



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
May 9, 2011
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
Beverly Martin, Treasurer
Harold Russell, Member
Robert Kaplan, Member
Elwin Wood, Vice Chairman
Dave Sager, Member
John Gorzynski, Member

Agency representatives: – Brian Brustman, SWCD
Lisa Schick, SWCD
Joseph Walsh, CCE
Les Kirby, SWCD
John Kline, SWCD
Patricia Westenbroek, CCE

- II. MINUTES:** Harold Russell made a motion to approve the minutes from the April 11, 2011 meeting, Elwin Wood seconded, the motion was passed and carried.

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

Patricia Westenbroek (CCE): See written report

- Down on the Farm day will be held at the Sykes Farm on August 6th.
- The Environmental Educator position was cut. Interviews for the Executive Director position will be held this week.
- Producer meetings have been going well. The campaign for road safety will be launched memorial weekend and July 4th weekend.
- The corn demo plot will be held at Dave Peters' farm for Sullivan County and George Constable's farm for Orange County.
- Producer meeting will be held at the Ruff Cut in Fosterdale on June 3rd.
- A webinar on the Marcellus Shale and the effects on agriculture was held today and there will be another on Wednesday and will be done through Cornell University.

IV. OLD BUSINESS:

A. Neversink/Rondout Grant: See written report.

- Karen will be attending a lot of local meetings.
- Bobby Taylor accepted a position with Ulster County SWCD and will be leaving this month. We held interviews last week and will hold remaining interviews this Thursday to fill the position. One of the candidates interviewed held the top score on the civil service exam

B. Flood Mitigation Work:

- Looked at several sites and are preparing the permit applications.
- We are working on three sites for the Town of Neversink and helping the town get permits for Streambank stabilization along a few of their roads.

C. Rent:

- Joe stated the expense for building is \$79,170, which includes utilities, telephone, insurance, building and ground repair and maintenance, and half of John Wilcox position. The building is 10,265 sq.ft. The District currently leases 1,264 sq.ft for the office and 278 sq.ft of storage. Joe stated the cost of \$7.71 per sq.ft. , which would cost the District \$991 per month.
- The District does not use CCE telephone service. Elwin Wood spoke with Sullivan County DPW to help repair parking lot, which should help on cost. Lisa suggested moving storage to pole barn or swapping the use of downstairs storage with CCE's use of the District pole barn. The District can bill the DEP grant for rent to contribute to District rent.
- Robert Kaplan made a motion for the District to pay \$10,000 per year, David Sager seconded, the motion was passed and carried.

D. Director Insurance:

- The quote received from Mike Preis Insurance was for \$1,302.18 annually for \$1 million of coverage.
- Elwin Wood made a motion to obtain the Directors and Officers insurance policy, Robert Kaplan seconded, the motion was passed and carried.
- Lisa will submit the application along with the District's balance sheet.

E. Lisa handed out a related party questionnaire for the Directors to sign. This was needed for the annual county audit.

V. NEW BUSINESS:

A. Bank Reconciliation: The April bank reconciliation was reviewed by the Board.

B. Bass & Minnow Program:

- Program brochures have been mailed out. The Distribution will be Saturday, June 25th.
- Elwin Wood made a motion to pay the fish suppliers at the time of delivery, Beverly Martin seconded, the motion was passed and carried.

VI. DISTRICT CLAIMS: Robert Kaplan made a motion to approve abstracts and bills, seconded by David Sager, the motion was passed and carried.

2011 - 4B	\$ 25,991.44
2011 - 5A	\$ 9,493.57

Bills presented to the Board for pre-approval:

Meadowview (Tree & Shrub)	\$ 4,000 – 5,000
Musser Forest (Tree & Shrub)	\$ 1,047.08
Fabia Wargin Design (Nev/Rond)	\$ 800.00
McEnroe Organic Farm (Nev/Rond)	\$ 911.00
Arctic Rental (Nev/Rond)	\$ 750.00

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, June 13, 2011 at 8:00 p.m.

IX. ADJOURNMENT: By regular motion at 8:38 p.m.

Lisa Schick,
Program Assistant

Wilfred Hughson,
Chairman