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MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

May 22nd, 2017

PRESENT:

Frank Thomas, Chairman	Jim Lieberum, DM
Mark Brown, Director	Rhonda L. Jarvis, OM
Craig Leggett, Director	Robert Bombard, WRS
Tim Costello, Director	Dean Moore, Sr. DT
Ronald Montesi, Vice Chairman	Nick Rowell, NRS
Evelyn Wood, Director	Bob Brower, NYSSWC

- 1) **Meeting was called to order:** Chairman Thomas convened the Director's meeting at 1:00pm.
- 2) **Approval of the previous SWCD meeting minutes:** **Motion:** by Brown to approve the April's 2017 minutes, 2nd by Costello, carried.
- 3) **Presenter:** - No Presentation this month.
- 4) **Report of Officers:**
 - a) **Chairman Report:** Thomas has no report but just to say spring is finally here.
 - b) **Treasurer Report:** As far as the financial situation, the District has \$365,025.69 for March the difference was the addition of Lieberum's new baby on insurance it was adjusted the correct way which fixed the difference and \$302,884.87 for April; most of it is in grant money. Bills for payment for May totaled \$17,768.25 Operating bills and Grant Bills for \$15,744.80. **Motion: by Montesi to approve all bills for payment for May, 2nd by Brown, carried. Motion: by Wood to approve the financial report for March and April 2017, 2nd by Montesi, carried.**
 - c) **Correspondence:**
 1. Three staff people are interested in direct deposit through the District and Rhonda has looked into it and it is free to the District through Glens Falls National Bank, where the District's accounts reside. **Motion:** by Wood to approve the Direct Deposit for the three staff members and have it set up through the District, 2nd by Montesi, Carried.
 2. Letter from Brian from the NYS Soil and Water Conservation District stating the clarifications for the Part C monies funded by them for the District.
 3. Letter from the Warren County Parks and Rec. thanking Bombard for representing the District at their 2nd annual Spring Zing held at the Hatchery in Warrensburg.
 4. Letter from Sherry Slater, B.O.C.E.S teacher who brought the Envirothon team to the Envirothon Event last month, thanking the District for the wonderful opportunity the District has

provided for the youth to experience the Environmental conservation field.

5) **SWCD Business:**

- a) **Tree and Shrub Program review**, the District had over one hundred orders and many left overs to sell, most have sold. The district had to put a few in the ground in hopes to keep selling them. The District had as of today but may have few more invoices that will have to be paid coming in but made a profit around \$800.00.
- b) **Warren County Envirothon review**, The winning team for the Envirothon was North Warren High School team 1 they will advancing to the State competition at Hobart and William in Geneva, NY on May 24 & 25th, 2017. 9 Schools participated in this event and 105 students, many volunteers from all agencies and thank you to over 25 donators that were involved. It was a great day.
- c) **West Brook Conservation Initiative**, This West Brook Conservation Initiative was formerly requested by the county. **Motion:** by Leggett with resolution from the board to approve the work requested by the county up to 80hrs of the Districts time and will be an hourly rate if over 80hrs be charged to the county, 2nd by Wood, carried.
- d) **Dry Hydrant program review**, Lieberum printed up a Dry Hydrant program sheet for the board members to review and apply to the new updated dry Hydrant program.
- e) **Part C review and approvals**, Lieberum passed around a spreadsheet of the Part C funding expenditure sheet for the board members review and approval of some of the purchases coming up. **Motion:** by Montesi to approve the funding for Roadside drainage/AEM resource protection project \$997.00 and the WAIT House garden project \$500.00, 2nd by Brown, carried.
- f) **New District position**, There has been many meetings on the new position coming available for the District, the county is willing to help fund this position for the next three years, this person will be a district person. Lieberum will be setting up a meeting with some of the board members to discuss it further and it is a work in progress.
- g) **2017 NYSDEC Water Quality Improvement Program**, Lieberum mentioned 2017 NYS DEC round of grant has been received, so please if you know of any projects in need of funding please bring them forward to the District staff for review and submission to NYS DEC, the District would like to submit at least 3 or 4 for this round of funding.
- h) **Summer/Fall project tours**, to be continued until next meeting for discussion on where to go, suggestion where put out there to think about.
- i) **Current grant project updates**,
 1. **Schroon** – the storm water projects at the Town Hall and Leland Avenue are moving forward, construction will start very shortly.
 2. **HMG-** the Hazard Mitigation process is rapidly being processed, already 6 have gotten back to Lieberum and they are on board and getting approval, when completed then it will ready pending FEMA approval.
 3. **LCBP-Habitat-** Bombard will be setting up site visits with

Queensbury, Chester and Horicon for some upcoming projects and the work will be starting up soon.

- 4. **NYSDEC Erosion Control-** Moore has mentioned the material has been delivered and stacked away for the upcoming season of Hydroseeding. Round 13 NYS DEC Erosion Control grant is moving forward on Grants Gateway for the next 3 years.

- j) **Other,** 1. The District has received another F.O.I.L request, it was responded to but not sure if it was directed for the District or Warren County itself, in response it was given the District's information and directed to the County website for their information. 2. Lieberum will be working with a landowner on his property to open up some of his trees and shrubs for the utilization of the District's trainings.

- 6) **Other Agencies:** Bob Brower, NYSSWC report was reviewed and Brower highlighted some of the key things in his report and mentioned this would be the District's last time seeing him here at the meetings he will be retiring at the end of July.

- 7) **District Staff Reports:**

- a) **James Lieberum, DM,** Lieberum's report was reviewed.
- b) **Bob Bombard, WRS,** Bombard's report was reviewed.
- c) **Dean Moore, Sr. DT,** Moore's report was reviewed.
- d) **Nick Rowell, NRS,** Rowell's report was reviewed.

- 8) **Adjournment: Motion: by Wood to adjourn Directors meeting at 2:40p.m., 2nd Montesi, carried.**

Respectfully submitted,

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