

# *Jefferson County Soil and Water Conservation District*

*Board of Directors Meeting – Monday, May 12, 2025*

George Birth presented on sizing timber columns to resist bending.

Directors present at the District office, 25451 State Route 12, Watertown, NY: Tom Boxberger, Dick Campany, Mike Kiechle, and Dan McBride. Others: CCE, Isaac Matlock; CNMP, Justin Bach; ERS, George Birth; Forester, Jonathan Crast; Administrative Assistant, Rhonda Redder; and ERS, Sarah Trick.

Absent: Jason Bast, Chuck Eastman and Jim Nabywaniec

Secretary Kiechle called the meeting to order at 5:32 pm. ***Director Boxberger moved to approve the April meeting minutes; seconded by Director McBride. Unanimous vote - carried.***

## **I REPORTS**

**Financial:** April financial reports were reviewed; claims and bank statements were available. Open invoices total: \$32,002.05. ***Director McBride moved to approve the financial reports and to sign the Itemized Disbursements Report of \$55,055.47; seconded by Director Campany. Unanimous vote - carried.***

### **Cooperating Agencies:**

**SWCC** – Ryan's written report was reviewed. Part C is expected to increase to \$306,000 (\$74,720 increase).

**NYACD** – Next meeting is June 25 at 7 pm (Zoom)

**CCE** – Isaac: Hay Field & Pasture Reclamation class 7/31 at 6 pm, Hoof Trimming 101, and Working Landscapes/Grassland Birds are also coming up this summer. CCE applied for a NY Sea Grant through the Great Lakes Basin small grants for some restoration work. If funded, we will be working with organizations in the tri-county area to collect and store local ecotype plant materials for future restoration efforts.

**FSA, JCADC & NRCS** – No report

### **Director Reports:**

**McBride:** Inquired about the Slack Lot. Rhonda spoke with County Attorney Sabik and provided basic information; he had met with LaFave, White & McGivern to review the maps and surveys. He requested a site visit, so he will be going out with Jonathan next week. An overview of the boundary line dispute was provided.

**Kiechle:** Sarah and Jonathan planted a buffer this morning with high school students from Indian River, 75 trees (Sycamore, cherry, river birch, and maples) along the Indian River. They did a nice job.

### **Staff Reports:**

**Justin:** Everyone has been busy with tree planting, tubing, and staking. One CNMP is nearly completed. Assemblyman Walczyk's office requested technical assistance with a landowner along the Black River trail; we will conduct a site visit and report back. Took some soil tests for a farm and received the results back. Will be assisting Franklin SWCD with interpreting soil test results.

**George:** Revising a culvert design for Oswego SWCD after a DEC review. Will be checking the progress of the covered heavy use area in St. Lawrence County. Assisting with a stream crossing project where there are 24" culverts and flash floods. Justin is working on two plans that will need bedded packs. AgNPS grants, if awarded, will need design work.

Sarah: After our SW CARES presentation in Brownville, a science teacher approached me about attending their school's science fair with our watershed model. The science fair is Thursday and will help meet education requirements for the MS4 permit. I plan to attend NOAA's Facilitation Basics for Coastal Managers course, the Healthy Watersheds Conference at SUNY ESF, and the FLOWPA full board meeting. I will also begin working on this year's mapping requirements for our MS4s and helping Justin with AEM Tier 3s.

Jonathan: We will be submitting an invoice for the work we have done; approximately \$148,000 is expected. We planted all but 2 acres of the original plan, so we won't receive the full contractual amount. Planting took much longer than anticipated because the preferred tubes were unavailable in late February. The tubes had to be put together and it was an extremely timely process; it worked best with 2 people putting them together. There will not be any harvests until the bark dries. Will check trails and replace a broken gate in Worth. CRF planting prep and planning will begin this fall. Over a dozen people have called with interest in next spring's tree planting through TNC; next year will be a smoother process, hoping to utilize TNC's planting crew for future plantings.

## II CORRESPONDENCE

\*Outgoing

- A. NYS Department of Labor: UIB
- B. FEMA: NY Flood Risk Review
- C. MVP: Health Insurance – renewal packet
- D. Applications for Office Manager

## III OLD BUSINESS

- A. Office Manager: We received 15 applications and narrowed them down to 8; interviews are scheduled for this Wednesday through Friday. The board authorized the hiring committee to submit recommendations to the board for consensus on candidate selection, along with starting date and salary.
- B. Slack Lot: (See Director's reports – McBride)
- C. Parking area: We will submit a written notice to the Town of Watertown Planning Board with a simple schematic.

## IV NEW BUSINESS

- A. *Director Boxberger moved to enter executive session to discuss the employment of a particular person. Motion seconded by Director McBride seconded the motion. Unanimous vote - carried.*

Justin Bach, George Birth, Jonathan Crast, Sarah Trick, and Isaac Matlock left the room at 6:16 pm. At 6:27 pm Justin Bach reentered the meeting room. Executive session ended at 6:34 pm and everyone returned to the meeting room.

- B. *Director Kiechle moved to promote Justin to the position of Executive Director effective immediately, starting at Step 1. Motion seconded by Director Campany seconded the motion. Unanimous vote - carried.*

Meeting adjourned at 6:36 pm. Next meeting: 6/9/25, at 5:30 pm.

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Director

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Date

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Director

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Date