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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

May 28th, 2019

PRESENT:

| | |
|-------------------------|----------------------|
| Frank Thomas, Chairman | Jim Lieberum, DM |
| Mark Brown, Director | Rhonda L. Jarvis, OM |
| Tim Thomas, Director | Dean Moore, Sr. DT |
| Craig Leggett, Director | Maren Alexander, DT |
| Tim Costello, Director | Bob Bombard, WRS |
| Susan Wilson | Nick Rowell, NRS |
| Michael Greenslade | James Seeley, CCE |

- 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 April 2019 minutes, 2nd by Tim Thomas, carried.
- 3) **Presenter:** No presenter this month.
- 4) **Report of Officers:**
 - a) **Chairman Report:** Thomas mentioned he attended a Hazard Mitigation and Forestry Management meetings this month. He would also like to Welcome Susan Wilson and Michael Greenslade to the board meeting. They are potential board members to the District board. They are here to see how the District runs on a monthly bases and will give the other board members information about themselves, so one can be suggested to the Warren County Board of Supervisors for appointment asap and the other can be suggested for January 2020 appointment after Costello retires.
 - b) **Treasurer Report:** As far as the financial situation, the District has an estimated \$296,112.49; most of it is in grant money. Bills for payment for May totaled \$24,813.70 and grant bills for approval totaling \$4,542.82, which had been added to the signature sheet, approval of April financial report 2019. **Motion: by Costello to approve all bills for payment for May, 2nd by Brown, carried. Motion: Motion: by Costello to approve the financial report for April 2019, 2nd by Brown, carried.**
 - c) **Correspondence:** 1. SWCD Newsletter for May. 2. The FUND for Lake George Annual Meeting July 6, 9-11. 3. Beech Shearing information passed around. 4. Thank you Card from Martha Wick. 5. Thank you note from Rosemary Montesi. 6. A note of donation from ADK Mountain Club they are happy to donate each year to a great program. 7. Packet of information on Spotted Lanternfly. 8. Packet from Kensington 1st graders for the District

donating seedlings for their program. 9. Packet from Lieberum about new regional staffing and congratulations to Ben Luskin (Washington Co SWCD staff member) for receiving the Region 5 position at NYS SWCC.

5) **SWCD Business:**

- a) **Appointment of Vice Chairman to the WC SWCD Board, Motion:** by Tim Thomas that Tim Costello acts as Vice Chairman of the WC SWCD Board until the end of year and Costello accepted, 2nd by Leggett, carried.
- b) **Civil Service-formal approval of Maren Alexander for Conservation District Technician, Motion:** by Brown to officially and permanently hire Maren Alexander for the Conservation District Technician for WC SWCD office as she passed her Civil Service exam top contender, 2nd by Tim Thomas, carried.
- c) **Municipal separate Storm Sewer System reports (Warren County and Queensbury),** Warren County and Queensbury MS4 draft annual reports were posted for review and the final report has been completed and posted on the Town and County Websites.
- d) **Tree and Shrub Program Review,** This year Tree and Shrub program was a great success we had exceeded the orders from last year. District also had less overage of trees and shrubs it was a great sale that day.
- e) **Tire Recycling Program Review,** This year the tire recycling program was in a different location (the LG transfer station area) the day was not so successful. District received about 200+tires, so the following week the District reached out to municipalities to see what they had for tires to unload. Lieberum mentioned this program will be presented every other year and see how successful that will be.
- f) **Fish Program Review,** This year Spring Fish Sale was a success we exceeded last year order numbers and everyone showed up on time and it was a great day.
- g) **Review and Selection of engineer from RFP process,** Lieberum met with Kevin Hajos – WC DPW and few board members (Tim Thomas and Brown) on the opening of the RFP's, between them all there narrowed it down to 3 (McFarlin, Chazen and Kathy Suzzo)possible candidates. They were brought before the board for discussion and it sits now that the board and staff along with Hajos will have each engineer firm be interviewed and a discussion will be made from there.
- h) **Forest Management Program Review,** Lieberum mentioned this program was well attended and he believed the goals were met. Alexander attended the forest management program on May 14th. This was a very informative training both during the lectures and out in the field. There was great feedback and would like to offer it in the Fall to foresters and loggers.
- a) **SUNY Adirondack Ag Program Review,** Rowell mentioned all of the tools and supplies have been purchased for the students to work on the market farm plot at the college. The District held a field workshop with the college Agroecology students where we planned agricultural best management practices for the farm fields and collected soil samples, and Olga from NRCS did trace metal testing and soil aggregate stability testing. District also held a Soil Health on Market Farms workshop taught by

management practices and how to use the market farm tools to benefit soil health. Rowell will be planning the last section of the grant which is a workshop focusing on cover crops this fall.

- b) **Community Conservation Program-review of current status** information sheet was passed around for review- three up for review and approval this month.
- c) **Community Conservation Program application review and approvals, Motion:** by Brown to approve 2 (Jim Seeley-CCE for school garden projects \$1000 and Richard Stockton for Fish stocking and material at a camp program at Rogers Pond \$1000)out of the 3 (denied was Elizabeth little Hogan- this needed more information on what she wanted to accomplish, she will be resubmitting it) community conservation program applications for this month, 2nd by Tim Thomas, carried.
- d) **Current Grant Project Updates,** closing out of Schroon Lake DOS grant next month. All others grant updates are on the Staff reports but all will be starting up next month.
- e) **Manager's Meeting – June 5,** Lieberum stated he will be attending the manager's meeting on June 5th and asked who would like to attend it with him? Tim Costello and Tim Thomas agreed to attend with Lieberum.
- f) **SWCD Board of Directors reporting info,** None this month.
- g) **Other,** 1. Warrensburg High School was the winner of the Warren County Envirothon and advanced to the state and they came in 29th out of 46. Good Job. 2. Lieberum thanked the board members for having the board meeting early for the staff. 3. All staff attended Safety Days at the Warren County Fair grounds and it is a must to attend for next year. It was well planned and we all had a great time and classes were great.

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 Costello to adjourn Directors meeting at 2:29p.m., 2nd Brown, carried.**

Respectfully submitted,

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