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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS January 25, 2021

PRESENT:

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

- 1) **Meeting was called to order:** Brown called meeting to order at 1.01pm.
- 2) **Approval of the previous SWCD meeting minutes:** **Motion:** by Greenslade approved Decembers minutes, 2nd by Wilson, carried.
- 3) **Presenter:** NONE
- 4) **Report of Officers:**
 - a) **Chairman Report:** Brown mentioned zooming from Florida it was a nice change, he was visiting his new granddaughter after many months. Brown mentioned the county has provided the District with the new legislative board members, Frank Thomas and Dan Bruno are the 2021 appointed legislative board members and welcome back Frank. Unfortunately, we have lost Craig Leggett as a board member. Thank you, Craig, for your support and serving on the District Board.
 - b) **Treasurer Report:** As far as the financial situation, the District has an estimated \$122,105.17; most of it is in grant money. Bills for payment for January totaled \$53,861.85. **Motion:** by Ryan to approve all operating bills for payment for January and signature sheets were signed and returned, 2nd by Tim Thomas, carried. **Motion:** by Ryan to approve the financial report for December 2020, signature sheets signed and returned, 2nd by Tim Thomas, carried.
 - c) **Correspondence:** 1. NONE.
- 5) **SWCD Business:**
 - a) **2021 Legislative Days,** A booklet was mailed to the office with projects submitted from most District's completed in the pasted year for the legislators to see what district's have accomplished in 2020. The district has three projects in it and Lieberum will try and scan the booklet to the board members to view. This is going to be a zoom meeting starting on March 1,

2021 this introduction evening and March 2nd, 2021 will also be a zoom meeting with Dan Stec and Matt Simpson. Please let Rhonda or Lieberum know if you would like to attend.

- b) **2021 NACD**, Lieberum mentioned Greenslade will be attending this annual meeting virtual the first two weeks in February 2021. If anyone is still interested in attending this meeting please let Rhonda or Lieberum know.
- c) **2021 NYSCDEA Water Quality Symposium**, Lieberum mentioned 2021 NYACDEA Water Quality Symposium will be held virtual most staff will be attending certain classes along with Wilson and if any other director would like to attend please let Lieberum or Rhonda know so you can be registered. Some of the District staff will be presenting at this training. Jim and Nick will be presenting on GIS along with Bombard who will be presenting on Ponds.
- d) **2021 Tree and Shrub Program approval**, Maren mentioned there have been some great changes to the form which has been sent to all board members to review and approve, so she can start to circulate them through the county. **Motion:** Ryan to approve the new updated 2021 Tree and Shrub form, 2nd by Tim Thomas, carried.
- e) **Arbor Day Program**, Maren mentioned the letters for applications have been mailed out and she has received 4 applications to date. Johnsborg school, WC Parks and Rec, Warrensburg beautification and St Mary's Catholic School. Maren also mentioned she may have one coming from Prospect school and she will keep the board posted.
- f) **Tree Planter Donation**, Rowell mentioned Ruth Lamb has been talking with him and Jared Woodcock about donating something to the District's Ag Forestry grant that maybe granted from LCBP application Rowell put submitted. Ruth mentioned even if not awarded to the District she would still donate something. Ruth has decided to donate to the District is a tow behind two seated Tree Planter that the district can set up the Ag Forestry program and have it so other district's will be able to utilize it as well. Thank you so much Ruth Lamb this will be a great addition to the district programs. **Motion:** by Greenslade to approve donation of the Tree Planter from Ruth Lamb, 2nd by Ryan, carried.
- g) **Approval of New Copier Contact-Seeley Office Systems**, **Motion:** by Ryan to approve the new copier contract with Seeley Office System for the same lease payment with a new copier for another 60 months, 2nd by Frank Thomas, carried.
- h) **Approval of New SWCD website**, Lieberum mentioned Rowell and Alexander have been looking into getting the District's website an upgrade and into the District's hands. Nick mentioned he has found a web designer company that will help get that started for the District in the amount of \$2,000, which includes new web design, an automatic up to date feature, training Alexander and Rowell inputting the District's information and tech support for a year. This will allow the District to be the sole provider of the Districts website for ownership and maintenance, with a \$250 domain expense a year. **Motion:** by Tim Thomas to approve the \$2,000 for the updating of the District website, 2nd by Ryan, carried.
- i) **NOTICE- February board meeting: Workplace Violence and Sexual**

Harassment Prevention Trainings for staff and directors

MANDATORY, Amy Clute from Warren County will be presenting these trainings and all board members and staff are mandatory to attend.

- j) **Current grant project updates** Will be seen in all staff monthly reports, which are attached.
- k) **Community Conservation Program**, NONE this month.
- l) **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,
- m) **Other**, 1. Moore mentioned this year 2021 Envirothon will be held virtually on May 5th, 2021 and Moore will keep you posted when it gets closer. 2. Cunningham from the State Committee mentioned the District will need to come up with a Health and Safety plan. Lieberum mentioned the District has similar plans in which covers what should be in the Health and Safety plan so he will put together the plan and send it to the board for review before the April 1st deadline. 3. The Mary Kasane, County Attorney mentioned to Lieberum the District board will need to accept and approve Lieberum continuing be the Hazard Mitigation coordinator for the County. Then she will update the resolution in the amount of \$16,000 per year for 2021 and present it to the Board of Supervisors to be approved. 4. Lieberum mentioned the Governors proposed NYS budget for the Districts was put in with an increased to 11.5. 5. Lieberum also mentioned the District is striking out on the approvals of the LCBP grant applications. The District had three declined but was asked to resubmit two of them in a different category, so that may be promising to get them granted.

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 Greenslade to adjourn meeting at 2:07pm, 2nd by Frank Thomas, carried.

Respectfully submitted,

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