussed. Reviewed were Kelly Engineering, Illing Engineering, Land Studies, Ingals, and Milone and McBroom. Kelly Engineering was the lowest at \$17,500, with the next lowest at \$44,000. Mark from DEP is concerned that the Kelly Engineering bid is too low. After consideration it was determined that Kelly Engineering met all criteria and there wasn't a reason found to disqualify Kelly Engineering. Under the District's procurement policy the District is required to go with the lowest responsible bidder unless a valid reason is found to disqualify that bidder. Robert Kaplan made a motion to accept the bid from Kelly Engineering as Kelly Engineering has reviewed the proposal and assured Brian that they can do the project for the price quoted, Elwin Wood seconded the motion and the motion was passed and carried.

B. Flood Mitigation Sites:

- There are a couple sites in the works with the Town of Rockland. Brian and the Army Corps of Engineers viewed the sites. There are a couple more sites planned for around Jeffersonville to be worked on.

V. NEW BUSINESS:

- #### A. Bank Reconciliation: The May Bank Reconciliation was reviewed by the Board.

- VI. DISTRICT CLAIMS:** Elwin Wood made a motion to approve abstracts and bills, seconded by Harold Russell, the motion was passed and carried.

2010 - 5B	\$ 41,054.41
2010 - 6A	\$ 24,872.56

Bills presented to the Board for pre-approval:

Ashford Associates (Nev/Rond)	\$ 3,420.00
Mid-Hudson Ecological (Nev/Rond)	\$ 4,350.00
Dell Computers (Nev/Rond)	\$ 1,264.87

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

- VIII. NEXT MEETING:** Monday, July 12, 2010 at 8:00 p.m.

- IX. ADJOURNMENT:** By regular motion at 9:30 p.m.

Lisa Schick,
Program Assistant

Wilfred Hughson,
Chairman