



Sullivan County Soil & Water Conservation District
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Sullivan County Soil & Water Conservation District
Board of Directors Meeting
January 9, 2023

Minutes

- I. Call to Order:** Vice Chairman Kaplan called the regular business meeting of the Sullivan County Soil & Water Conservation District Board of Directors to order at 6:00 p.m.

Board members present – Robert Kaplan, Vice Chairman Eugene Benson, Treasurer
 Justin Sutherland, Farmer John Diehl, Farmer
 George Conklin, Legislator

Board members absent – Wilfred Hughson, Chairman Nadia Rajs, Legislator

Agency representatives: – Brian Brustman, SWCD Lisa Schick, SWCD

- II. MINUTES:** J. Diehl made a motion to accept the minutes from the December 12, 2022, board meeting, G. Conklin seconded, no one opposed, the motion was passed and carried.

III. WRITTEN & VERBAL REPORTS:

NRCS: No written report
FSA: No written report
CCE: See written report
NYSSWCC: See written report

IV. OLD BUSINESS:

A. Neversink/Rondout Grant: See written report

B. Program Updates:

- Tree & Shrub program is almost up and running. The on-line store is being created and the bank account has been opened. The credit card processing will be through GoDaddy host site, a 2.3% plus .30 cent transaction fee.
- Working on Ag assessments.
- The 2023 CPFR request was approved for the Town of Thompson- park river access.

Program Updates: cont.

- Spoke with insurance agent and County Lawyer about Health Insurance Buyouts. Buyouts should be based on qualifying plan once requested and proof of insurance given.

V. NEW BUSINESS:

A. Bank Statements: The bank statements were reviewed.

B. No Oath of Office needed.

C. Director Reappointment: R. Kaplan and J. Diehl director term has been extended to 2024. Legislators N. Rajsz and G. Conklin have been re-appointed to the Board for a 2-year term.

D. Reorganization:

- The Following Board of Director Positions were discussed for reappointment:
 - Chairman – Wilfred Hughson-J. Diehl motioned, G. Conklin seconded,
 - Vice-Chairman – Robert Kaplan - J. Diehl motioned, G. Conklin seconded,
 - Treasurer – Eugene Benson – J. Diehl motioned, G. Conklin seconded,
 - Secretary of the Treasurer – Lisa Schick – J. Diehl motioned, G. Conklin seconded,Each candidate accepted the position. All motions to keep the positions the same, no one oppose, the motions were passed and carried.

- E. Benson made a motion to keep the Board of Directors meeting on the second Monday of the month. The Board meetings to be held at 6:00 pm. J. Sutherland seconded the motion, no one opposed, and the motion was passed and carried.
- E. Benson made a motion to keep the meeting per diem at \$25.00. The mileage reimbursement rate will remain being paid at the Federal rate of mileage reimbursement. J. Diehl seconded the motion, no one opposed, and the motion was passed and carried.
- Interest rates of the local banks were reviewed. R. Kaplan made a motion to keep the District's bank accounts with Jeff Bank, Catskill Hudson Bank, and Wayne Bank, and to move excess funds from Jeff Bank to the Catskill Hudson savings account, G. Conklin seconded the motion, no one opposed, and the motion was passed and carried.
- The 2023 Holiday schedule was reviewed. J. Diehl made a motion to approve the 2023 Holiday schedule with 13 ½ holidays, J. Sutherland seconded the motion, no one opposed, and the motion was passed and carried.

E. District Policy:

- The following District Policies were presented for discussion and reviewed:
 - Directors Attendance Policy
 - Personnel Policy
 - Procurement Policy
 - Internal Review Policy
 - Investment Policy
 - Internet & E-Mail Policy
 - Capital Asset Policy

District Policy: cont.

- o Sexual Harassment Policy
- o FOIL Policy
- o NYS Public Employer Emergency Plan

The Board of Directors reviewed the policies. J. Sutherland made a motion to keep the above policies, except Personnel, as written, J. Diehl seconded, no one opposed, the motion was passed and carried. The Personnel policy will be updated and reviewed again at the February meeting.

F: COLA: COLA’s discussed, J. Diehl made a motion to give a 3% increase to District employees, matching the 3% COLA in NYC DEP grant contract. J. Sutherland seconded the motion, no one opposed, and the motion was passed and carried.

G: Proposed NYS SWCD Law change: The NYS Watershed Health Coalition is proposing a change in the District Law that would have a negative impact on District’s management of environmental and land issues. J. Diehl made a motion to compose a letter opposing the proposal, E. Benson seconded, no one opposed, the motion was passed and carried.

H: Information on FMLA and PFMLA will be gathered and reviewed at a later date.

VI. DISTRICT CLAIMS: J. Diehl made a motion to approve abstracts, bills and pre-approvals, seconded by J. Sutherland, no one opposed, the motion was passed and carried.

2022 – 12B	\$ 475,939.42
2023 – 1A	\$ 7,277.05

Bills presented to the Board for pre-approval: Total - \$ 150,286.93 - See breakdown sheet

VII. TREASURER REPORT: The Profit and Loss and the Balance Sheet were reviewed. J. Sutherland made a motion to approve the reports, G. Conklin seconded, no one opposed, the motion was passed and carried.

VIII. NEXT MEETING: Monday, February 14, 2023 at 6:00 p.m.

X. ADJOURNMENT: Adjourned at 7:25 p.m. - Motion by G. Conklin

Lisa Schick,
Program Assistant

Robert Kaplan,
Vice-Chairman