



**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**  
**March 11, 2016**

**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 6:00 p.m.

Board members present –	Wilfred Hughson, Chairman	Robert Kaplan, Vice Chairman
	Harold Russell, Member	John Gorzynski, Member
	Gene Benson, Member	

Board members absent –	Nadia Rajsz, Legislator	Mark, McCarthy, Legislator
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Agency representatives: –	Brian Brustman, SWCD	John Kline, SWCD
	Lisa Schick, SWCD	Les Kirby, SWCD
	Karen Rauter, N/R, SWCD	Anthony Capraro, NRCS

**II. MINUTES:** G. Benson made a motion to table the minutes from the February 8, 2016 Meeting in order to review requested changes, R. Kaplan seconded, the motion was passed and carried.

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

T. Capraro (NRCS):

- Regional Conservation Partnership (RCP) Program was announced. This program is for Forestry conservation and it is administered under and subject to EQIP regulations. This program is a voluntary sign up but projects are ranked. A copy of sign-up paperwork will be left at the office for applicants.
- Total of ten (10) EQIP applications for Sullivan Residents were submitted with five (5) applicants were eligible and have received approval for funding.

B. Brustman – for FSA: See Written Report

**IV. OLD BUSINESS:****A. Neversink/Rondout Grant:** See written report

- Finishing up the Claryville flood analysis with Barton & Loguidice. Should receive final draft and intend to present to Town Committee in two weeks and then present to Town Board in April. This is the end of the process for Claryville.
- Beginning the work for the Sundown flood analysis, Town of Denning, in Ulster County.
- Planning projects for Claryville. Have three sites picked out in the Town of Denning. Sent out four RFPs for survey work and only two responded. Presented two Survey contracts for Willies signature, Brooks & Brooks Surveying and Catskill Region Surveying Services.
- Working on planning the projects this year and implement them next year.
- A RFP for engineering work was sent out to five firms and two responded and are being reviewed. Chose to work with both firms, Barton and Loguidice and Louis Berger. Should have the two contracts ready for approval at the next board meeting.
- Brenden Wagner has been rehired and started March 14<sup>th</sup>.
- The new District truck, for use by the Neversink/Rondout program, has been ordered. It was ordered through the state bid and is slated to arrive in June.

**B. District Policy:**

- The Continuity of Government plan was reviewed. A simplified wording to show Continuity of Government will be added to the Personnel Policy.

**C. No-Till Seeder Rates:**

- Rental agreement was presented for approval. H. Russell made a motion to accept the rates and agreement based on a trial two-year learning period, G. Benson seconded the motion, the motion was passed and carried.

**D. 2016 Payroll:** Salary breakdown sheet was presented Board members for signature.**V. NEW BUSINESS:****A. Bank Reconciliation:** The February bank reconciliation was reviewed.**B. Contractor Training:** District holding a training class on Wednesday, April 6<sup>th</sup>.**VI. DISTRICT CLAIMS:** H. Russell made a motion to approve abstracts, bills and pre-approvals, seconded by G. Benson, the motion was passed and carried.

2016 – 2B	\$ 19,123.60
2016 – 3A	\$ 23,741.18

Bills presented to the Board for pre-approval: See sheet

**VII. TREASURER REPORT:** The Treasurer Report and Balance Sheet were reviewed. R. Kaplan made a motion to approve the Treasurer Report, G. Benson seconded, the motion was passed and carried.

**VIII. NEXT MEETING:** Monday, April 11, 2016 at 8:00 p.m.

**X. ADJOURNMENT:** Adjourned at 7:20 p.m. - Motion by H. Russell

Lisa Schick,  
Program Assistant

Wilfred Hughson,  
Chairman