



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
May 8, 2017
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, Gene Benson, Treasurer
Robert Kaplan, Vice Chairman Nadia Rajsz, Legislator

Board members absent – Mark, McCarthy, Legislator Harold Russell, Member
John Gorzynski, Member

Agency representatives: – Brian Brustman, SWCD John Kline, SWCD
Les Kirby, SWCD Lisa Schick, SWCD
Karen Rauter-SWCD/Nev-Rond Anthony Capraro, NRCS

II. MINUTES: R. Kaplan made a motion to accept the minutes from the March 13, 2017 board meeting, N. Rajsz seconded, the motion was passed and carried.

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

A. A. Capraro (NRCS):

- Conservation Stewardship Program (CSP)- Have 1 applicant for forestry. Deadline is May 12.
- CRP Grassland- 1 applicant for a grazing plan and the plan is due June 17.
- EQIP approved – 6 in Sullivan county, 5 are moving forward and 1 is waiting on a biologist plan, which will have about 20 acres of habitat land to bring back into production.
- RCPP-(Regional Conservation Partnership Program) will be coming out with a second round.

B. B. Brustman: (FSA):

- There was no April meeting. Waiting to hear when the May meeting will be held/
- Deadline for seeding program is coming up. Waiting for landowners to do their seeding before they come down to do reporting work.

IV. OLD BUSINESS:

A. Neversink/Rondout Grant: See written report

- Developing grants for the educational and research program.
 - A contract with USGS for a summer internship for a fisheries project is being submitted for board approval. We will be funding USGS to do a long-term fish study that will last about 3 years. We have interviewed a candidate that we would like to offer a 3-month full-time temporary position.
 - Three education grants are in progress. One is at the Time and the Valleys Museum where we are doing scholarships for water history. One has completed and was with the Tri Valley Central School for students for a field day at Stone Cabin Brook where they are doing a film documentary. The third project is with landowners and another filmmaker.
- Watershed assessments on 3 brooks/tributaries; Trout Creek, Sugarloaf Brook and Moll's Brook. SUNY Ulster interns will do this work.
- Two stream restoration projects are in progress. One is across from Denning Town Hall and one is across from Blue Hill Lodge. Meeting with landowners to get approvals for crossing right of ways.
- Meeting with U.C. DPW Commissioner next week for the S-Turn part of river that has washed out. DEP has devoted \$113,000. for engineering for this project. The District's DEP Neversink/Rondout Grant is working on committing \$500,000. of grant funds to the Ulster County for flood mitigation to the project. It is expected that construction will start next year.
- Planning Coordinator Position – Two candidates were interviewed for the position. It was decided not to fill the position, but instead two are being considered for temporary summer internships. One intern will work on the fish survey with USGS.

B. District Policies: Policies will be tabled to the June meeting.

- An Internship Policy will need to be created

C. District payroll was submitted for Director review and signature.

D. Performance Measures: Bring meeting list to next meeting.

V. NEW BUSINESS:

A. Bank Reconciliation: The March and April bank reconciliations were reviewed.

B. A personnel issue is requested. (8:45 pm) R. Kaplan made a motion to go into Executive Session, E. Benson seconded the motion, the motion was passed and carried. (8:55 pm) N. Rajsiz made a motion to come out of Executive Session, E. Benson seconded, motion was passed and carried. Language as to District's Policy of neutral reference only needs to be added to the personnel policy.

C. District Programs:

- The Tree & Shrub program was a success. We had about 125 orders.
- We are taking orders for the Bass & Minnow program. Distribution is set for June 24th.

D. Insurance:

- Policies will be brought to the next meeting for review.

VI. DISTRICT CLAIMS: N. Rajsz made a motion to approve abstracts, bills and pre-approvals, seconded by E. Benson, the motion was passed and carried.

2017 – 3B	\$ 37,841.65
2017 – 4A	\$ 2,668.72
2017 – 4B	\$ 46,001.25
2017 – 5A	\$ 2,135.19

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

All invoices will now be reviewed by the Board Directors before payment with the exception of reoccurring invoices, as listed below.

- Payroll
- Payroll Withholdings:
 - Federal Payroll Withholdings
 - NYS Payroll withholdings
 - NYS & Local Retirement
- Telephone Bills:
 - Verizon (local calling)
 - Verizon (long distance calling)
 - Verizon Wireless (Neversink Rondout Grant)
 - Magna5/Cornerstone Telephone Company –(Neversink Rondout Grant)
 - Spectrum/Time Warner Cable (internet)
- Rent:
 - Cornell Cooperative Extension (District)
 - Town of Neversink (Neversink Rondout)
- NYSEG
- Employee Benefits:
 - MVP Health Insurance

VII. TREASURER REPORT: The Profit and Loss and the Balance Sheet were reviewed. N. Rajsz made a motion to approve the reports, R. Kaplan seconded, the motion was passed and carried.

VIII. NEXT MEETING: Monday, July 10, 2017 at 8:00 p.m.

X. ADJOURNMENT: Adjourned at 9:35 p.m. - Motion by N. Rajsz

Lisa Schick,
Program Assistant

Wilfred Hughson,
Chairman