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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

May 23, 2016

PRESENT:

Frank Thomas, Chairman	Jim Lieberum, DM
Mark Brown, Director	Rhonda Jarvis, OM
Tim Costello, Director	Dean Moore, SrDT
Evelyn Wood, Director	Robert Bombard, WRS
Charlie Maine, Director	Nick Rowell, NRS
Ron Montesi, Vice Chairman	
Craig Leggett, Supervisor of T of Chester	

- 1) **Meeting was called to order:** Chairman Thomas convened the Director's meeting at 1:02pm.
- 2) **Approval of the previous SWCD meeting minutes:** **Motion:** by Montesi to approve the March 2016 minutes, 2nd by Brown, carried.
- 3) **Presenter:** NONE
- 4) **Report of Officers:**
 - a) **Chairman Report:** Thomas mentioned he has attended the Warren County Envirothon and it was great success as always. He also attended a meeting about the Wood Park Maintenance and Soil and Water was mentioned for the sediment ponds, things are still be worked out on the whole maintenance portion.
 - b) **Treasurer Report:** As far as the financial situation, the District has an estimated \$252,657.78; most of it is in grant money. Bills for payment for May totaled \$3,177.46 and approval of April financial report 2016. All grant account approvals for payment in March if added are approved. **Motion: by Wood to approve all bills for payment for May, 2nd by Maine, carried. Motion: by Costello to approve the financial report for April 2016, 2nd by Brown, carried.**
 - c) **Correspondence:** 1. Info email from Vic Putman, RC&D Coordinator about 2016 Waterfest it will be held on July 15, 2016 in Willsboro at Noblewood Lodge on Lake Champlain, more info will follow. 2. 2016 CDEA award recipients picture of the District Chairman for being awarded the district Director Award. Ronald Montesi is the new first Vice president of the NYACD. 3. LGA thanking the District for the recent letter of support for the LGA 2016 Helen V. Froehlich Grant Application. 4. District letter from Lieberum to William Howland LCBP program director thanking him on is upcoming retirement. 5. If any director is interested in the Adirondack

lakes alliance, Lake and River Association symposium please let Lieberum know, along with spring 2016 Regional District Managers Meeting in Ray Brook, NY – Rowell or Rhonda will be attending.

5) **SWCD Business:**

- a) **District New Copier Contract**, This year's copier contract is up and another 5 year contract was presented to Rhonda and it will consist of the same elements as the last contract but with a new copier and the monthly price has been reduced. **Motion:** by Montesi to accept the new copier contract and continue the same service, 2nd by Costello, carried.
- b) **Current Grant Project Updates**, The season is starting to move forward for the District's construction time, most of the District's grants are up and running thus far.
- c) **NYSDEC Round 13 WQIP (CWICNY, UHWC, SWCD)** Lieberum is not sure if the District has time for the NYSDEC Round 13 Grants, the District has a work load now and time will be tight, but the staff is looking into maybe a small grant and if anyone of the board members has anything that would fit into the grants scope of work please let Lieberum know and it will be looked into.
- d) **LCBP Grants**, This District will be applying for a few of this year LCBP Grants and if anyone has a potential project that will fit under the grant guide lines please let Lieberum know.
- e) **Tree and Shrub wrap up**, This year's tree and shrub program went very well and all orders have been picked up. Most of the extra trees and shrub have been sold and very few have been heeled in at the District. Not all of the bills have been received, so once all has been received Rhonda will give a profit and loss sheet for the program.
- f) **Envirothon Review and highlights**, The Envirothon went very well as usual and we had all schools attend except last minute Bolton had to cancel but this year we also was able to recruit Southern Adirondack BOCES and they brought 3 teams. Our winners of the Warren County Envirothon were BOCES Team 1 for first place. First place team will move on to the State competition to represent Warren County. Great Job to all students, donators and Volunteers.
- g) **Friends Lake WMP**, Lieberum received an email from Craig Leggett on a possible contract for helping Friends Lake develop a watershed management plan, it was discussed and Lieberum will make sure it is put on the District's Annual Plan of Work for 2017.
- h) **Japanese Knotweed Control Program**, It was asked that the District look into possible coming up with a program or receiving a grant to start a program to control Japanese Knotweed. It is starting to get out of hand within the Warren County. Hamilton County SWCD has a program already in place where it is a donation base. Lieberum will get a hold of someone in that office to come to the District board meeting and explain the ins and out of their program and how this can possible be started up in Warren County.
- i) **West brook Conservation initiative**, The West brook conservation initiative is still being discussed by many members involved and the District

is still under the part of overseeing the cleanout of the sediments ponds for a fee. The board members are in favor of this part in the west brook upkeep. Lieberum will keep the board informed when he gets word of how it will all work.

- j) **AEM Review**, Rowell is working on final year 11 report, now in year 12 and the District will be doing a full conservation plan this year with the help from Scott Fitscher, NRCS.
 - k) **NYSSWCC Regional Managers Meeting- Ray Brook, June 6, 2016**, see correspondence.
 - l) **Other**, 1. Montesi mentioned that Cliff Frasier from the NYS SSCC will be retiring in August of this year. 2. Last weekend Bombard attended the Spring Fling down at the Warren County Hatchery and it was well attended over 400 people registered. 3. The District has for this summer construction time 1 and ½ interns working, Ashley Leemans works every other week switching with Cornell cooperative extension and Colin Dowd working every week. 4. Village of Lake George is looking to do a project sooner than later with the District grant funds They are wondering the turnaround time for funding and the Round 12 grant up front monies to the District was received already so the money is able to be paid quickly. **Motion:** by Montesi to pay the bills for the Village of Lake George project as they are received by District not to exceed \$10,000, 2nd by Brown, carried. 5. District Law training is do this year for the board members it is a 3 year training Lieberum is looking to have this training completed in September so please mark your calendars to be at this meeting for the training it is part of the District funding from the State and the District get monies taken off if not all board members get the training. 6. A discussion on the comp time and how it is to be used. Lieberum will update personal policy to reflect the discussion of the board for the approval for next meeting. 7. Lieberum has a call into the County (Frank Moorehouse) on who is responsible for the maintenance on the District county building. Lieberum will let the board know the outcome at the next meeting.
- 6) **Other Agencies:** Bob Brower, NYSSWC report was reviewed and Scott Fitscher, NRCS/USDA report was reviewed.
- 7) **District Staff Reports:**
- a) **James Lieberum, DM**, Lieberum report was reviewed.
 - b) **Bob Bombard, WRS**, Bombard report was reviewed.
 - c) **Dean Moore, Sr. DT**, Moore's Report was reviewed.
 - d) **Nick Rowell, NRS, Rowell's**, Rowell's Report was reviewed.
- 8) **Adjournment:** **Motion: by Montesi to adjourn Directors meeting at 2:45p.m., 2nd Wood, carried.**

Respectfully submitted,

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