

SWCD Board of Directors' Meeting January 9, 2023

In attendance: Directors: Meg Kennedy (Ch), Darin Hickling, Jennifer Mickle, Helene Kraham & Doug Roberts

District Staff: Christos Galanopolous, Chris Andreassen & Karl Giroux

Others: NONE

Minutes taken by Jennifer Mickle

Meg Kennedy (Chair) opened the organizational meeting at 10:03. Helene motioned to leave all members in their current roles the same for the upcoming year. Jennifer Seconded and motion approved unanimously.

Meg accepted the nomination to remain chair

Motion made by Helene to nominate Ed Lentz to be interim secretary, seconded by Doug Roberts and motion carried.

Regular meeting called to order 10:09

Abstract 2023 -1 passed around for approval total \$1614.74

Policies to be approved at the next meeting include but are not limited to investment policy.

Darin entered meeting

District reports:

- Chris Andreassen made no report he did mention that we will need to purchase material for the Envirothonsoon.
  - Fast track Dan will order materials through Envirothon account We will need estimated cost before approval.
  - We will need to review policies for purchasing
  - Karl Giroux discussed that he has been doing Ag assessments which are \$35.00 per parcel and explained the process.
  - Dan submitted his report via email

Treasurer report deferred to 1/23/23

Darin motioned to approve abstract 2023-1 Helene seconded motion approved

Grant progress reviewed by Christos:

- Seamon procurement form \$4510.00 labor due to Seamon approved and signed by Meg
- Beecher project has been officially closed \$121,421.29 claim for payment
- Annual reports are due to Albany Feb 13 Part A, Part B(hydroseeding) Part C items in our budget and he is working with Ben Luskin and Scott coming to district office this week.

- Sexual Harassment class needs to be done by all members and staff for the 2023 calendar year.
- Buffer project waiting for assignment for payment to be approved by county attorney Denise Hollis. Needs to be submitted by 1/10/2023 will be sent out today.

Annual report board training will be filled out by Meg District law 11/14 with Scott, 9/26 Director responsibilities Ag and Markets with PJ.

Training goals for Board Members will be personalized training with Scott for this year.

Staff training goals to be gone over with Christos and put into personnel folders

Motion made to approve district staff to attend erosion and sediment training in Greene County by Helene and seconded by Darin of a cost not to exceed \$100 per person.

Motion passed

AEM hours Round 16 (20-21) claim for payment ~ \$130K Karl sent to Scott and Greg Albrecht. This was submitted with Hunt and Johnson close out package. This amount was not included in our budget so the budget will need to be amended.

Discussion of comptroller and where we are at with the review. Soon we will be getting recommendations from Alan. He did state that what work we have done matches our action plan and has been very good.

Chris A has reposted ~~position~~ the secretary position on district website and to the state.

- Darin suggested posting the job locally. Jennifer motioned to post an ad in the Daily Star and Helene seconded. Motion passed
- Meg will also ask the personnel department at the County to post the job as well.
- Explore Pennysaver and All Otsego costs with condensed ad .
- Salary range for secretary needs to be a range \$45-55K depending on experience
- Helene made a motion to authorize a recruitment budget for secretary not to exceed \$5K , Darin seconded and motion was approved
- Chris A will be taking on the role of advertising the position.

Reviewing the need for accounting services held off to next meeting. Christos needs figures from Meg for bi-weekly pay amounts for staff to submit to Sherry at the new payroll company. Meg will be taking care of this today after the meeting today.

Christos discussed proposed grants for 2023 three projects

- CRF climate resilience fund Unadilla community farm has already been approved for funding. Karl and Christos will be going to the farm this week. Veg producer dealing with irrigation. Karl main concern is pricing since pre covid they still want to proceed. On the verge of expiring, we would need an extension. Ag and Market would want to see some progress. Unadilla

wants to know if there will be an extension before moving forward. All would like to proceed. Need more discussion with Scott

- Schatzel we will apply for manure storage unit
  - 1705 Co Hwy 19 Burlington Flats
  - Possible partner with NRCS (they have applied for storage)
  - Board approved to move forward with application
  - Costs need to be reviewed because initial estimates were done pre covid
- Jas-mar Farm (Mumford is the property owner )
  - 2257 St Hwy 205 Mt Vision
  - Manure storage
  - The cost calculator needs to be done again because was previously done pre covid.

