

Minutes

Regular Meeting of the Board of Directors - Tompkins County SWCD
March 12, 2018
170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey, Dave McKenna, Aaron Ristow, Alan Teeter, Deborah Dawson (Directors)
Staff: Kym Jackson, Jon Negley, Paul Gier
Agencies: Pat Barry

A. Teeter, Vice Chairman, called the meeting called to order at 3:12pm. A quorum was present.

The addition of a thank you letter to Chemung County SWCD was added to Old Business. D. Carey moved to approve minutes of the February 2018 Board Meeting. Seconded by D. Dawson. No discussion. All in favor. Carried.

P. Barry reviewed his written report.

J. Negley reviewed the NYS SWCC Report for March. He reminded everyone that the District needs to meet all the performance measures for Part C funding. Funding was reduced substantially for 2018 due to two items. A bill has been introduced to allow soil and water conservation districts to make amendments to applications for performance based Part C funding, however, it is still going through the legislative process.

A. Ristow arrived at 3:26pm.

J. Negley gave a quick review of the recent HAB Summit he attended. An Action Plan will be coming out soon.

A. Teeter turned the meeting over to A. Ristow at 3:36pm.

Financial Report

D. McKenna moved to approve the financial reports as presented. D. Dawson seconded. No discussion. A vote was taken and all were in favor. Carried.

March Vouchers

D. McKenna moved to approve the March vouchers as presented. No discussion. A vote was taken and all were in favor. Carried.

D. Dawson made a motion to approve the annual NYS debt repayment for 2018 at \$15,000. A. Teeter seconded. No discussion. A vote was taken and all were in favor. Carried.

The purchase of personal protection equipment for field work was discussed. D. Dawson made a motion to approve the use of \$2,000 for the purchases which would be district owned. A. Teeter seconded. The Board requested a list of items to be purchased to be presented for approval at the next meeting. J. Negley will gather input from the staff and establish a list. The Board will also update the policy to include an allowance of \$200 per year to be given to each employee to allow them to purchase additional gear. M. Hall sent a letter to the Board requesting reimbursement for his personal Muck boots which were damaged on the job. The Board elected not to reimburse M. Hall for new boots but will address the issue instead through the formal policy which will be developed as discussed earlier. A vote was taken and all were in favor. Carried.

Staff Reports

P. Gier gave a STAIEP project review. There are four projects remaining to be completed. The District has also submitted two CAFO projects for approval and funding. For AgNPS Round 24, the District will be submitting three projects for approval and funding.

Old Business

A Hinckle prepared a thank you letter to Chemung County SWCD for their assistance with the Fish Road project as discussed at last month's meeting. D. Dawson made the motion to approve the letter. D. McKenna seconded. A vote was taken and all were in favor. Carried.

Part B Project discussion. The District would like to do a high tunnel project at an area school. There is also a possible buffer project. P. Barry will work with the District on the high tunnel idea to develop a proposal. In addition, the Ithaca Community Garden may be moving in the future. They may need some assistance, as well.

D. Carey made the motion to approve the Plan of Work for the NYSDEC Cayuga Lake Watershed Streambank Grant. D. McKenna seconded. A vote was taken and all were in favor. Carried.

P. Barry departed at 4:25pm.

New Business

Intern/Seasonal Worker discussion – The District feels it needs one to two seasonal workers for 2018 to assist with hydroseeding, the inventory of watersheds, and composting program. Additional tasks may be assigned. They would each be hired for a 6 month term and would cost the District approximately \$15,000 each. The candidates would not need to be screened by the Board. D. Dawson made the motion to approve the position posting and hiring of two seasonal workers. D. McKenna seconded. A vote was taken and all were in favor. Carried.

Office space discussion – The District and its staff are growing and need to grow with the amount of work that is being requested of them. However, space is becoming limited with this growth. Both the Highway Department and Facilities Department agreed to the District converting the second floor conference room into office space. The District may also utilize a portion of the map room. D. McKenna is working on office space configurations and departmental housing for the County and will assist the District, as well.

D. McKenna made the motion to enter into Executive Session at 4:45pm to discuss opening a Nutrient Management Planner Position. D. Carey seconded. Executive Session closed at 5:05pm. D. Dawson made the motion for the District to post the position opening of a Nutrient Management Planner at the salary of \$45,000 to \$50,000 annually. A. Teeter seconded. A vote was taken and all were in favor. Carried.

Announcements/Meetings

The next meeting will be April 2nd at 3:00pm.

A Ristow moved to adjourn at 5:07pm, Seconded by D. Carey. Carried.

Respectfully Submitted:

Kym Jackson, Secretary

Aaron Ristow, BOD Chairman