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## **MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS**

### **June 22nd, 2020**

#### **PRESENT:**

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

- 1) **Meeting was called to order:** Brown called meeting to order at 1:00pm.
- 2) **Approval of the previous SWCD meeting minutes:** **Motion:** by Thomas to approve meeting minutes for May 2<sup>nd</sup> by Leggett with a correction, carried.
- 3) **Presenter:** Warren County Lake and Pond Assistance Program; Bob Bombard-Water Resource Specialist. Bombard had a great presentation for the staff and Board members. Bombard mentioned the District has 11 pond survey requests this year so far. 3 in Johnsbury, 2 in Stony Creek, 4 in Horicon and 2 in Glens Falls. This week two more have been visited at Camp Read in Horicon with Randy Rath-LGA, who flew his drone and filmed the shoreline so they could search for signs of Bass reproduction and aquatic plant beds. One other visit was in Johnsbury to Cunningham's Ski Barn pond.
- 4) **Report of Officers:**
  - a) **Chairman Report:** Thanking all for doing a great job in these Covid-19 times, along with the staff and members attending the Warren County SWCD meetings via Zoom. Stay safe and hopefully we can get together in person soon. Brown mentioned great job to staff on their monthly board reports.
  - b) **Treasurer Report:** As far as the financial situation, the District has an estimated \$192,514.53; most of it is in grant money. Bills for payment for June totaled \$7,552.24 and grant bills - none, approval of May financial report 2020. **Motion: by Wilson to approve all bills for payment for May \$7,552.24 with addition invoice Spectrum \$134.97, Watkins Garden center \$30.00 and Fulton County SWCD \$212.80 totaling \$377.77, and signature sheets were signed and returned, 2<sup>nd</sup> by Thomas, carried. Motion: by Wilson to approve the financial report for May 2020, signature sheets signed and returned, 2<sup>nd</sup> by Thomas, carried.**
  - c) **Correspondence:** 1. LGA's 135th Annual Meeting invites going virtual,

Friday Jun 26<sup>th</sup>, 2020 at 10am. 2. Email to Moore from Rebecca Ryan-Warren Washington Association for Mental Health, Inc thanking District for the support and funding and guidance for the Community Conservation Program application.

5) **SWCD Business:**

- a) **Office of Operations Plan; monthly review and discussion,** Lieberum mentioned, New York is moving forward we are now at phase 3. The staff is ok with other agencies in the same vehicles as they go out on site visits. NYS SWCC to see if they have any changes for us, as for now the District will remain closed and half staffed.
- b) **Warren County Fair,** Lieberum mentioned District was partnering with the Warren County Extension for the Warren County Fair this year. Lieberum has been in contact with Extension and to see if the Warren County Fair is still going on, Lieberum has suggested canceling in the partnership for the Fair until next year and revisit.
- c) **State Envirothon Competition,** Moore mentioned the State Envirothon Competition was a successful and was a challenge to some. The Warren County Team came in 11<sup>th</sup> out of 22 teams. In the future it has been discussed National Envirothon will be hosted by NYS.
- d) **Office Computers/technology,** Lieberum stated the office has received a webcam that was suggested from the IT department at Warren County. It is working great. Spoke to Greenslade about this topic. The District has two laptops currently one is owned by CWICNY as Lieberum is treasurer. Lieberum is suggesting the District start phasing Laptop as the District staff operations instead of desktops for these times of working from home. Lieberum is also looking into software for office where staff can access their computers at work from home. District has extra monies in part c funding to help with funding laptop for staff. Lieberum will look into 4 laptops for pricing and bring it to the board at July's meeting.
- e) **West Brook Conservation Initiative,** Lieberum had a conference call meeting with the West Brook Conservation Initiative group. The county has been tracking the expenses at the park since no events revenue has been coming in. The District however has several maintenance projects that need to be completed. Resetting the stone weir on ponds 6 and 7, cleaning end of pond 2 and removing several dead trees. Warren County DPW supervisor is looking for monies in the budget so they can be completed. The County DPW will be assisting the District in dredging pond 1 and cutting and removal of cattails to save the project some money.
- f) **Upper Hudson River Watershed Coalition,** Rowell mentioned a brief meeting last Friday with the Upper Hudson River Watershed Coalition, not a great attendance on Zoom, but they moved forward. Finalization of the Upper Hudson River Watershed Plan grant has been completed and Rowell will get it up on the web for viewing. The District will have 2 hard copies of this Watershed plan.
- g) **Champlain Watershed Improvement Coalition of New York,** Lieberum has been completing the paperwork for the Champlain Watershed Improvement Coalition of New York 3-D model grant funding

the county will purchase and house at Up Yonda in Bolton Landing. Lieberum has revamped the CWICNY budget for this Covid-19 situation, it has been great last few years where funding has been rewarding, so CWICNY will be good for few years until CWICNY knows this Covid-19 situation on having the Stormwater Tradeshow to continue.

- h) **Warren County Water Quality Strategy Committee meeting,** Lieberum hosted the Warren County Water Quality Strategy Committee meeting via Zoom. There was a great presentation from Sara Frankenfeld at Warren County Planning. Lieberum was disappointed on the lack of attendance via Zoom since there was no traveling for the members.
- i) **Current grant project updates,** many of the projects with Lake Champlain Basin Program are moving forward in this great weather. The District has 2 NYS DEC grants that we have received upfront monies for in which the District is also moving forward on those. Maren's Urban Ag Grant is moving forward at the WSBG Community Garden. It has been a great season so far. Karen D. at NYS DEC in Albany mentioned the 3 new grants the District has received are moving forward for signatures, so just set back a bit will be moving forward. No grant release for this year so far Lieberum will keep you updated on that situation. Hydroseeding is moving forward and projects are scheduling up.
- j) **Community Conservation Program Evaluation Discussion, NONE**
- k) **Community Conservation Program Review, NONE**
- l) **July's Board Meeting,** this will resume the same way on the 27th of July 2020.
- m) **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.
- n) **Other,** 1. Lieberum sent a letter via email about a Land-Owner concern on the Tree and Shrub handout in the spring to the board. Many of board members suggest Lieberum send the letter to the County Attorney for review. 2. Tom Beeley USDA email to Jim to see if District has signed the NRCS MOU. District sent amendments but it looks like there were none adopted. The MOU doesn't pertain to the District as much more on the Ag projects and interest. Lieberum will contact Tom again and see what response he gets. 3. Interested in the Zoom meeting Webinar for the Friends Lake Annual Meeting. Lieberum is doing a presentation on Harmful Algae blooms and let him know if you are. 4. District is doing many 4hr Erosion and Stormwater Trainings online in July, if anyone is interested please let him know to sign you up. 5. Lieberum is looking to see if the County will be receiving Hazard Mitigation monies for the County, no responses as of yet Lieberum will keep you updated. 6. Lieberum and Maren have been mapping numerous roadside areas in the county for data into the IMAP system.

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,** Rowell's report was reviewed.
- 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 2:40pm, 2<sup>nd</sup> by Bruno, carried.

Respectfully submitted,

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