Water quality symposium for training opportunity

- All staff will be going in Syracuse for three days
- Training opportunity for public works in Greene county
- Legislative days in Albany (performance measure) Christos will be signing up to attend and one board member ( to be determined) Feb 28th
- Old/ new business
  - Karl has tree sale ready to go on website
  - Service fees are being charged from paypal . We will need to discuss more at next meeting how to make up those loss of those fees.
- No other business.
- Helene motioned to adjourn, seconded by Darin 11:30

Next meeting will be January 23, 2023, in classroom B at the Meadows building.



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**Otsego County Soil & Water Conservation District**

967 CO HWY 33 – RIVER ROAD – COOPERSTOWN, NEW YORK 13326-9222 – PHONE (607)  
547-8337 ext. 4

**Monday, 9 January 2023**

**10 AM**

**Meadows Complex, Classroom B**

**Agenda**

Organizational Meeting(Welcome Doug Roberts, Grange Rep)

I. Election of Officers

II. Approval of Policies

Call to Order

III. District Reports

IV. Approval of Minutes, December 29, 2022

V. Approval of Treasurer's Report

a. Treasurer's Report, December 2022

a. Approval of Bills to pay Abstract 10

VI. Grant progress

a. Review Procurement form for payment to Seamon \$4,510.

b. Approve of Assignment of Payment to Seamon  
(pending review by County Attorney Hollis)

b. Approval for Buffer reestablishment grant application as corrected

VII. Review Annual Report

a. Board training

a. District Law completed w Scott 11.14.22

b. Director Responsibilities w/ PJ Emerick 9.26.22

b. other areas for comment/questions

VIII. Review AEM hours

a. Amend Budget to reflect more income

IX. Develop Plan for accounting services

a. reposted position for Secretary

b. Review need for Accounting services w/o Green Circle

X. District Manager

a. Present preliminary proposals for 2023 grants

b. Water Quality Symposium

c. Training opportunity for Public Works

XI. Any other old or new business

XII. Adjourn

NEXT MEETING Monday,23 January 2023.

1 pm. Classroom B, Meadows.

OCSWCD Abstract #2022-9 - December 29, 2022

<b>Inv #</b>	<b>Inv \$</b>	<b>Vendor</b>	<b>Brief Descr</b>	<b>Acct Code</b>
<b>89</b>	\$864.00	Pikes Peak Nurseries	25% deposit	8730.4050
<b>90</b>	\$1,829.50	Meadowview Tree farm	25% deposit	8730.4050
<b>91</b>	\$639.98	NYSEG-183	Electric	8730.441
<b>92</b>	\$63.63	NYSEG-209	Electric	8730.441
<b>93</b>	\$165.51	NYSEG-217 cabin	Electric	8730.441
<b>94</b>	\$266.40	NYSEG-225	Electric	8730.441
<b>95</b>	\$110.00	Farm Bureau	memberships	8730.4044
<b>96</b>	\$243.17	Westlake Ace	cleaning supplies & statement	8730.4040
<b>97</b>	\$70.00	The Water Bottle	water	8730.4430
<b>98</b>	\$828.00	Cincinnati Insur Co	Insurance	8730.452
<b>Total</b>	\$5,080.19			
Approved for payment on 12/29/22.				

## **December 2022 Forestry Report**

December centered on office work concerning Otsego #11 Cooperstown Juncture. This parcel appears to be landlocked with no access. It also looks like all my predecessors avoided talking this parcel. I was able to contact both adjoining landowners and gain access thus enabling me to complete all field work before hunting season set in. Soils mapping, parcel property lines, individual stand delineation, and statistical computations utilizing field forest stand measurements and field observations thus yielding stand write ups. A lengthy process but interesting in that to the best of my knowledge no forestry work either field or office has occurred on this parcel for a long time. Additional work involved working with real property to locate a possible right of way access determination.

I worked with board member Ed Lentz to meet and plan for a HWA (Hemlock Woolly Adelgid) field inspections for the Butternut Valley to be held in January 2023 in Morris, NY. I approached Morrisville State College for possible participation. I prepared for and received performance evaluation. Initial Envirothon research was undertaken. Imap invasives study

Webinars taken: Growing Gardeners: Gifts for Birds, De-icers and plant health, Lawns into meadows, Weed ID and Management.

Daniel Zimmerman