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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS June 26th, 2023

PRESENT: James Lieberum, Rhonda L. Jarvis, Nick Rowell, Maren Stoddard, Jake Dunkley, Bob Bombard, Mike Greenslade, Tim Thomas, Dan Bruno, Frank Thomas and Susan Wilson, no attendance: George Ryan Zoom attendees: Mark Brown

- 1) **Meeting was called to order:** called meeting to order at 1:01pm.
- 2) **Approval of the previous SWCD meeting minutes:** **Motion:** by Bruno, to approve May minutes, 2nd by Tim Thomas, carried.
- 3) **Presentation/Training:** No presentation/training.
- 4) **Report of Officers:**
 - a) **Chairman Report,** Brown mentioned he is on vacation in Georgia at Tybee Island, for his 50th Anniversary. He also mentioned he finally received after 25yrs the moose permit he had applied for to hunt moose, so he will not be able to attend the NYACD annual meeting in Penn Yan.
 - b) **Board Member Reports, NONE THIS MONTH.**
 - c) **Treasurer Report:** As far as the financial situation is concerned, the district has \$511,503.22; most of it is in grant money. Bills for payment for June totaled 32,120.93. **Motion:** by Tim Thomas to approve the financial report for May 2023 \$511,503.22, 2nd by Greenslade, carried. **Motion:** by Tim Thomas to approve Bills for payment \$32,120.93 for June operating and grant bills, 2nd by Greenslade, carried. Along with a deposit transfer from the Money Management Account of \$50,000 transfer to the Now Account to pay payroll and payroll taxes for the month of July. **Motion:** by Tim Thomas to approve the \$50,000 transfer for July payroll for the district employees, 2nd by Greenslade, carried. **Motion:** by Greenslade to approve additional bills and invoices is, Warren County Treasurer for Health + \$5,556.74 plus Guardian life +\$223.26, Warren County DPW-F350 work-\$389.99 and Hydroseeder work-\$1,409.48, Warren County Treasurer- office phone bill-\$93.20 for three months. the community conservation application completion from Daniel Smith, Town of Chester at the Dynamite Hill Trails \$992.76 and Braley & Noxon \$52.97, 2nd by Wilson, carried. **Motion:** by Greenslade to approve that Lieberum move funds out of money management account funds from the 4hr erosion and stormwater trainings Of \$100,000.00 \$75,000 to the Vehicle fund and \$25,000 to the Liabilities account, 2nd by Tim Thomas, carried.

- d) **Correspondence:** 1. Flyer on Save the date from NYACD Annual meeting being held October 24-26, 2023, in Penn Yan, NY. 2. Pamphlet from the ESSLA east shore annual meeting Bombard attended with his picture in it. 3. SUNY ADK report to the community the district is mentioned several times which is great to see. 4. Thank note to district from the Stony Creek Free Library from the arbor day program. 5. Thank you email to Rowell from Kayleigh Winne for ASCEND Mental Wellness for selecting them for a grant from the districts ccp program and the help with the soils to make it happen. 6. District is mentioned in the Lake George Mirror for work at the nettle meadow farm in Thurman. 7. A terrific Article in the New York Outdoors news from Dan Ladd on the district Envirothon which was held at the Warren County Hatchery in Warrensburg.

5) **SWCD Business:**

- a) **Addition to the Personal Policy Holidays for approval-Juneteenth, Motion:** by Wilson to approve the additional holiday-Juneteenth to the personal policy, 2nd by Tim Thomas, carried.
- b) **Approval for LGPC Contract and SUNY ADK, Motion:** Bruno to approve the MOU for LGPC for accepting up to 73,000 +/- funds to completed projects in the watershed. MOU with SUNY ADK for extending the district support from our Part C funding on water sampling in Glen Lake and Friends Lake up to \$750.00, 2nd by Greenslade, carried.
- c) **July 12th Water Quality Strategy Committee meeting,** Lieberum mentioned if you can make it to this month's Water Quality Committee meeting on July 12th it will be at the Bolton Conservation Club as a training/education event, as of today there is around 22 people signed up. Please let Lieberum know if are interested in attending.
- d) **Cornell Cooperative Extension Meeting,** Lieberum mentioned the district staff and Cornell cooperative extension staff met for a meet and greet. The two agencies will be working towards knowing each other's services and who performs each one in the agencies. Congratulations to John Bowe who is now director of the Cornell cooperative extension. It was a great meet and greet and the district is looking forward to working with Cornell in the future.
- e) **Warren County Hazard Mitigation Plan,** Lieberum mentioned the work is continuing the County Hazard Mitigation Plan. The process is wrapping up with public review and the comment review will be available online. Lieberum presented a PowerPoint for the Town of Horicon on the plan and hazard mitigation. This will be put up on the district website along with Warren County's.
- f) **2023 SWCD Office Work,** Lieberum mentioned the district building has an upstairs that is half completed and is looking for the help and support of the county to get it completed for a CO to house an agency and/or further employees of the district. Lieberum has started the process and materials have been ordered with the help of the County this will get completed hopefully by end of summer.
- g) **2023 NYACD October 24-26, Hampton Inn, 110 Mace Street, Penn Yan,** Lieberum will send out all information on this year's annual meeting

