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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS February 22, 2021

PRESENT:

District Office Closed due to COVID-19 a Zoom meeting was held. Mark Brown, George Ryan, Frank Thomas, Rhonda Jarvis, Nick Rowell, Robert Bombard, James Lieberum, were at the District office, socially distancing. Zoom members: Ryan Cunningham, Amy Clute, Tim Thomas, Susan Wilson, Mike Greenslade, Dan Bruno, Maren Alexander and Dean Moore.

- 1) **Meeting was called to order:** Brown called meeting to order at 1:05pm.
- 2) **Approval of the previous SWCD meeting minutes: Motion:** by Tim Thomas approved January minutes, 2nd by Bruno, carried.
- 3) **Presenter:** Amy Clute, Warren County: Sexual Harassment and Work Place Violence Prevention Training. Amy presented to all who attended the District monthly board meeting and we are all set for another year. Rhonda will email signature sheets for all to sign and return to her for the District folders.
- 4) **Report of Officers:**
 - a) **Chairman Report:** Brown mentioned he was highly impressed with the 2020 Annual Accomplishments from the District staff which was sent to the board for review, a job well done by the staff in a difficult year.
 - b) **Treasurer Report:** As far as the financial situation, the District has an estimated \$216,628.24; most of it is in grant money. Bills for payment for February totaled \$14,669.48. **Motion:** by Greenslade to approve all operating bills for payment for February and signature sheets were signed and returned, 2nd by Ryan, carried. **Motion:** by Greenslade to approve the financial report for January 2021, signature sheets signed and returned, 2nd by Bruno, carried.
 - c) **Correspondence:** 1. A thank you card from Tim Thomas for the District staff with their accomplishments in the 2020 as it was a difficult year. 2. Lieberum was invited to present the District's 2020 annual accomplishments for the Warren County Board of Supervisors at a workshop meeting and was well received. A letter/note from Rachel Seeber, County Chairwomen, congratulating the District for all our hard work and she will love to arrange a time in the spring to meet with Lieberum.

5) **SWCD Business:**

- a) **NACD Annual Meeting Review**, Greenslade mention as he is visiting his new grandbaby in Savanna Georgia. He attended the NACD annual meeting and it was so different this year from last year, do to Covid-19 and everything being virtual. A few things he mentioned; the soil health class was interesting as many tours videos were taken for the class, which was very enjoyable; the other is it was nice that you could go in and out of sessions, due to the virtual aspect, and then return to watch them. There was a first youngest 17yrs old Elected Official from Kentucky
- b) **SWCC Annual Reports Completed-review/comment**, Lieberum finalized and submitted the reports to the NYS Soil and Water Conservation Committee. The sections that the technical staff worked on include: summary of Activities (Part A). Part B project and the final report, performance measures summary and the Part C projects. Lieberum believes the district will meet the full reimbursement levels from 2020. District will know in a month of so the full amount district will receive in Part C. Ryan mentioned the District should be seeing the Part A funding in our account this week.
- c) **2020 Annual Plan of Work Review – Comments/questions**, Lieberum send this 2020 Annual Plan of Work out to the board members each year for review of what the District staff has accomplished, there are always added work to the end of the work plan, even in this difficult year the district was still able to complete must of the plans work. This is just an informational document for the board and reference to the District. Great job staff for another successful year.
- d) **2020 Annual Accomplishments Report – Comment**, Lieberum emailed to the board members for the review of the 2020 Annual Accomplishments, as it was requested from the Warren County Board of Supervisors. Tim Thomas and Mike Greenslade mentioned what a great job the District staff accomplished what they could in this difficult year.
- e) **2021 Legislative Days**, A zoom meeting on March 1st for 2021 Legislative Days will be held. Lieberum has contacted Dan Stec and has set up the meeting for the board members that would like to attend to meet with him after the zoom meeting with Matt Simpson, to discuss any items that may need to be addressed for the Warren County Soil and Water Conservation Districts and other District's in the state to help prevent the District funding from being reduced. Lieberum will also email the district annual report for their viewing.
- f) **2021 Water Quality Symposium**, Lieberum mentioned Moore, Alexander and himself will be attending classes at the 2021 Water Quality Symposium via zoom. One board member Wilson will also be attending some classes as well. Rowell will be an instructor in one of the sessions.
- g) **Grant Applications Updates**, The District has begun the initial stages of the NYSDEC Water Quality improvement program grant for Wincrest Drive in Queensbury. Hope to have a final design completed by September. In September also is the time frame the Lake Champlain Basin program grant funding requests will come out.

- h) **Current grant project updates** Will be seen in all staff monthly reports, which are attached.
- i) **Community Conservation Program – Additional Ideas**, NONE this month.
- j) **SWCD Board of Directors Reporting Info**, none (Please make sure all board members email Rhonda if they have taken any courses or seminars or meetings. None this month,
- k) **Other**, 1. The NACD grant that Alexander has submitted for the District was not received, because of many submittals were received. District will continue to submit grant applications for the next year. 2. Lieberum contacted Supervisor Leggett and John Nick about the District’s Part B project on Loon Lake for an assessment letting them know Alexander and Rowell and Lieberum will be starting the assessment soon. 3. Lieberum was requested to present the 4hr and Erosion and Stormwater for ESF students with no cost. The board members agreed he present the training via zoom to ESF Students with no cost. 4. The District has a RPI intern, Rachael DeBenedictus, who is coming to the office for hours for her college class. She will be working 3days a week starting in April. 5. Lieberum will be completing the Covid-Plan required due April 1, 2021. He is 95% completed. 6. Alexander mentioned the District is partners with Franklin County SWCD on a skidder bridge project for this year. 7. Tim Thomas has thanked Lieberum and Rowell for letting him sit in on the District’s MS4 training last week. The District is fortunate that we work so well with our MS4 communities.

6) **Staff Reports:**

- a. **Jim Lieberum, DM**, Lieberum’s report was reviewed.
- b. **Robert Bombard, WRS**, Bombard’s report was reviewed.
- c. **Dean Moore, SrDT**, Moore’s report was reviewed.
- d. **Nick Rowell, NRS**, Rowell’s report was reviewed.
- e. **Maren Alexander, DT**, Alexander’s report was reviewed.
 - a. **Ryan Cunningham, NYS SWCC**, Cunningham’s report was reviewed.

- 7) **Adjournment: Motion:** by Ryan to adjourn meeting at 2:24pm, 2nd by Greenslade, carried.

Respectfully submitted,

 Rhonda L. Jarvis, Office Manager/ Treasurer
 Date Approved: _____