



**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**  
**December 11, 2023**

**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      Nadia Rajasz, Legislator  
   Eugene Benson, Treasurer      John Diehl, Farmer  
   Justin Sutherland, Farmer

Board members absent – Robert Kaplan, Vice Chairman      George Conklin, Legislator

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

- II. MINUTES:** E. Benson made a motion to accept the minutes from the November 11, 2023, Board meeting, J. Diehl seconded, no one opposed, the motion was passed and carried.

**III. WRITTEN & VERBAL REPORTS:**

NRCS: No report was sent.

FSA: No report was sent.

CCE: See written report.

NYS SWCC: See written report.

NEVERSINK/RONDOUT: See written report.

**IV. OLD BUSINESS:**

**A. District Technician Position:**

- Interviews for the District Technician position were held at 5:15 pm, prior to meeting. Directors present were N. Rajasz, E. Benson, W. Hughson, J. Diehl., along with B. Brustman, L. Schick and J. Kline.

**IV. OLD BUSINESS: Cont.**

## A. District Technician: Cont.

- After discussing the interviews of the candidates, the interview committee chose to offer the position to A. Hubert. N. Rajsz suggested the possibility of hiring both candidates, but board decided to table this matter to future discussions.
- Health insurance benefits were discussed. N. Rajsz made a motion to offer single, spousal and family health insurance coverage, and as of January 1, 2024, new employees will contribute 10% of the insurance premium, with the remainder being paid by the District. J. Diehl seconded the motion, no one opposed, the motion was passed and carried.
- Salary was discussed. N. Rajsz made a motion to offer a starting annual salary of \$45,000 with an increase to \$50,000 after a six-month training period. E. Benson seconded the motion, no one opposed, the motion was passed and carried.
- Start date was set to begin on January 2<sup>nd</sup>, 2024.

## B. Program Updates:

- Flood mitigation- Received the invoice for the Town of Liberty culvert. This will close out the remaining funds for this year's funding. This project was delayed due to permitting and will be completed in 2024. Looking into projects for next year's funding.
- Ag Assessments- Have started working on soil group worksheets for next year's deadline.
- Tree & Shrub – Getting program ready for a January start. Should have program on-line by beginning of January.
- Conservation Project Financial Assistance (CPFA)-Should hear about award by end of year.

## C. Director Terms:

- G. Benson, W. Hughson, J. Sutherland Director Terms expire end of 2023. Letters of intent have been received by Ann Marie and sent to Legislature to reappoint at December meeting.
- Legislative Directors will be reappointed at the January Legislative Committee meeting.

**V. NEW BUSINESS:**

A. Bank Statements: The bank statements were reviewed.

B. The Districts 2024 budget has not yet been approved by the County.

C. District 2008 Ford Truck: Briefly discussed upgrading this vehicle. Will table this discussion to January meeting.

**VI. DISTRICT CLAIMS:** J. Diehl made a motion to approve abstracts, bills and pre-approvals, seconded by E. Benson, no one opposed, the motion was passed and carried.

2023 – 11B	\$657,221.13
2023 – 12A	\$ 26,852.54

Bills presented to the Board for pre-approval: Total - \$ 382,206.50 - See breakdown sheet.

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

**VIII. NEXT MEETING:** The next meeting will be held on Monday, January 8, 2024, at 6:00 p.m.

**X. ADJOURNMENT:** Adjourned at 7:15 p.m. - Motion by E. Benson

Lisa Schick,  
Secretary to Treasurer

Wilfred Hughson,  
Chairman