

Washington County Soil & Water Conservation District

Minutes of Regular Meeting January 26, 2018 - USDA Service Center, 2530 St. Rt. 40, Greenwich, NY

Attending:

John Rieger, Chairman
John Dickinson, Vice Chairman
Jay Skellie, Director

Corrina Aldrich, District Manager
Lori Sheehan, Office Manager
Ben Luskin, Technician
Robert Kalbfliesh, Technician
Scott Fitscher, USDA-NRCS
Aaron Gabriel, CCE

Call to order at 10:08 a.m. by Chairman Rieger.

Minutes: **Motion** by Dickinson/Skellie to approve the minutes of the December 8th and December 26th, 2017 meetings. **Unanimously carried.**

Treasurer's Report: After review and approval of the finances, **Motion** by Skellie/Dickinson to approve the Treasurer's Report for December and to pay bills as presented. **Unanimously carried.** (Attachment 1)

At 10:12 a.m. Chairman Rieger turned the meeting over to Vice Chairman Dickinson to call for election of the Chairman of the Board.

Organizational Business:

Dickinson called for nominations from the Board for Chairman.

Motion by Skellie/Dickinson to elect John Rieger Chairman of the SWCD Board of Directors. **Unanimously carried.**

At 10:13 a.m. after election of Board Chairman, Dickinson turned the meeting over to Chairman Rieger to chair the remainder of the meeting and election of officers.

Motion by Skellie/Rieger to elect John Dickinson as Vice-Chairman of the SWCD Board of Directors. **Unanimously carried.**

Motion by Skellie/Dickinson to elect Catherine (Kate) Ziehm as Treasurer of the SWCD Board of Directors. **Unanimously carried.**

Motion by Dickinson/Skellie to appoint Lori Sheehan as Secretary/Assistant Treasurer of the SWCD Board of Directors. **Unanimously carried.**

Motion by Skellie/Dickinson authorizing payment of certain bills prior to Board approval, including payroll, health/dental insurance, office/field supplies, employee travel, County pool car, and reimbursement of petty cash. **Unanimously carried.**

Motion by Skellie/Rieger to appoint John Dickinson the representative to the Water Quality Coordinating Committee. **Unanimously carried.**

Motion by Dickinson/Skellie to appoint John Rieger, with Robert Kalbfliesh as his alternate, the representative to the Greater Adirondack Resource Conservation and Development Council (RC&D); and Ben Luskin the representative to the NYS-DEC Region Fish and Wildlife Management Board. **Unanimously carried.**

Agency & Staff Reports:

FSA: December 2017 GovDelivery Bulletin was distributed.

CCE: Reported by Gabriel:

- 79 people signed-up for the Managing Dairy Manure Systems workshop on January 31st.
- Other upcoming workshops: Winter Green-Up Grass-Fed Grazing Conference January 27th; Hudson Valley Value-Added Grain School February 9th; Capital District Pesticide Applicator's Recertification Day March 1st.
- CCE will be looking again to fill the position of Commercial Horticulture, as Lily Calderwood has taken another position and will be leaving CCE the first of March.

District Manager: Attachment 2 – reviewed by Aldrich

District Technician: Attachment 3 – reviewed by Kalbfliesh

District Technician: Attachment 4 – reviewed by Luskin

District Conservationist: Reported by Fitscher:

- EQIP Funding: A total of 110 applications were received in the northeast area of the State, and 56 of those applications were from the Hudson-Mohawk Team, with 15 of those pre-approved for funding in the Hudson-Mohawk Team area. 2.4 million dollars has been approved in the northeast area, and \$700,000 in the Hudson-Mohawk Team area.
- RCPP: 15 applications approved, 9 in the Hudson-Mohawk Team area, 3 more applications pending. There is funding in the amount of \$280,000 available for 3 more contracts.
- More than half the approved funding is for management of livestock, the rest of the funds is spread out over various resource concerns.
- All contracts and plans in Washington County are written and are on hold until funds become available to be obligated.

NYS-SWCC Report: Attachment 5 – submitted by Steinmuller

Motion by Dickinson/Skellie to dispose of certain 2010 financial records according to Records Retention and Disposal Schedule MI-1. **Unanimously carried.**

Motion by Dickinson/Skellie to approve the following:

- Participation in AEM Program Year 14 (2018-2019).
- Luskin to participate in CDEA business/activities as Division VI representative and to use district credit card as necessary.
- Approval to use general operating funds to purchase food for Saratoga Regional Envirothon.
- Staff to attend Water Quality Symposium March 13 – 16, 2018.
- Washington County Highway Association Dues (\$50); NYS-CDEA Fair Assessment (\$100); NY Association of Conservation Districts Assessment (\$1,500); Water Quality Symposium Division 6 Silent Auction Donation (\$20); staff to attend CaroVail Grower Meeting (\$50). **Unanimously carried.**

Upon review of District Policies, **Motion** by Dickinson/Skellie to approve the following policies with no changes: Personnel Policy, Credit Card Policy, Director Attendance & Replacement Policy, Dispute Resolution, Drainage Assistance, Freedom of Information Law, Information Technology Resources, Internal Controls, Investment, No-Till Seeder Rental, Pond Site Evaluation, Procurement Policy, Sexual Harassment. **Unanimously carried.**

Motion by Skellie/Dickinson to approve payment to Mark J. Buckley, P.E. (\$2,410) for design of a 4 ft. sediment basin for Part C Stormwater and Erosion Control Program. **Unanimously carried.**

Motion by Skellie/Dickinson to approve the following AgNPS Grant Round 19 Closeout Payments:

- David Swezey - Final Payment (\$27,768.90)
- Kenneth Thomas - Final Engineering Payment (\$2,253.74)
- Washington County SWCD - Personal Services Fee Earned (\$18,172.00)
- Washington County SWCD – Reimburse Round 19 Grant Account for overpayment made to farmer (\$152.60)

Unanimously carried.

Motion by Dickinson/Skellie to approve the following AgNPS Grant Round 22 payments to Woody Hill Farm:

- Engineering Payment (\$5,187.60)
- BMP Payment for Waste Storage & Transfer System – Hank’s Farm (\$523,908.00)

Unanimously carried.

There was some discussion about the need for the District to maintain two no-till seeder drills. Further discussion on this matter is tabled until the February meeting.

The next Board meeting will be held on February 23, 2018, at 10:00 a.m. in Greenwich.

Directors Idleman and Skellie will conduct an internal audit of the 2017 financial records prior to the meeting.

Motion by Skellie/Dickinson to adjourn the meeting at 11:58 a.m. **Unanimously carried.**

Lori Sheehan, Secretary

Director

Reports Attached: *Treasurer, District Manager, District Technicians, NYS-SWCC*