



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

March 25th, 2019

PRESENT:

Frank Thomas, Chairman	Jim Lieberum, DM
George Ryan, Director	Rhonda L. Jarvis, OM
Mark Brown, Director	Robert Bombard, WRS
Craig Leggett, Director	Maren Alexander, DT
Tim Costello, Director	Dean Moore, Sr. DT
Tim Thomas, Director	Ryan Cunningham, NYS SWCC

- 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 Leggett to approve the February 2019 minutes, 2nd by Costello, carried.
- 3) **Presenter:** No presenter this month.
- 4) **Report of Officers:**
 - a) **Chairman Report:** Thomas had no report this month.
 - b) **Treasurer Report:** As far as the financial situation, the District has an estimated \$131,474.05; most of it is in grant money. Bills for payment for February totaled \$15,622.51 and grant bills for approval totaling \$0.00 , approval of February financial report 2019. **Motion: by Costello to approve all bills for payment for March, 2nd by Tim Thomas, carried. Motion: Motion: by Ryan to approve the financial report for February 2019, 2nd by Brown, carried.**
 - c) **Correspondence:** 1. Essex Co SWCD sent a sympathy card for Ron Montesi passing. 2. A donation of \$50.00 with a note from Cathy and Jack LaBombard to the Warren County Envirothon in loving memory of Roger Wick (Dave Wick's father who passed and Roger donated his time at the Envirothon for many years) 3. Chemung County SWCD Stream Processes guide book, great guidance and if anyone would like a copy Lieberum can have some ordered. 4. An article in the adirondackalmanack.com about the district and the tree seedling program. 5. An article in the Warrensburg Central High school about the District's Conservation education program the school had applied for and received the funding. 6. Lieberum wrote a letter to the Montesi Family on his passing from the District staff and board members and was sent to them with a sympathy card. 7. An article in the LG Mirror on a LGA project the

District is working on with them on Adirondack Northway.

5) **SWCD Business:**

- a) **Technology Update for Office**, Today the new phones have been installed at the District and waiting for the installation of the internet connection to be approved through county to have them completing working. District is waiting for the camera's to arrive at office in order to get them installed by County. **Motion:** by Costello to keep Dave Kenyon on as the Web designer on a monthly basis until the County has the time to take it over in the amount \$30/month for 6 months totaling \$180.00, 2nd by Brown, carried.
- b) **2019 Legislative Days review**, Lieberum mentioned it was a great turnout but will suggest to NYACD next year not to put the District appointments with other District legislators appointment when they are there as well... Please just put District with our own and with District's that will not make it.
- c) **2019 NYS CDEA WQS review**, this was a great turnout as well. All staff attended except Rhonda and Bombard. Great classes were held for the other staff members. Lieberum also received the Willard F. Croney Distinguished Service Award which is an honor with a statewide lifetime achievement award. Most of the staff and board members attended that banquet night to see Lieberum receive the award. Great Job Congratulations James Lieberum from all. Dean also passed the 4hr Erosion and Stormwater exam to mentor and help teach the course with Lieberum and Rowell.
- d) **Proposed engineering services RFP, Motion:** by Ryan to retain engineering quotes with help from Julie in purchasing at the county for work coming up at the District, 2nd by Costello, carried.
- e) **Tree and Shrub Program update**, tree and shrub program was slow at first but in the last week we are up to our numbers as last year 117orders so hopefully we get a few more. Deadline was March 15, 2019 and Pick up date is April 26th 8:30 to 6pm.
- f) **Lake Champlain Basin Grant award (4/4)**, Lieberum mentioned the District has received 4 out of 4 grant submittals from Lake Champlain Basin Program. 1. An Organizational grant. 2. Invasive Species Grant. 3. Ag Soil Health grant. 4. WC Culvert replacement grant in Queensbury.
- g) **City of Glens Falls projects, Motion:** by Ryan to approve and have Lieberum sign an MOU between District and the City of Glens Falls for MS4 Sampling work on the drinking areas and add the sampling equipment that the City will be letting the District use put on the District's insurance policy, 2nd by Costello, carried.
- h) **Current Grant Project Updates**, Lieberum mentioned the grant updates are quiet for this month spring work will be starting up soon.
- i) **Performance Measurer requirements**, Lieberum went over the State Committees performance measurers requirements for the District and in lite of the passing of one of our Directors Ronald Montesi, Lieberum mentioned Montesi attended most of the requirements on the performance measurers in order for the District to receive top funding so please board members

take a look at the requirements and keep in mind you have to attend some to receive full funding years to come.

- j) **SWCD Director position discussion**, Lieberum mentioned some suggestion for replacement of Montesi position on the board until the end of year; Dave Hodgen, Mike Greenslyde, John Braco and Susan Wilson. Ryan would like Lieberum to send them all a letter to see if anyone maybe interested to finish out Montesi term on Board, all members are in agreeance.
- k) **Part C Budget Review**, Lieberum passed out a printout of how the District will be keeping track of the Part C funding it receives and he went over each item that has been added.
- l) **Community Conservation Program application review and approval, Motion:** by Ryan to approve for Stony Creek Free Library and town of Stony Creek Youth program for 1,000 each, SUNY ACC for 1,000 and Casey Beal for 1,000. 2nd by Brown.
- m) **SWCD Board of Directors reporting info**, None this month.
- n) **Other**, 1. Amy Clute from county self-insurance dropped off an Osha training and safety book for the District office. 2. May 13th Lieberum and Drexel from the county ES will be meeting to go over the Hazard Mitigation plan it is halfway completed before the renewal. 3. **Motion:** by Tim Thomas approve a new rating form for the conservation education program assistance for participants, 2nd by Brown, carried.

6) **Staff Reports :**

- a. **Jim Lieberum, DM**, No Report.
- b. **Robert Bombard, WRS**, No Report.
- 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 attended the meeting this month, his report was reviewed. Cunningham also mentioned there will be a new Soft Roll out with the AEM program adding a tier 4 cost share and a Forestry planning component.

7) **Adjournment: Motion: by Costello to adjourn Directors meeting at 2:52p.m., 2nd Tim Thomas, carried.**

Respectfully submitted,

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