

BROOME COUNTY SOIL AND WATER CONSERVATION DISTRICT
DIRECTORS' MEETING MINUTES
APRIL 26, 2022

1. **Call to Order**: Meeting was called to order at 4:05 p.m., by Chair, M. Donahue.

Present Were:

M. Donahue, Chair	P. Shafer, Vice-Chair – via zoom
L. Price, Treasurer	J. Puglisi, District Manager
E. Heard, Member	B. Park, Nat. Resource Asst.

2. **Minutes**: The minutes of the March 2022 meeting were approved.
Motion by L. Price to approve, seconded by E. Heard.

3. **Treasurer's Report & Bills:**

A) Financial Report March 2022 was approved. (see attachment)
Motion made by E. Heard to approve the March Financial report, seconded by P. Shafer.

B) April 2022 bills were approved. (see attachment)
Motion made by E. Heard to approve April bills, seconded by P. Shafer.

4. **Correspondence**: None.

5. **Personnel**: Discussion regarding raises for employees. Motion was made by P. Shafer to increase B. Park and H. Lurenz salary \$1500 each effective this pay period. Seconded by L. Price. Carried. Will review J. Puglisi performance at a later date.

Natural Resource Asst. position: Discussion regarding changing the Natural Resource Conservationist position to Natural Resource Asst. job title due to the fact that the candidates that applied did not meet all the qualifications. Interviews were held with five candidates for the assistant position. Two interviewed very well. After discussion, Motion was made by P. Shafer to offer the position to Brandon Brideau at a salary of \$35,000/year, seconded by L. Price. Motion carried.

M. Donahue motioned at 4:25 p.m. to move into Executive Session to discuss a personnel issue, 2nd by P. Shafer. H. Lurenz and B. Park were asked to leave the meeting. Motion by P. Shafer to move out of Executive Session at 4:36 p.m., 2nd by L. Price. Staff returned. Motion made by P. Shafer to offer another Natural Resource Asst. position to Alana Mihok at the yearly salary of \$35,000, 2nd by L. Price. J. Puglisi will contact B. Brideau and A. Mihok and offer the positions.

6. **Reports**:

NRCS: Written report in folders. E. Steele not able to attend.

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District: J. Puglisi and B. Park updated the board (written reports provided).

J. Puglisi: Trees went well with the exception of H. Lurenz only available for two hours on pick up day and B. Parks called in sick. E. Heath – FSA was kind enough to have M. Rossi and Dana (from Cortland) assist with the pickup. Tom from the USC and C. McElwee showed to help for part of the day. Monies have become available from the Tioga County Soil & Water for a project. It was first decided to do a wetland project for a producer in the Town of Lisle, but he decided he didn't want it done. Looking into the possibility of using the money for culvert assessment project. Issues from the Oquaga Creek project that was done in the Town of Sanford. Broome provided \$6000 towards the engineering. Discussion followed. Hartz Road project in the Town of Colesville – have been in touch with Trout Unlimited to see if funds are available from them. After our telephone conversation funds could be available next year. The Hartz Road project will be designed by Broome County, Town of Colesville. Continue to work on grant proposal for Ag Non-Point Round 28 it is due on May 2nd.

B. Park updated the board. She is working on AEM plan developments. Has not heard in regards to the spring USC buffer program. Working on Cover Crop flyer and assisting J. Puglisi with the grant proposal. Trees for Tribs will be doing two spring planting projects. USC BMP Verification dollars are available and she will do the verification which is due by the end of June. Attended WQ Training and a CNMP training class. She is interested in pursuing the CNMP planner requirements. Will be assisting with the Envirothon this Thursday.

H. Lurenz: Envirothon 2022 Regional Competition is this Thursday, April 28th will be held in person at Tioga County Sportsmen's Center in Owego.

7. **New Business:**

- A)** Conflict of Interest Policy – have not heard back from County Attorney J. Puglisi will follow up.
- B)** Natural Resource Conservationist position – see above.
- C)** District Book Review – tabled until next month.

Old Business

- A)** Work update – provided in District reports above.

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8. **Personnel:** Timesheets – reviewed and signed by E. Heard.

Next meeting will be May 17, 2022 at 4:00 p.m. at the USDA Service Center

Meeting adjourned at 4:55 p.m.

M. Donahue, Chair

H. Lurenz, Secretary

Attachments:

Financial Report – March 2022

List of Bills – April 2022

E. Steele - NRCS Report

J. Puglisi's Report

B. Park's Report

P. J. Emerick, NYS SWCC, Report