

Jefferson County Soil and Water Conservation District

Board of Directors Meeting – Monday, January 8, 2024

George Birth presented a PowerPoint on a Round 26 project that was constructed in 2023.

Directors present at the District office, 25451 State Route 12, Watertown, NY: Jason Bast, Tom Boxberger, David Brass, Chuck Eastman, Mike Kiechle, and Dan McBride. Others: CCE, Abigail Jantzi; CNMP, Justin Bach; ERS George Birth; ERS Jonathan Crast; Executive Director, Patrick Crast, and Administrative Assistant, Rhonda Redder. (Legislator #2 TBA)

Chairman Bast called the meeting to order at 5:35 pm. ***Director Boxberger moved to approve the minutes of the December meeting. Motion seconded by Director Brass. Carried.***

I REPORTS

Financial: December financial reports were reviewed; claims and bank statements were available. Open invoices total: \$16,821.64. Profit and Loss Comparison Report was reviewed for 2023-2022. ***Director Kiechle moved to approve the financial reports and sign the Itemized Disbursements Report \$309,054.73; seconded by Director Brass. Carried.***

Cooperating Agencies

CCE: Reported on upcoming events and educational opportunities.

FSA: Written report distributed.

SWCC, NYACD, JCADC, NRCS: No report

Director Reports:

Boxberger: Tug Hill Commission's 33rd Annual Local Government Conference will be held May 2, 2024.

McBride: No replacement for Legislator Drake yet, but Director McBride will be reappointed.

II CORRESPONDENCE

- A. WSB Inactive Account – CRF 5
- B. WSB: ACH users (no change)
- C. *County Administration: Expiring terms
- D. *County Administration: 2024 vouchers
- E. FLOWPA 2023-24

III NEW BUSINESS

- A. Renewal of policies ***Director Eastman moved to approve the 1) existing policies: Accounts Receivable, Advance Expenditures, Advance Payment Request for State Grants, Availability Period, Board of Directors Responsibilities and Attendance, Best Value, Complaints, Credit Card, Employee Training and Development, Ethics, FOIL, Procurement, Harassment Prevention, Soil Group Worksheets, Transfer of Grant Funds; 2) maintain the current rates 3) meeting date/time and 4) maintain Watertown Daily Times as the official newspaper. Motion seconded by Director Boxberger. Carried.***

NYCLASS information was added to the Investment Policy. Watertown Savings Bank remains the designated depository. **Director Eastman moved to approve the Investment Policy as amended. Motion seconded by Director Boxberger. Carried.**

- B. FLOWPA 2023-24 **Director Boxberger moved to approve the FLOWPA 23-2024 agreement in the amount of \$107,200. Motion seconded by Director Brass. Carried.**

2024-1 RESOLUTION AUTHORIZING THE SIGNING OF A CONTRACT WITH THE FINGER LAKES ASSOCIATION FOR TRANSFER OF FUNDING FOR FINGER LAKES-LAKE ONTARIO WATERSHED PROTECTION ALLIANCE SFY 2023-2024 FUNDING

WHEREAS, Jefferson County Soil & Water Conservation District, as one of the twenty-five (25) voting members of the Water Resources Board of the Finger Lakes-Lake Ontario Watershed Protection Alliance, has been allocated NYS Department of Environmental Conservation (NYSDEC) funds for its water quality program under the Finger Lakes-Lake Ontario Watershed Protection Alliance (FL-LOWPA); and

WHEREAS, NYSDEC has agreed to transfer funding for the twenty-five (25) member Programs to the Oswego County Soil and Water Conservation District via a single contract between NYSDEC and the District; **NOW THEREFORE BE IT**

RESOLVED, that Patrick Crast be, and hereby is, authorized and directed to sign a contract between Jefferson County Soil & Water Conservation District and the Oswego County Soil and Water Conservation District for the Finger Lakes - Lake Ontario Watershed Protection Alliance as specified in said contracts; and to act as the official representative of Jefferson County Soil & Water Conservation District in connection with any and all contracts between Jefferson County Soil & Water Conservation District and the Oswego County Soil and Water Conservation District for FL-LOWPA funds, **AND FURTHER, BE IT**

RESOLVED, that a signed, certified copy of this resolution to Mr. Joe Chairvolotti, District Manager of the Oswego County Soil and Water Conservation District, along with said contract, **AND FURTHER BE IT**

RESOLVED, that this resolution take effect immediately.

CERTIFICATE OF RECORDING OFFICER

I, Charles Eastman, Secretary of the Jefferson County Soil & Water Conservation District Board of Directors, do hereby certify that the above resolution is a true and correct copy of the original resolution, as regularly adopted at a legally convened meeting of the Jefferson County Soil & Water Conservation District duly held on the 8th day of January 2024 and further that such resolution has been recorded in the Jefferson County Soil & Water Conservation District minutes in the Jefferson County Soil & Water Conservation District office.

(Signature)

Charles Eastman, Director (Secretary)

Date

- C. Wetland Restoration: **Director Kiechle moved to enter into a Wetland Restoration Agreement with a farm in Lewis County to plant trees next spring for a total of \$25,216. Motion seconded by Director Brass. Carried.**
- D. Climate Resilient Farming: Round 5 **Director Boxberger moved to accept the request of the landowner to cancel contract # T012306; further, SWCD cancels the agreement, and the funds will be returned to NYS. Motion seconded by Director Brass. Carried.**
- E. Liability Renewal: Rate increased \$40.84 from the amount paid in 2023. **Director Boxberger moved to renew the liability insurance with Eastern Shore Associates. Motion seconded by Director Brass. Carried.**
- F. Audit: Directors Eastman and Bast volunteered to conduct the annual audit of 2023.
- G. Succession Plan 2025: Executive Director / Administrative Assistant **Director Boxberger moved to enter executive session at 6:10 pm to discuss the employment history of a particular person. Motion seconded by Director Brass. Carried.** With no further business, Abigail Jantzi, Justin Bach, George Birth, and Jonathan Crast left at 6:10 pm. Executive session ended at 6:43 pm and the meeting was adjourned by Chairman Bast.

Next meeting: February 12, 2024, at 5:30 pm.

Director

Date

Director

Date