when it becomes available to him. Rhonda will be attending this year's annual meeting so if anyone is interested in attending after the information is available to us let Rhonda know as soon as you can so arrangements can be made. This year it does not interfere with the Stormwater tradeshow so Lieberum may be attending.

- h) **2024 SWCD Budget subcommittee;/items**, Lieberum mentioned that next month the district will be setting up the 2024 budget committee and get a meeting set to go over the district budget of 2024, so if any of the board members are interested in being on the committee, please let Rhonda know at the next month meeting.
- i) **July/August/September meeting at Adirondack Folk School**, Lieberum stated that he was interested in having a district board meeting at the Adirondack Folk School and learning more about it. It was discussed by the board and staff have it in later months, so it is not so hot and a less busy time. Lieberum will contact the Adirondack Folk School and get this meeting set up and let the board know when at the next board meeting.
- j) **Proposed changes to AEM Base changes**, Rowell mentioned alongside with Stoddard that the AEM Base changes are looking good for the district on certain projects that have been submitted. More opportunities for the district to expand their AEM programs. It has increased its Tier 4 cost share program amounts from 100,000 to 200,000 in a two-year submission. Great news for the district.
- k) **Woodlot Ownership 101 wrap up**, Lieberum mentioned there were about 33 attendees on June 3rd at SUNY ADK with great presenters throughout the day: Jim Lieberum-WCSWCD, Bruce Cushing-Southern Adk Chapter chair, Peter Taylor-Accidental, landowner, Paul Curtis-Real Cost of owning, Landowner, Joe Chairvolotti- Oswego SWCD, Scott Fitscher-USDA/NRCS, Rich McDermott, NYS DEC forester and Kris Williams, Forest health. This was a well-received workshop, and the district is hoping to continue this each year.
- l) **4 Hour ESC attendance policy confirmation, Motion:** by Bruno to continue the 4-hour ESC Attendance policy confirmation part and just keep letting folks know how it runs, 2nd by Tim Thomas, carried.
- m) **Champlain watershed improvement Coalition of NY (CWICNY) update**, See District Reports. Rhonda has fixed and completed the CWICNY books and has handed them over to Chas, Franklin County, along with the CPA instruction and completion of 2023 books. Lots of things moving forward in CWICNY one is the district may host the CWICNY coordinator in the district office upstairs, but will not be looking to bring them on as an employee.
- n) **Upper Hudson River Watershed Improvement Coalition update**,
- o) **Current grant Projects**, District will be applying for 2 NYS DEC grants for this year deadline is July 27th, 2023. The planning grants have been received and work has been started on those three. NYS DEC has contacted the district to say that the Sanford Street applications have been approved for the district to start the planning process and Lieberum will be completing this with Stoddard to keep that moving forward.
- p) **Community Conservation Program, Motion:** by Frank Thomas to

approve the community conservation program from CCE Warren County for an outdoor classroom in the amount of \$1,000.00 with some additional information added on conservation events/material, so it will be pending on information. Also, to approve payment to the completion of the trail improvement and maintenance in the Town of Chester to Daniel Smith in the amount of \$992.76, 2nd by Wilson, carried.

- q) **SWCD Board of Directors Reporting Info (for performance measures)**, Frank Thomas attends the NYACD zoom meetings each month, Bruno attended the WQ meeting and Tim Thomas, Greenslade and Brown attended the management meeting.
- r) **Other**, NONE

6) **Staff Reports:**

- a. **Jim Lieberum, DM**, Lieberum's report was reviewed.
- b. **Robert Bombard, WRS**, Bombard's report was reviewed.
- c. **Nick Rowell, NRS**, Rowell's report was reviewed.
- d. **Maren Stoddard, SDT**, Stoddard's report was reviewed.
- e. **Jacob Dunkley, DT**, Dunkley's report was reviewed.
- f. **Ryan Cunningham, NYS SWCC**, Cunningham's report was reviewed.

- 7) **Adjournment: Motion:** by Tim Thomas to adjourn meeting at 2:16pm, 2nd by Bruno, carried.

Respectfully submitted,

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