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## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS May 26th, 2020

### **PRESENT:**

District Office Closed due to COVID-19 a Zoom meeting was held Mark Brown, James Lieberum and Rhonda Jarvis, Maren Alexander and Robert Bombard were at the District office, socially distancing ourselves. Zoom members: Craig Leggett, Susan Wilson, Tim Thomas, Dan Bruno, Nick Rowell, Ryan Cunningham, Mike Greenslade and John Strough.

- 1) **Meeting was called to order:** Brown called meeting to order at 1:00pm.
- 2) **Approval of the previous SWCD meeting minutes: Motion:** by Greenslade to approve meeting minutes for February and March, 2<sup>nd</sup> by Thomas, carried.
- 3) **Presenter:** NONE
- 4) **Report of Officers:**
  - a) **Chairman Report:** Brown would like to thank District staff for doing a great job in this time of covid-19 and adjusting to everything that is happening and still getting work completed.
  - b) **Treasurer Report:** As far as the financial situation, the District has an estimated \$221,309.29; most of it is in grant money. Bills for payment for May totaled \$8,106.66 and grant bills - none, approval of April financial report 2020. **Motion: Wilson to approve all bills for payment for May with addition invoices totaling 1,183.17, and signature sheets were signed and returned, 2<sup>nd</sup> by Bruno, carried. Motion: Wilson to approve the financial report for April 2020, signature sheets signed and returned, 2<sup>nd</sup> by Bruno carried.**
  - c) **Correspondence:** 1. Thank you card from John Farer for the district helping him. 2. Article in the post star on tornado in Saratoga Springs and Lieberum wanted to mention to board the county is looking to update county's hazard mitigation plan through grant funding. Lieberum will keep you updated on that.
- 5) **SWCD Business:**
  - a) **Office of Operations Plan-moving forward, Covid 19 Office Specific:** District is still operating with limited office staff and the remainder staff will be working at home. Site visits are allowed, minimizing contact with individuals. If necessary, 2 staff may go into the field for the same project (GIS mapping) but 2 vehicles must be used and distances must be used along with PPE. The District will be phasing in staff members as things open

up, district will start with 3 tech people in one week then switch to others in the following until we can open fully. **Motion:** by Thomas to approve the moving forward office operations, 2<sup>nd</sup> by Greenslade, carried.

- b) **Arbor Day/Tree Planting Program**, Maren and Moore picked up Arbor Day tree order in Galway great supply this year. Nine trees were delivered Pine View Cemetery, Hovey Park, Glens Falls DPW and Tannery Park. Maren did an Arbor Day event planting as well in Tannery Park for the Warrensburg Beautification Committee and the Historical Society.
- c) **Warren County and State Envirothon competitions, Moore** mentioned this year warren county Envirothon was great it was via zoom this year. District has 6 teams originally but 2 teams from BOCES were not able to resume. Two teams from Warrensburg High School and two teams from Glens Falls completed the competition. Warrensburg Team 1 was victorious and they will go onto the State Envirothon also be held zoom competing with eighteen other schools in the state. Certificates and prizes will be mailed to winners.
- d) **Upper Hudson River Watershed Coalition**, Rowell mentioned he has a great zoom meeting with Upper Hudson Coalition group on NYS DOS and DEC grants that the coalition was granted WaveMaker award by the Hudson River Watershed Alliance for roadside erosion and DOS Watershed Plan.
- e) **Champlain Watershed Improvement Coalition of New York**, Lieberum had a teleconference with CWICNY organization, which they have decided to cancel this year Stormwater Tradeshow. CWICNY has a grant through the Lake Champlain Basin Program and they will move forward in getting the work completed for that grant.
- f) **Warren County Water Quality Strategy Committee meeting**, Lieberum mentioned there will be a Warren County WQ Strategy Committee meeting via Zoom put on by Chris Belden it will be tomorrow please let him know if you would like to be a part of it and Lieberum will send you the info.
- g) **Current grant project updates**, the staff has completed the scope of works for the new NYS DEC Grants and just waiting to see what is happening with them now. The Lake Champlain Basin Program has confirmed that the funding is there and district will be reimbursed within the normal period of time, once district begins billing. See staff reports for other grant updates.
- h) **Community Conservation Program Evaluation Discussion**, Warren County Mental Health program of \$1,000
- i) **Community Conservation Program Review**, The Curtis S. Read Scout Reservation fish stocking application of \$1,000 was denied after the NYS DEC was over to help with the pond, it is too shallow with vegetation patches, the District will be working to help correct some problems they are having, so they can move forward with there project. Mid-June Bombard will test waters and ask if Randy from LGA would like to use drone to see the foliage overhead of pond. **Motion:** Thomas to approve new application Warren County Mental Health program of \$1,000 to help support the community, 2<sup>nd</sup> by Greenslade, carried.
- j) **June Board Meeting**, This will resume the same way on the 22<sup>nd</sup> of June,

2020.

- k) **SWCD Board of Directors Reporting Info**, None (Please make sure all board members email Rhonda if they have taken any courses or seminars or meetings.
- l) **Other**,
  - 1. Leggett asked Moore about the dry hydrant plans for Loon Lake that was discussed. Moore mentioned he will get a hold of Leggett after meeting.
  - 2. Lieberum talked with county tech department about installing Webcam at district office for the future, along with replacing desk tops with laptops for the future to make things easier for the staff to work from home.
  - 3. **Motion:** by Leggett to approve the agreement with SUNY Adirondack on the Glen Lake and Lake Sunnyside projects in the amount of \$2,000, 2<sup>nd</sup> by Wilson, carried.
  - 4. **Motion:** by Wilson to approve the NYS Deferred Compensation Plan Roth benefit to employees, no cost to district, 2<sup>nd</sup> by Greenslade, carried.
  - 5. Lieberum mentioned please go onto the Forest Connect and look at the video's available there are some great one.
  - 6. IMAP- Invasive species mapping, this program Lieberum and Maren are heading it up they are going out and mapping when time allows.

6) **Staff Reports :**

- a. **Jim Lieberum, DM**, Lieberum's report was reviewed.
- b. **Robert Bombard, WRS**, Bombard's report was reviewed.
- c. **Dean Moore, SrDT**, Moore's report was reviewed.
- d. **Nick Rowell, NRS, No Report –out do to surgery.**
- e. **Maren Alexander, DT**, Alexander's report was reviewed.
  - a. **Ryan Cunningham, NYS SWCC**, Cunningham's report was reviewed.

- 7) **Adjournment: Motion:** by Thomas to adjourn meeting at 2:00pm, 2<sup>nd</sup> by Greenslade, carried.

Respectfully submitted,

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