



**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**  
**March 10, 2014**  
**Minutes**

**I. Call to Order:** Vice Chairman Kaplan 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  
Eugene Benson, Legislator  
John Gorzynski, Member

Robert Kaplan, Co-Chairman  
Harold Russell, Member

Board members absent – Beverly Martin, Treasurer

Agency representatives: – Brian Brustman, SWCD  
John Kline, SWCD  
Stacie Howell, SWCD/ Nev/Rond

Lisa Schick, SWCD  
Leslie Kirby, SWCD

**II. MINUTES:** Eugene Benson made a motion to approve the minutes from the February 10, 2014 meeting, Robert Kaplan seconded, the motion was passed and carried.

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

**IV. OLD BUSINESS:**

A. Neversink/Rondout Grant:

- Held following meetings: Highway and Infrastructure, Education and Outreach, the first Local Flood Hazard Committee
- CSBI will have four projects for this spring.
- District will Hydroseed for the Town of Denning and costs will be covered under the Neversink Rondout grant.
- Expecting Greenbelt plants in May. They will go to Delaware SWCD to be watched and decontaminated of possible mile-a-minute disease. When plants are clean they will be distributed to each county.
- Karen is in North Carolina for Rosgen Level 2 training.

B. County Audit Report: The auditors will be here Monday, March 17<sup>th</sup>, to start the 2013 audit. They will address the Directors' concerns with the wording in the 2012 audit at that time. The timeliness of receiving the management letter and report will also be addressed.

## C. NYS 41J Program:

- Maximum sick days allowed to transfer over for service credit is 165 days (1320 hours)
- The cost to the District for the plan will be \$910 annually.
- The employee manual wording for accumulated sick leave will need to be updated.
- Further discussion for joining the program will be tabled to the next meeting.

## D. Managers Evaluation:

- Robert Kaplan made a motion to go into Executive Session to discuss a personnel issue. Eugene Benson seconded, motion passed and carried. Eugene Benson made a motion to come out of Executive Session, Robert Kaplan seconded, motion passed and carried
- The Directors submitted the District Manager's evaluation for review and comment.

V. **NEW BUSINESS:**

A. Bank Reconciliation: The Jan and February bank reconciliations were reviewed.

## B. County Contract:

- The County contract with the District was submitted to the Board for review and approval.
- Robert Kaplan made a motion to approve the contract and for Chairman Hughson to sign, Harold Russell seconded the motion, the motion was passed and carried.

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

2014 - 2B	\$ 21,096.26
2014 - 3A	\$ 17,287.33

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

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

VIII. **NEXT MEETING:** Monday, April 14, 2014 at 8:00 p.m.

X. **ADJOURNMENT:** By regular motion at 9:15 p.m.

Lisa Schick,  
Program Assistant

Wilfred Hughson,  
Chairman