



**Sullivan County Soil & Water Conservation District**  
**64 Ferndale-Loomis Road Liberty, NY 12754**  
**(845)292-6552 Fax (845)295-9073**

**Sullivan County Soil & Water Conservation District**  
**Board of Directors Meeting**  
**August 13 2012**  
**Minutes**

**I. Call to Order:** Chairman Hughson called the regular business meeting of the Sullivan County Soil & Water Conservation District Board of Directors to order at 8:00 p.m.

Board members present – Wilfred Hughson, Chairman, Robert Kaplan, Co-Chairman  
Beverly Martin, Treasurer Harold Russell, Member  
John Gorzynski, Member Kitty Vetter, Legislator  
Gene Benson, Legislator

Agency representatives: – Brian Brustman, SWCD Lisa Schick, SWCD  
John Kline, SWCD Leslie Kirby, SWCD  
Karen Rauter, SWCD/NR Stacie Howell, SWCD/NR  
Brenden Wagner, SWCD/NR

**II. MINUTES:** Robert Kaplan made a motion to approve the minutes from the July 9, 2012 meeting, Beverly Martin seconded, the motion was passed and carried.

**III. WRITTEN & VERBAL REPORTS:** See attached written reports

**IV. OLD BUSINESS:**

A. Neversink/Rondout Grant: See written report.

- The demonstration project is underway and on schedule. For outreach and education purposes, the project was photographed with a time lapse camera, and the video was shown at the meeting.
- The EWP Clair Road project is out to bid with a site showing this Thursday and bid opening on August 27<sup>th</sup>.
- CWC debris removal project is complete. There was a late submission for a tank in the stream. CWC has added it to the grant and we are awaiting a cost estimate.
- The fall project for CSBI will be a bioengineering project for Tom Panasci and Alan Bailey properties. The Van Aken Riparian Management Plan is complete and the landowner agreement is almost in place.
- Karen would like a seasonal intern to start around September and work through December. Harold Russell made a motion to approve a four month seasonal position, Beverly Martin seconded, the motion was passed and carried.

**B. Flood Mitigation Work:**

- Worked on sites with county/town and have applications in for 32 sites and some have been received.
- Brian is working with DPW to get the MOU in place. Payment cannot be made until the MOU is in place. Brian would like to pay Ken Redard for the work that he has already completed. Future project contractors will be informed that payments will take a little longer. Gene Benson made a motion to pay Ken Redard, Beverly Martin seconded, the motion was passed and carried.

**V. NEW BUSINESS:**

A. Bank Reconciliation: The July bank reconciliation was reviewed by the Board of Directors.

**B. Bonacic Flood Monies:**

- The District will be receiving \$400,000 from Senator Bonacic for flood mitigation projects. Brian has spoken with Senator Bonacic's office, and their Division of Housing, and we are awaiting for paperwork and details.
- The projects will follow state procurement policy. Brian should find out if prevailing wage will be needed.

C. Employee Review: The Board reviewed Stacie's and Brenden's 90 day employee evaluation.

D. Audit Report: The 2011 Audit report was handed out. The Board suggested I review the balance sheet and compare with our monthly balance sheet for accuracy and contact auditors if required.

**VI. DISTRICT CLAIMS: Robert Kaplan made a motion to approve abstracts and bills, seconded by Gene Benson, the motion was passed and carried.**

|           |              |
|-----------|--------------|
| 2012 - 7B | \$ 48,434.94 |
| 2012 - 8A | \$ 14,567.76 |

Bills presented to the Board for pre-approval:

|                            |                          |
|----------------------------|--------------------------|
| Kenneth Redard (Flood)     | \$15,140.00              |
| Sullivan County DPW(Veh)   | \$ 392.55                |
| Cardmember Svs (Nev/Rond)  | \$ 1,270.00 and \$527.96 |
| Waypoint Technology(Nev/R) | \$ 1,811.00              |

**VII. TREASURER REPORT:** The Treasurer Report and Balance Sheet were reviewed. Harold Russell made a motion to approve the Treasurer Report only, Gene Benson seconded, the motion was passed and carried. The balance sheet needs to be addressed with the auditors.

**VIII. NEXT MEETING:** Monday, September 10, 2012 at 8:00 p.m.

**X. ADJOURNMENT:** By regular motion at 9:15 p.m.

Lisa Schick,  
Program Assistant

Wilfred Hughson,  
Chairman