

Jefferson County Soil and Water Conservation District

Board of Directors Meeting – Monday, October 14, 2024

Directors present at the District office, 25451 State Route 12, Watertown, NY: Jason Bast, Tom Boxberger, Dick Campany, Chuck Eastman Mike Kiechle, Dan McBride, and Jim Nabywaniec. Others: CNMP, Justin Bach; ERE, George Birth; Executive Director, Patrick Crast; and Administrative Assistant, Rhonda Redder.

Chairman Bast called the meeting to order at 7:00 pm. *Director Boxberger moved to approve the minutes of the September meeting. Motion seconded by Director Campany. Carried.*

I REPORTS

Financial: September financial reports were reviewed along with the 3rd quarter profit and loss YTD comparison and 3rd quarter grant report. Claims and bank statements were available for review.

Open invoices total: \$ 72,439.25. *Director Boxberger moved to approve the financial reports and sign the Itemized Disbursements Report of \$50,244.44; seconded by Director Kiechle. Carried.*

Cooperating Agencies

SWCC: Ryan's report was emailed to all directors.

NYACD, FSA, JCADC, NRCS: No report

CCE: Abbey's report was emailed to each director prior to the meeting with their upcoming events.

Director Reports:

Kiechle: Farm Bureau's annual meeting was held in Cape Vincent last week; the new State Executive Director, Deanna Fox, was the guest speaker.

Company: Happy to see Land Judging active again; willing to help next year.

II CORRESPONDENCE

- A. IRLC: Community Programs
- B. WEX
- C. SWCC – Part B 2023 approved
- D. SWCC – Part B 2025
- E. Jefferson County Treasurer (3): White Ash Harvest*
- F. Thomas Trash
- G. Jefferson County Administration: Forest Management agreement*
- H. SWCC: CRF 8 not awarded
- I. FLOWPA 2025: Contract received
- J. Jefferson County HR: Payroll certification
- K. SWCC: CRF 8 award notice

*Outgoing

III OLD BUSINESS

- A. Equipment Policy: No action
- B. Draft Budget: No action

III NEW BUSINESS

- A. *Part B: Director Kiechle moved to approve the 2025 Part B project, reconstruction of County Reforestation access road bridge on the Winona lot. Motion seconded by Director Boxberger. Carried.*
- B. Round 24: Two additional farms have submitted a request to cancel their contracts for funding. *Director Nabywaniec moved to cancel the Round 24 contracts as requested (#045-1058 & #045-2009) and return the funds to NYS. Motion seconded by Director Campany. Carried.*

Directors Bast and Eastman left the room at 7:45 pm. Director Kiechle presided over the meeting.

- C. CAFO Enhanced Nutrient & Methane Management Program (ENMP): *Director Nabywaniec moved to adopt resolutions 2024-10 (#045-2005), 2024-11 (# 045-2004), 2024-12 (# 045-1020), and 2024-13 (# 045-1058) for farms to apply for ENMP funding. Motion seconded by Director Campany. Carried.*

Directors Bast and Eastman returned to the room at 7:53 pm and Chairman Bast reconvened the meeting.

- D. Signing authority: In anticipation of Pat Crast's retirement, *Director Campany moved to remove Pat Crast and add Patricia Shulenburg to the District's bank accounts with signing authority effective on or after November 14, 2024 after the documents are executed. Motion seconded by Director Boxberger. Carried.*
- E. 2025 salaries: *Director Boxberger moved to enter executive session to discuss the employment of a particular person(s). Motion seconded by Director McBride. Carried.*

7:56 pm Justin, George, and Rhonda left the room; 8:14 pm George and Rhonda returned.

Director McBride moved to approve steps for the CNMP, Forester, ERS (2), as well as a salary increase for the Administrative Assistant. Motion seconded by Director Campany. Carried.

Next meeting: November 4, 2024, at 5:30 pm due to the Veterans Day holiday. (Plan for 5:15 staff presentation.)

Note: Financial reports will not be available until the meeting date as accounts will not be reconciled in time to be mailed to each director.

With no further business the meeting was adjourned at 8:18 pm.

Director

Date

Director

Date