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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

March 23rd, 2015

PRESENT:

Frank Thomas, Chairman	Jim Lieberum, DM
Tim Costello, Director	Rhonda L. Jarvis, OM
Charlie Main, Director	Dean Moore, Sr. DT
George Ryan, Director	Nick Rowell, NRS
Mark Brown, Director	Bob Bombard, WRS
Ronald Montesi, Vice Chairman	
Evelyn Wood, Director	
Bill Lupo, NYS DEC	

- 1) **Meeting was called to order:** Chairman Thomas convened the Director's meeting at 1:03pm.
- 2) **Approval of the previous SWCD meeting minutes:** **Motion:** by Maine to approve the February 2015 minutes, 2nd by Wood, carried.
- 3) **Report of Officers:**
 - a) **Chairman Report:** Thomas mentioned the Hazzard Mitigation capital project 5 year plan is moving forward that Lieberum has been involved in.
 - b) **Treasurer Report:** As far as the financial situation, the District has an estimated \$86,791.14; most of it is in grant money. Bills for payment for March totaled \$3,174.01 and approval of February financial report 2015. All grant account approvals for payment in March if added are approved. **Motion: by Montesi to approve all bills for payment for March, 2nd by Costello, carried. Motion: by Montesi to approve the financial report for February 2015, 2nd by Costello, carried.**
 - c) **Correspondence:** 1. NYS DEC Giant Hogweed Program 2014 Annual Report. 2. The Empire State Granger Monthly magazine. 3. Letter from LCBP Lake Sunnyside grant was not funded.
- 4) **SWCD Business:**
 - a) **2015 Legislative Days review,** Lieberum and Ryan had attended Legislative Days in Albany they had meetings with Betty Little and Dan Stec, they both are always on board with what the Districts are trying to accomplish. Montesi is looking to seek to still be on the Board of the NYACD, he also mentioned they have hired a new executive director. 2015 Annual meeting will be held again at the Raddisson in Utica, NY.
 - b) **2015 NYSCDEA Water Quality Symposium review,** All Staff had attended this training and the District office was only closed two days out of

the week, Scott Fitscher from NRCS and a member of the Warren County DPW helped check on the office and keep operations going. Lieberum mentioned the new location in Syracuse for the symposium was a great change from Auburn. The Staff mentioned the classes they all attended were well received.

- c) **Annual Plan of Work additions**, Lieberum mentioned after attending the Water Quality Symposium Managers Forum, it was realized the District's Annual Plan of Work need to be revised it was completed for the Board members to review and approve. **Motion:** by Costello to approve the new revised APW for 2015, 2nd by Brown, Carried.
- d) **Internship (s)** Lieberum has been working with the County Civil Service department on a Conservation intern description. The District will be looking to hire two interns this year and we like to have the descriptions fit the Warren County Civil Service department. **Motion:** by Wood to hire two interns for the District not to exceed 20 weeks and hourly rate of \$10.00per hour, 2nd by Montesi, carried.
- e) **Brant Lake Aquatic Invasive Species RFP**, Lieberum mentioned that he has and RFP copy down at the County Attorney's Office for review, so it can be sent out as soon as the District gets it back. **Motion:** by Ryan to approve the approval by Martin the County Attorney and send the RFP out for bids, 2nd by Montesi, carried.
- f) **Tree and Shrub Program update**, The District's tree and shrub orders are down this year but we are expecting to sell out of all our extras that have been ordered. Moore is finalizing the numbers with Rhonda. John Persch from Fulton County SWCD will be delivering the District's trees this year to save on shipping cost.
- g) **Farm Talks Update**, March 27th The Farm Talks will have presentations on Christmas tree farming and planning a small fruit tree farm at the NYS DEC in Warrensburg starting at 6pm, see you all there.
- h) **Emergency Stream Intervention Training**, Lieberum and Jim Pinherio, NYS DEC will be presenting a 90 minute Emergency Stream Intervention Program at the Warren County Sheriff's Office on March 24, if any of the board members are interested please just let Lieberum know.
- i) **Updates on existing District grants (DEC, DOS, LCBP, FEMA)**,
Greater Glens Falls Ms4 (NYSDEC) – quarterly report to be developed, along with a financial reimbursement request. Anticipate closing out grant this summer. 2. Schroon Lake (NYSDOS to Town of Chester) – Quarterly report submitted, info sent to State Historic Preservation Office (SHPO), all clear the current projects. Several amendments to the contract have been made, which includes the approval of the Town of Chester to purchase a boat wash station. Lieberum has been spending a fair amount of time with the DOS modifying tasks and budget, but in hopes that this lessens the burden on our office and the communities. 3. English Brook (NYSDEC) – the Exit 22 storm water improvement project is moving along and the Village is anticipating a spring construction timeframe. March 31st is the end of the NYS fiscal year and payments will be halted until the budget is passed. The District will continue to work on the state grants to get ahead on the construction season.
- j) **Other**, Lieberum also had an municipal and SWCD MOU being looked at

by the County Attorney for approval, so the District can have a better working agreement with the other District's and municipalities. **Motion:** by Costello to approve the new MOU approved by the County Attorney and put in place right away after approved, 2nd by Ryan, carried. **Motion:** by Ryan to continue the Schroon Lake Milfoil project as in past years and Lieberum will be the signer of the agreement, 2nd by Maine, carried. **Motion:** by Costello to approve the MOU's for the joining grants that the District's and other agencies are involved in, 2nd by Wood, carried.

- 5) **Other Agencies:** Bob Brower, NYSSWC March 2015 monthly report was reviewed. **BILL LUPO, NYS DEC**, Bill spoke briefly about it has been a pleasure working with the District for many years, he thanked the staff and directors for making it easy working with the group and getting the work completed, as he is retiring in the next weeks.
- 6) **District Staff Reports:**
 - a) **James Lieberum, DM**, Lieberum Report was reviewed.
 - b) **Bob Bombard, WRS**, NO REPORT
 - c) **Dean Moore, Sr. DT**, Moore's Report was reviewed
 - d) **Nick Rowell, NRS**, Rowell's Report was reviewed
- 7) **Adjournment:** **Motion: by Ryan to adjourn Directors meeting at 2:10p.m., 2nd Montesi, carried.**

Respectfully submitted,

Rhonda L. Jarvis, Office Manager/ Treasurer
Date Approved: _____

APPENDIX: A - Treasurer Report
B - Correspondence
C - Partners reports
D- Staff Reports