



394 Schroon River Rd, Warrensburg, NY 12885
Phone: 518-623-3119
Fax: 518-623-3519

Email: rhonda1@nycap.rr.com
Website: www.warrenswcd.org

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

January 25th, 2016

PRESENT:

Frank Thomas, Chairman	Jim Lieberum, DM
Ronald Montesi, Vice Chairman	Rhonda L. Jarvis, OM/Treasurer
Tim Costello, Director	Dean Moore, SrDT
Evelyn Wood, Director	Robert Bombard, WRS
Charlie Maine, Director	Nick Rowell, NRS
Bob Brower, NYSSWCC	

- 1) **Meeting was called to order:** Chairman Thomas convened the Director's meeting at 1:00pm.
- 2) **Approval of the previous SWCD meeting minutes:** **Motion:** by Montesi to approve the December 2015 minutes, 2nd by Wood, carried.
- 3) **Presentation:** NONE for this month.
- 4) **Report of Officers:**
 - a) **Chairman Report:** Thomas had not much to report for this month and the District had finally received the 1st have of funding from the county, there was some changing in staff and things were overlooked.
 - b) **Treasurer Report:** As far as the financial situation, the District has an estimated \$192,387.05; most of it is in grant money. Bills for payment for January totaled \$2,165.77 and approval of December financial report 2015. All grant account approvals for payment in January if added are approved. **Motion: by Montesi to approve all bills for payment for January, 2nd by Maine, carried. Motion: by Costello to approve the financial report for December 2015, 2nd by Maine, carried.**
 - c) **Correspondence:** 1. NYS Invasive Animals booklet from Essex Co was passed around Lieberum thought it was interesting. 2. Letter to Warren County Board of Supervisors for the request of the OTB funding to county to be received by the District for the 2016 Envirothon as a donation. 3. NYACD annual dues of \$1,500 letter. **Motion:** by Costello to approve the NYACD annual dues of \$1,500, 2nd by Maine, carried.
- 5) **SWCD Business:**
 - a) **2015 Annual Plan of Work review,** This 2015 Annual Plan of work was sent to the board members and it was accepted by all and great job to the staff on a great year.
 - b) **2016 Legislative Days,** 2016 Legislative day are February 29 and March 1st, 2016 so far Lieberum and Thomas will be attending and Lieberum will

get a hold of Ryan and Brown to see if they will be attending. Rhonda will make the hotel arrangements, so please let her know if any other board members are interested.

- c) **Tree and Shrub order form**, This year's tree and shrub form was passed around for review and approved for new items and pricing. **Motion:** by Wood to accepted and approve the tree and shrub form and pricing, 2nd by Montesi, carried.
- d) **Schroon RFP**, Lieberum mentioned he has sent out the Schroon RFP to 9 companies in hopes to get more than one in return there has been some calls from AIM company so far. Lieberum will keep you informed on who will be the low bidder for approval next meeting.
- e) **Farm Talks**, Rowell has mentioned the start of Farm Talks is back January 29th is the first one, at the NYS DEC building from 6-8pm. They will also continue in February and March.
- f) **County –SWCD inter-municipal agreement for Vacuum Excavator**, **Motion:** by Wood to approve this Warren County and Warren County SWCD inter-municipal agreement for a Vacuum Excavator and was signed by Thomas, Warren County SWCD Chairman, 2nd by Costello, carried.
- g) **Continuation of Operations Plan**, Lieberum explained G and H from this agenda and there was some discussion, but it will be tabled to next month for a longer discussion after Lieberum speaks with Amy from the County on the county plans for suggestions on the District's.
- h) **Continuity of Government**, See letter G.
- i) **Current Grant Projects updates**, MS4 DEC Grant the District is waiting for the final close out monies that has been approved for all projects being completed. English brook project waiting for an reimbursement payment with has been approved now just waiting to be sent to the District. NYS Dos Schroon Lake Grant projects have been moving forward and amendments have been requested to the contract, which includes a time extension, the District will be putting in a reimbursement of expenses soon. For the new NYS DEC grants for round 11 have been submitted and waiting for the upfront monies to arrive to the District, work on all of them has been started.
- j) **New Truck/Dodge replacement**, The District's new truck was received and paid for now just waiting on the new official plates from the county. Please look at it as you leave this meeting. **Motion:** by Montesi to proceed with putting the dodge truck on an auction site that has no charge to list it, along with advertising it locally, 2nd by Wood, carried.
- k) **District BOD Audit**, Lieberum mentioned it is time to set up a time for the board members to review the District's books. Rhonda set up a time with Montesi and Wood the week of March 15th and a day and time will be discussed when it gets closer.
- l) **Grant Application Updates**, **There** has been a new system for grant applications from the NYS DEC, Rowell, Bombard and Moore sat in on a conference call for the explanation of how the new system works and for questions to be answered. Rowell and Bombard have been working with the new system and it is slow going but they are moving forward with it.
- m) **Hazard Mitigation**, Lieberum mentioned there has been several

communities that he has reached out to for additional information on the Hazard Mitigation plan. The plan sections are being placed on the website for public review, after review and incorporation of the info a draft will be sent to NYSDHSES for their review and comments. Then to FEMA. A time extension has been requested

- n) **Other**, 1. Most of the staff will be attending the Water Quality Symposium for their training and it is also available for the Board members, if any members are interested please let Rhonda know to set you up. It starts March 15-18th, 2016 a week of training in Syracuse, NY. 2. Lieberum met with Lisa Leeman a graphic designer for a project the district has contracted with the town of Lake George. 3. Lieberum mentioned that the Village of Lake George has out laid monies for a Districts project and the District has some funding to pay them back until the NYS DEC monies arrive at the District office within the next week per NYS DEC approval process. **Motion:** by Montesi to pay the outstanding bills from Village of Lake George continent on the approval of the NYS DEC coming to the District with in the next week, monies up to \$8,860.00, 2nd by Costello, carried. 4. The District staff has been working on completing the Parts A,B, & C reports from the State Committee they are due by February 15th, 2016.

- 6) **Other Agencies:** Bob Brower, NYSSWC report was reviewed. Brower also mentioned that the new proposal for funding for the District is looking like it will be fully funded through the Governors office an all time high, it is looking like the district's may have up to 200,000 available as projects are performed.

7) **District Staff Reports:**

- a) **James Lieberum, DM**, Lieberum's report was reviewed.
- b) **Bob Bombard, WRS**, No Report.
- c) **Dean Moore, Sr. DT**, Moore's Report was reviewed.
- d) **Nick Rowell, NRS, Rowell's**, Rowell's Report was reviewed.

- 8) **Adjournment: Motion: by Montesi to adjourn Directors meeting at 2:40p.m., 2nd Maine, carried.**

Respectfully submitted,

Rhonda L. Jarvis, Office Manager/ Treasurer

Date Approved: _____