

BROOME COUNTY SOIL AND WATER CONSERVATION DISTRICT
DIRECTORS' MEETING MINUTES
MAY 24, 2022

1. **Call to Order**: Meeting was called to order at 4:01 p.m., by Chair, M. Donahue.

Present Were:

M. Donahue, Chair
A. Urda, Member
E. Heard, Member

K. Wildoner, Member – via zoom
J. Puglisi, District Manager
B. Park, Nat. Resource Asst.
B. Brideau, Nat. Resource Asst.

Introduction and welcome of B. Brideau to the SWCD who was hired as a Natural Resource Assistant and began work on May 23, 2022.

2. **Minutes**: The minutes of the April 2022 meeting were approved.
Motion by A. Urda to approve, seconded by E. Heard.

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

A) Financial Report April 2022 was approved. (see attachment)
Motion made by K. Wildoner to approve the April Financial report, seconded by E. Heard.

B) May 2022 bills were approved. (see attachment)
Motion made by A. Urda to approve May bills, seconded by K. Wildoner.

4. **Correspondence**: None.

5. **Reports**:

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

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

J. Puglisi: The District will be preparing two WQIP grants. One for Hartz Road, Town of Colesville for stream connectivity in conjunction with US Fish and Wildlife. Will also prepare a WQIP grant for continued critical area seeding. Motion made by E. Heard to prepare and submit two grant proposals, seconded by A. Urda. Motion carried. Proposal sent in on May 2 for Round #28 Ag Non-Point Source Grant for one farm. No-till and post pounder have been rented. Will prepare and send letter to municipalities for requests of hydroseeding for road ditches, etc.

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CDL training for B. Brideau just in the beginning stages. Will have him obtain a CDL study guide from Motor Vehicles to prepare for a permit. DCMO Boces does have a training and the cost is approximately \$2000. Looking into the possibility of using the money that may be received from USC for NAACC culvert assessment project.

B. Park updated the board. She has begun working on BMP verifications and data entry. Money is available from USC for this work. Did three tree plantings for Trees for Tribes, and looking at doing two in the fall. Invoice has been submitted for buffer plan development. Cover Crop contract signed for 100 new acres and 1000 continued acres. Have done several farm visits.

H. Lurenz: District contract will be up for the Shop Building – have contacted C. Hall at the Broome County Legislature to see how to proceed. Motion made by E. Heard, seconded by A. Urda to have the contract extended for ten (10) years. Motion carried. .

6. **New Business:**

- A)** Hydroseeding bids – bid packages were mailed and only two were received back: Banfield Baker and Page Seed. Handout of prices was provided to the Directors. Banfield Baker was low bid, they were not sure on the freight costs due to the rising of gas prices. Motion made by A. Urda to accept Banfield Baker low bid for hydroseeding materials, seconded by K. Wildoner. Motion carried.
- B)** Conflict of Interest/Ethics Policy – Response by County Attorney was minimal and changes noted. This policy was provided in advance to the Board of Directors for review and comment. After discussion, Motion made by E. Heard for approve the Code of Ethics for the Broome County Soil & Water Conservation District with one change. Section 13. Gifts. – change fair market value from \$50 to \$25 or less, seconded by A. Urda. Motion carried.
- C)** District Book Review – tabled until next month.
- D)** Fraud Protection for District Accounts – H. Lurenz provided a list of fraud protections that were discussed in a telephone conversation with L. Richer of M&T Bank and herself. After discussion the Board decided to have those protections put on the District accounts. Motion made by K. Wildoner to proceed with the fraud protections discussed, seconded by E. Heard. Motion carried.

Old Business

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

7. **Personnel:** Timesheets – reviewed and signed by A. Urda.

Next meeting will be June 21, 2022 at 4:00 p.m. at the USDA Service Center.

Meeting adjourned at 4:35 p.m.

M. Donahue, Chair

H. Lurenz, Secretary

Attachments:

Financial Report – April 2022

List of Bills – May 2022

E. Steele - NRCS Report

J. Puglisi's Report

B. Park's Report

P. J. Emerick, NYS SWCC, Report