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## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

January 26th, 2015

### PRESENT:

Frank Thomas, Chairman	Jim Lieberum, DM
Tim Costello, Director	Rhonda L. Jarvis, OM
Ronald Montesi, Vice Chairman	Dean Moore, Sr. DT
Evelyn Wood, Director	Nick Rowell, NRS
Mark Brown, Director	Bob Bombard, WRS
Charlie Maine, Director	
George Ryan, Director	

- 1) **Meeting was called to order:** Chairman Thomas convened the Director's meeting at 1:03pm.
- 2) **Approval of the previous SWCD meeting minutes:** **Motion:** by Montesi to approve the October 2014 minutes, 2<sup>nd</sup> by Maine, carried.
- 3) **Report of Officers:**
  - a) **Chairman Report:** Thomas had no report only to wish everyone a Happy New Year and hope all had great holidays.
  - b) **Treasurer Report:** As far as the financial situation, the District has an estimated \$83,990.75; most of it is in grant money. Bills for payment and approval in December 2014 Operating bills, totaled \$2,554.78. All grant account approvals for payment in December if added are approved.  
**Motion: by Maine to approve all bills for payment for December, 2<sup>nd</sup> by Costello, carried. Motion: by Maine to approve the financial report for November 2014, 2<sup>nd</sup> by Costello, carried.**
  - c) **Correspondence:**
    1. Article in the Post Star on County updating disaster plan and working with the District.
    2. Article on Warren County SWCD conservationist awarded to Mark Dutra.
    3. Three articles mentioning the District on our Hazard Mitigation help with Warren County.
    4. Thank you card to District from Lizzy Keays for using them for our District Board Meeting.
    5. Letters to Capital OTB and Warren County for our Donation for 2015 Envirothon from the District. We have already received the donation amount for \$1000.00 Thank you.
- 4) **SWCD Business:**
  - a) **2014 Annual Plan of Work Review.** Lieberum mentioned it had been

another great year for the District and staff. It was nice to evaluate the work that was proposed and what was accomplished in 2014. Nearly all tasks were met or exceeded. Thanks to the whole staff.

- b) **2015 Annual Plan of Work – Proposed-** This 2015 Annual Plan of Work was reviewed and approved by all board members. **Motion:** by Ryan to approve the proposed 2015 Annual Plan of work and submit it to the NYS SWCC 2<sup>nd</sup> by Brown, carried.
- c) **Health Insurance Opt-out-**Back in November of 2009 the District board members had made a motion for an opt-out program with the District Health Insurance plan, if any staff chooses to go onto their spouses health coverage than the District will give a payout of \$3000 and must stay off the plan until next annual billing cycle comes around. Moore has made that move to opt out of the District's health insurance plan to go onto his wife's plan. So a \$3,000 stipend will be given to Moore for that change. **Motion:** by Ryan to keep \$3000 for the payout but it will be a stipend to the Staff member and staff member will have to wait to next billing cycle from the District if they choose get back on the District health insurance, 2<sup>nd</sup> by Costello, carried.
- d) **Tree and Shrub order form review-**Moore explained the District Tree and Shrub order form has been modified a bit the ground cover specimen has been removed and in its place the District will encourage the sale of both wildflower seeds mixes and game seeds. **Motion:** by Ryan to approve the 2015 Tree and Shrub order form, 2<sup>nd</sup> by Costello, carried.
- e) **2015 NYSCDEA Water Quality Symposium-**This year the whole staff will be attending the 2015 NYSCDEA Water Quality Symposium in Saracuse, NY from March 10-13 Scott Fitscher from USDA service will be helping out with coverage at the District Office for a few days. If any of the board members are interested in attending please let Lieberum or Rhonda know so they can sign you up and it will count towards the annual reporting.
- f) **The Farm Talks-**Farm Talks are back this month will be held on Friday January 30<sup>th</sup>, 2015 at the NYS DEC building in Warrensburg from 6-8pm, topics are: year round high tunnel production and starting a small scale tree nursery, please sign up if interested at the District office, 50 are signed up so far.
- g) **Change At NYACD-** Montesi mentioned there has been some staff changes at the NYACD Judy Littrell is no longer at NYACD and the interview process is going on now for her position executive director. Dan Farrand is the new president of NYACD. The annual meeting for 2015 will be held October 20-22 at the Radisson in Utica, NY again so please make note and save the date. **Motion:** by Costello to pay the NYACD Dues of \$1500.00, 2<sup>nd</sup> by Brown, carried.
- h) **2015 Legislative Days-** It will be held on March 2 & 3<sup>rd</sup>, 2015, Lieberum mentioned if any board members are interested in going to Legislative days please let Lieberum or Rhonda know as soon as you can so arrangements can be made by the deadline.
- i) **Current Grant Projects Updates-**The district staff have submitted the paperwork to close out Glen Lake Watershed Improvement grant and Fish Passage Grant. The grants have been a very successful in meeting the goal

for the grant.

- j) **Grant Application Updates**-The Staff has been working on the scope of works for the grants the District has received so far and hopes to have them out by next meeting date. Lieberum will keep board informed.
- k) **Other** 1. George Ryan had his district law training today by James Lieberum. 2. If anyone is interested in a snowmobile Jefferson County SWCD is selling their district sled. 3. The roof on the District building has been repaired a few shingles had come off and some had lifted. 4. Ryan congratulated Lieberum, Bombard, and Rowell for passing their Civil Service Exams for their positions.

5) **Other Agencies:** Bob Brower, NYSSWC report was reviewed.

6) **District Staff Reports:**

- a) **James Lieberum, DM,** Lieberum Report was reviewed.
- b) **Bob Bombard, WRS,** Bombard's Report was reviewed
- c) **Dean Moore, Sr. DT,** Moore's Report was reviewed
- d) **Nick Rowell, NRS, Rowell's** Rowell's Report was reviewed

7) **Adjournment: Motion: by Ryan to adjourn Directors meeting at 2:07p.m., 2<sup>nd</sup> Montesi, carried.**

Respectfully submitted,

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Rhonda L. Jarvis, Office Manager/ Treasurer

Date Approved: \_\_\_\_\_

APPENDIX: A - Treasurer Report  
B - Correspondence  
C - Partners reports  
D- Staff Reports