



**Otsego County Soil & Water Conservation District
Board of Directors Meeting
Minutes and Order of Business**

12 June 2023

Meeting called to order by Meg at 10:04AM.

In attendance:

Directors – Meg Kennedy (Chair), Darin Hickling (arr 10:09), Helene Kraham, Jennifer Mickle, Doug Roberts

District Staff – Christos Galanopoulos

USC presenters – Wendy Walsh - Watershed Coordinator, Lydia Brinkley – Riparian Buffer Coordinator

Absent:

Ed Lentz (Treasurer)

USC Presentation

Wendy and Lydia gave a brief overview of the Upper Susquehanna Coalition and its historic relationship between NYS and PA. They highlighted funding sources and the processes for applying for those funds. They discussed ways for SWCD to be engaged in the USC programs.

Motion to accept Meeting Minutes of 5/22/2023 by Doug, second by Helene. Vote to adopt 4-0.

Motion to adopt Procurement Policy as revised in May 2023 by Helene, second by Jennifer. Vote to adopt 5-0.

Motion to approve Abstract 11-2023 and to accept May 2023 financial statements by Doug, second by Darin. Vote to adopt 5-0.

Treasurer's Report

District Secretary Reports

The cost to upgrade SWCD server is within the authority of Christos to procure, and so will. Four (4) internal drives will upgrade the unit and cost less than \$500 and Paul Schechter anticipates only a few hours of his time to install and configure. This should provide adequate storage as well as updated security for the network.

Change of Employment Status reports for former employees were presented to the Board for approval and Meg's signature. These will be filed at County Personnel as additions to the former employees' records. The former employees are Jordan Clements (District Manager), Karl Giroux (District Technician), Mark Kubler (District Technician), Olivia Kuss (Intern), Jessica Miller (District Technician), and Sherry Mosher (Secretary). Motion to approve Change of Employment Status reports by Helene, second by Jennifer. Vote to adopt 5-0.

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Comparison of electricity suppliers (ESCO) indicates NYSEG is the cheapest energy supplier in a list provided by NYS Dept of Public Service. Motion to change ESCO on all electric bills to NYSEG by Helene, second by Jennifer. Vote to adopt 5-0.

Motion to approve United Concordia Dental Insurance renewal for the term 8/01/2023 – 7/31/2024 by Darin, second by Helene. Vote to adopt 5-0.

Motion to authorize Board Chair to sign NYSIF Disability & Paid Family Leave Insurance renewal for the term 7/01/2023 – 7/01/2024 by Darin, second by Doug. Motion to adopt 5-0.

The cost to repair the 2016 Silverado to pass inspection falls within the procurement authority of Christos, as does the cost for building repairs necessary to make the inside door thresholds ADA-compliant, and he will arrange for both.

District Manager Reports

Via email, Christos provided several options to replace the Equinox. The Board directed him to choose the three (3) most preferred by staff. The Board will review the final list.

Motion by Helene, second by Darin, authorizing Christos to sign USC (\$45,900) agreement for Summer Buffer Stewardship for the term 5/01/2023 – 4/30/2024. Vote to adopt 5-0.

Tree removal discussion deferred to next meeting. Meanwhile, Christos will request an estimate from another contact provided by Jennifer.


Tree sale final report submitted to the Board as well as reports from Chris A and Dan.

Motion to declare the 2013 Chevy Equinox surplus equipment and be disposed by Christos made by Jennifer, second by Doug. Vote to adopt 5-0.

Next meeting 10 July 2023 at 10:00AM in the Meadows Complex, Classroom A.

Motion to adjourn at 11:05AM PM by Helene, seconded by Darin. Vote to approve 5-0.

Respectfully submitted,



Robin Moshier, District Secretary