

Minutes

Regular Meeting of the Board of Directors - Tompkins County SWCD
February 13, 2020
170 Bostwick Road, Ithaca, NY 14850

Present: Aaron Ristow, Dave McKenna, Alan Teeter, Callan Space (Directors)
Staff: Jon Negley, Kym Jackson, Angel Hinickle, Paul Gier

A Ristow, Chairman, called the meeting to order at 11:09am. A quorum was present.

There were no changes or additions to the agenda.

D. McKenna moved to approve the January Annual Organizational Board Meeting Minutes. A. Teeter seconded. No discussion. All in favor. Carried.

Agency Reports

J. Negley reviewed the NYS SWCC Report and it is attached. He highlighted the current grant opportunities and upcoming meetings eligible to meet yearly performance measures.

J. Negley also reviewed the NYACD update letter and it is attached.

Financial Report

D. McKenna moved to approve the financial reports for January as presented. C. Space seconded. No discussion. All in favor. Carried. C. Space made a motion to approve the opening of two new bank accounts to support upcoming grant contracts and an engineering position. D. McKenna seconded. All in favor. Carried.

Vouchers

D. McKenna moved to approve the February vouchers as presented. C. Space seconded. J. Negley reviewed the current payments. All in favor. Carried. C. Space made the motion to approve a QuickBooks upgrade from 2017 to 2020. D. McKenna seconded. K. Jackson reviewed the program changes and applicable cost. All in favor. Carried.

D. McKenna made the motion to approve a 2020 salary adjustment. A. Teeter seconded. K. Jackson reviewed three different options for handling the annual salaries for 2020 which include 27 pay periods instead of 26. The Board elected to follow Tompkins County and base the annual salaries on 2080 hours and to not make any adjustments to the salary (prorate it downward) so one extra paycheck will be recognized in the year. Additional salary amounts will be added to the Budget. K. Jackson recommended amending the policy/handbook going forward as this will occur again every few years. The Board will review a policy change at a future regular Board Meeting. All in favor. Carried.

ArcGIS Licenses were tabled until after the Staff Reports are given.

Staff Reports

P. Gier, A. Hinickle, and A. Hogan provided written staff reports to the Board and they are attached. P. Gier reviewed his written report and progress on the farms he is working with. A. Hinickle reviewed her written report. She is trying to wrap up the Walpole design and has scheduled another Erosion & Sediment Control Training on March 25th. She also provided an update on Pony Hollow.

C. Space moved to approve ArcGIS Licenses. A. Teeter seconded. TCSWCD received a quote in 2019 but did not follow up on its purchase. J. Negley has asked for a revised quote as NRCS advised they will not support an upgrade at this time. C. Space moved to approve the ArcGIS licenses and payment by credit card not to exceed \$1,000.00. A. Teeter seconded. All in favor. Carried.

Cooperator Agreements

None.

Old Business

Engineer Position Discussion. This discussion was tabled.

New Business

RESOLUTION 2020-16 – Authorization to apply for Climate Resiliency Farming grant for Cayuga Lake Watershed Soil Health Grant Project – D. McKenna made the motion to approve. C. Space seconded. Three Counties would apply as a group with Cayuga County as the lead County. Tompkins County has five farms in the Cayuga Lake Watershed initiative who are interested in being part of the grant project and who must commit at the time of application. The grant spans a three-year term. All in favor. Carried.

RESOLUTION 2020-17 – Approval of submission to NYS Ag and Markets the Annual Report of the Treasurer, State Aid (Part A, Part B, Part C), Annual Activity Report and Hourly Rates for Grants reports for 2019. D. McKenna made the motion to approve. A. Teeter seconded. J. Negley reviewed the reports as presented. Accrual adjustments for the Treasurer’s Report have been requested from Insero & Co., LLP, but have not been received yet. An extension of 60 days will be requested from NYS OSC for the Treasurer’s Report submission. All in favor of report submissions including the Treasurer’s Report with accrual adjustments made. Carried.

RESOLUTION 2020-18 – Approval of Revised FI-LOWPA 17-18, 18-19, & 19-20 Workplans. C. Space moved to approve. A. Teeter seconded. The monitoring component of the workplans is not an eligible expense and needs to be reallocated and the filter sock component was updated. All in favor. Carried.

Old Business

A. Teeter moved to go into Executive Session at 12:40pm to discuss hiring for the vacant Engineer position. D. McKenna seconded. The Board came out of Executive Session at 1:07pm.

A Special Board Meeting was scheduled for March 2, 2020 at 12:00pm. The next Regular Board Meeting is scheduled for March 9, 2020 at 11:00am.

D. McKenna moved to adjourn the meeting at 1:12pm. C. Space seconded. Carried.

Respectfully Submitted:

Kym Jackson, Secretary

Aaron Ristow, BOD Chairman