

BROOME COUNTY SOIL AND WATER CONSERVATION DISTRICT
DIRECTORS' MEETING MINUTES
AUGUST 17, 2021

1. **Call to Order**: Meeting was called to order at 4:00 p.m., by Chair, M. Donahue.

Present Were:

M. Donahue, Chair	L. Price, Member
E. Heard, Member	J. Puglisi, Grazing Specialist
G. Baldwin, Member	B. Park, Natural Resource Asst.

2. **Minutes**: The minutes of the July 2021 meeting were approved.
Motion by G. Baldwin to approve, seconded by L. Price.

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

A) Financial Report July 2021 was approved. (see attachment)
Motion made by G. Baldwin to approve the July Financial report, seconded by E. Heard.

B) August 2021 bills were approved. (see attachment)(inc. transfers & approval of possible grant payments before next board meeting.)
Motion made by G. Baldwin to approve August bills, seconded by E. Heard.

Payroll certification: Broome County Personnel requested the payroll certification for the first pay period in June 2021. This report was discussed and MOTION was made by G. Baldwin to have Chairman M. Donahue sign, seconded by E. Heard. Carried.

4. **Correspondence**: Circulated - included was P.J. Emerick's NYS SWCC report, Minutes from Senator Akshar's Flood meeting.

5. **Reports:**

NRCS: No report provided.

District: J. Puglisi (written report in folders) Discussion regarding minutes from the flood meeting with Senator Akshar – M. Donahue, J. Puglisi attending along with M. Lovegreen from Bradford County SWCD. Post pounder and no-till drill have been rented out a few times. Ag NonPoint Source Grant Round 25- producers are currently trying to obtain bids. Various farm visits and several stream/flood visits. AEM Implementation is moving forward with several producers in process of obtaining bids and performing work. Motion was made as part of the August bills for payment for 2 producers if the work is completed prior to the September board meeting.

J. Puglisi received a request from the Town of Greene for hydroseeding along a stream that runs into Broome County- approximately 1 mile of seeding needs to be done. Town checked with Chenango County SWCD but their machine has been down awaiting parts for a while.

Reports Con't

After discussion the Board approved J. Puglisi to do the hydroseeding for the Town of Greene. J. Puglisi attended NYS Sediment and Erosion Course in Chemung County. (B. Park was not able to attend due to Jury Notice) At this workshop it was found that in order to take the test the candidate needs to be endorsed by two people. J. Puglisi has been in touch with W. Walsh – Tioga County and A. Urda -Urda Engineering to see if he can go out with them and assist in site evaluations. He will have to hold off till Spring before being able to do application for certification to take the test. Attended North Atlantic Aquatic Connectivity Collaborative Training (NAACC) with DEC at Cortland County SWCD – became certified lead observers in assessing road/stream crossings, can now assess and enter data into the NAACC sytem. Signed up for conservation skills workshops in September to be held in Cortland County.

B. Park (written report in folders) She has been preparing the contracts for the Cover Crop program and they are ready for producers' signatures. Assisted with farm visits, did Tier 1 and 2 AEM on two new farms. Trees for Tribs will have money for buffer plantings this fall working to confirm site for planting. Assisted the buffer stewards in obtaining permission from landowners to implement buffer maintenance on their property. Also attended NAACC in Cortland and signed up for conservation skills workshops.

6. New Business:

- A)** Animal Units for District Programs – discussion regarding possibly changing the animal units currently required to participate in programs through the district. After discussion MOTION was made by L. Price to reduce the animal units from 20 to 10 (1 animal unit = 1000 lbs) to be eligible for district grants/programs, seconded by E. Heard. Motion carried.
- B)** NYS Soil & Water District Law - Article 6 “Designation of District Directors” and Article 7 “Appointment, Qualifications, Compensation & Tenure of Directors”. Review of these two articles was done due to the district receiving a telephone call regarding district directors. Discussion followed.
- C)** Flooding issues – Several landowners impacted due to recent storms in Broome County. J. Puglisi & B. Park made several site visits. Regarding two specific issues in the Town of Chenango – Fuller Road and Wallace Road – M. Lovegreen, J. Puglisi met with Town of Chenango Supervisor and other town staff to visit these two sites to see if any suggestions for correcting the problem. It was noted that the two issues were due to debris coming from upstream and plugging the culverts and the culverts reduced in size as the stream ran downhill. Town of Colesville – Interstate Homes contacted the district for a site visit. They are willing to have engineering done for bank stabilization to fix the problem. They wanted to know what permits, length, contractors, etc. would be required.

New Business Con't

- D)** Conservation District Manager Position – Five resumes/letter/applications were received. Broome County personnel reviewed them to see if qualifications of the job description were met. Two applicants were disqualified, one is questionable, and two meet the qualifications. The questionable one, personnel said that it could be considered, it would be up to the Board's discretion. Applicants' information was reviewed by the board and H. Lurenz will scan and email the three applications/ letters/resumes for the whole board to review. A meeting/interviews would then be set up. Discussion regarding where to hold the interviews.

Old Business:

- A)** Audit of 2020 District Books – was performed July 21st by L. Price, A. Urda, M. Donahue and H. Lurenz. All books were found to be in order. During audit it was mentioned that any transfers done during the month and possible grant payments prior to the board meeting appear on the district bills. (This began this month – H. Lurenz had mentioned the addition of these items were on this month's bills.)

H. Lurenz mentioned the County had contacted her to provide some financial information and explanations for the district's 2020 year-end financial reports-this was requested by the auditors performing the County's audit. The paperwork requested was provided and the auditors were satisfied.

- B)** Work/Grant Update – discussed in district reports.

- 7. Personnel:** Timesheets – All timesheets reviewed and signed by E. Heard. M. Donahue he had a call from NRCS in regards to a complaint that district personnel were not adhering to the mask policy. It may have been one instance but personnel will be more diligent.

Next meeting will be September 21, 2021 at 4:00 p.m. at the Broome SWCD District Shop Building.

Motion to adjourn meeting made by E. Heard, seconded by G. Baldwin. Carried. Meeting adjourned at 5:12 p.m.

M. Donahue, Chair

H. Lurenz, Secretary

Attachments:

Financial Report – July 2021

List of Bills – August 2021

J. Puglisi's Report

B. Park's Report

P. J. Emerick, NYS SWCC, Report