

BROOME COUNTY SOIL AND WATER CONSERVATION DISTRICT
DIRECTORS' MEETING MINUTES
JUNE 21, 2022

1. **Call to Order**: Meeting was called to order at 4:06 p.m., by Chair, M. Donahue.

Present Were:

M. Donahue, Chair	K. Wildoner, Member – via zoom
L. Price, Member	J. Puglisi, District Manager
E. Heard, Member	B. Park, Nat. Resource Asst.
M. Hilderbrant, Member	B. Brideau, Nat. Resource Asst.

Introduction and welcome of M. Hilderbrant to the SWCD Board as the newly appointed County Legislature.

2. **Minutes**: The minutes of the May 2022 meeting were approved.
Motion by E. Heard to approve, seconded by K. Wildoner.
3. **Treasurer's Report & Bills**:
- A) Financial Report May 2022 was approved. (see attachment)
Motion made by K. Wildoner to approve the May Financial report, seconded by E. Heard.
- B) June 2022 bills were approved. (see attachment)
Motion made by K. Wildoner to approve June bills, seconded by E. Heard.
4. **Correspondence**: Letter sent to Gov. Hochul regarding the possible Class C stream permits. June report from P. J. Emerick.
5. **Reports**:
- NRCS: Written report in folders. E. Steele not able to attend. Mentioned in her report was that she has accepted an NRCS position in Missouri and her last day will be July 22, 2022. Her new soil conservationist will start working from the Binghamton Office on June 27, 2022

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

J. Puglisi: Received a signed contract for AEM Round 17, have requested the advance funds that we are eligible for. NAACC survey of Hartz Rd. culverts for WQIP grant submittal and met with landowners regarding easement. Two Rivers Chiropractic can implement both DOT physical and meet the requirements for federal clearinghouse drug

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screening. The 2023 County Budget draft proposal has been completed and will discuss later in the meeting. The current hydroseeding grant has only used 25% and runs till 4/30/24 so inclined to wait till next year to do another WQIP for hydroseeding. No-till and post pounder have been rented. Hydroseeding at Dorchester Park will be next week.

B. Park updated the board. She has been working on BMP verifications and data entry which is due by June 30. Working on WQIP grant that is due 7/29. Performed several farm visits. Trees for Tribs – developing buffer planting plans for fall projects. Cover Crops – working outreach for 2022 program, sent flyers to recruit new farmer participation, have already passed acreage commitment for both new and old acres. USC WQ Project was awarded funds; now waiting to hear from landowner for implementation. Upcoming meetings; Intro to AEM Field Training and two-day Emergency Stream Intervention Training.

B. Brideau updated the board. He has passed his CDL permit test and obtained his permit. Been assisting J. Puglisi and B. Park with field work. The 2021 Hydro grant report has been submitted.

H. Lurenz: District has been working on the 2023 budget submittal to the county.

6. **New Business:**

A) Conflict of Interest/Ethics Policy – after discussion about the way the wording was from Public Sector HR in the handbook, Motion made by L. Price to use the wording they provided with the Ethics Policy as addendum to the employee handbook, seconded by M. Hilderbrant. Motion Carried. Motion made by E. Heard to formally approve the draft copy send by Public Sector HR with updates, seconded by L. Price. Motion carried. Will contact them to prepare the final employee handbook.

B) District Book Review – scheduled for 2:00 p.m. on July 19.

B. Park and B. Brideau left the meeting before the Budget review.

C) 2023 County Budget – Discussion regarding the draft copy of the 2023 budget submittal to the County. After discussion as to how the numbers were calculated. Motion made by K. Wildoner to submitted the 2023 Budget to the County, seconded by L. Price. Motion Carried. Will finalize the budget and submit by June 24th deadline.

Old Business

A) Work update – provided in District reports above.

7. **Personnel:** Timesheets – reviewed and signed by M. Donahue and E. Heard.

Motion made by M. Hilderbrant to enter into Executive Session at 4:50 to discuss a personnel issue, seconded by E. Heard.

Motion made by M. Hilderbrant to exit Executive Session at 5:10, seconded by L. Price. No motions were made in the executive session.

Next meeting will be July 19, 2022 at 4:00 p.m. at the USDA Service Center.

Meeting adjourned at 5:11 p.m.

M. Donahue, Chair

H. Lurenz, Secretary

Attachments:

Financial Report – May 2022

List of Bills – June 2022

E. Steele - NRCS Report

J. Puglisi's Report

B. Park's Report

B. Brideau's Report

P. J. Emerick, NYS SWCC, Report