

DRAFT

St. Lawrence County Soil and Water Conservation District
1942 Old DeKalb Road, Canton, NY 13617
BOARD OF DIRECTORS MEETING MINUTES
For August 18th, 2022, at 3:46 p.m.

Board Members Present: Robert Andrews, Jr. (Chairperson), Adam Cook (Vice-Chair), Becky Allen (Treasurer), John Burke, and Kevin Acres

Board Members Excused: Patrick Smith

Staff Present: Raeanne Dulanski (Manager), McKenzie Church (Temporary Secretary/Asst. Treasurer), Jevonah Foster (Technician), and Aaron Barrigar (Forester)

Guests: Kaitlyn Kulp

I. Call to Order

II. Introductions

III. Agenda (Attachment A)

IV. Minutes of the Previous Meeting: *Motion to approve the July 21, 2022 minutes*, made by Cook, seconded by Burke **approved by all**

V. Treasurer's Reports: Dulanski discussed items relevant to the financial information provided to the Board. *Motion to approve July 2022 Treasurer's report*, made by Cook, seconded by Acres **approved by all**.

Allen joined the meeting 3:52

VI. Reports

A. Board of Legislators –John Burke, Kevin Acres

1. Acres informed the Board that the discussion of how to spend American Rescue plan monies of \$20.9 million is ongoing. He provided an update on projects.
2. Burke discussed the \$50,000 improvements done at the St. Lawrence County Fair. Those which include 7 new campsites and 4-H building repair

B. Ag and Farmland Protection Board – Bob Andrews

1. Solar discussion continues.

C. NRCS – Dulanski discussed the report provided by Frary. (**Attachment B**)

VII. SWCD Reports:

A. Technician's Report – Jevonah Foster

1. Foster finished wetland monitoring as of Friday August 12th
2. Foster reported she was working on the Cover Crop cost-share program.
3. Foster is continuing AEM planning and projects.

4. Foster attended a 3 day stream training class.

B. Forester's Report – Aaron Barrigar

1. Barrigar continues to work on the County Forest management plans and is making good progress.
2. Barrigar provided an update on the Part B project, Parcel 25 in Stockholm protection and promotion trail. The Town of Stockholm highway department will be providing in-kind labor and equipment help to spread the stone for the parking place improvements.

C. Secretary/Assistant Treasurer's Report – Raeanne Dulanski and McKenzie Church

1. **Motion** to approve a transfer from Money Market to Checking for September 2022 to cover operating costs up to \$27,000 made by Cook, seconded by Allen **approved by all**
2. Postcards were sent out to inform past customers there would not be a fish sale for the fall of 2022. There hasn't been any response from those that received the postcards.

D. Manager's Report – Raeanne Dulanski (Attachment C)

1. Dulanski provided an update on the CAFO WSTS Rd 3 grant. Contract is set to expire 3/2023, the farm has started site prep for the project and hopes to start construction this fall. To ensure that they have enough time to complete the project, Dulanski is recommending the Board support the request for the allowable one-year extension. **Motion** to support a one-year extension for the CAFO WSTS Rd 3 grant, SLC WS 5, made by Acers, seconded by Cook **approved by all**
2. Dulanski reported snowmobile trail grant phase 2 is due to NYS Parks on 9/1. Trail Maintenance Entities (TME) information is due to her by 8/25.
3. County budget team budget review was yesterday, an increase in SWCD's appropriation was requested to help support additional staff. We are waiting to hear the results.
4. American Rescue Plan Act (ARPA) - Barrigar and Dulanski continue to work on tree removals with the county. Dulanski presented resolution, "Authorizing the chair to sign a contract appropriating American Rescue Plan Act (ARPA) funds for the purpose of funding ash tree removals from within the highway bounds of County Routes in St. Lawrence County and modifying the 2022 budget for the County Administrator's Office" (**Attachment D**) for the Board's consideration. **Motion** supporting the ARPA resolution regarding tree removals made by Cook seconded by Allen **approved by all**

**VIII. Entered Executive Session @4:39 p.m. to address personal issues
Exited executive session @ 5:03 p.m.**

- A. Motion** approving the hiring of McKenzie Church as the full time Secretary/Treasurer with a salary of \$42,000 made by Acers, second by Cook **approved by all**.
- B. Motion** approving the provisional hiring of Heidi Knafelc as a full time Conservation District Technician with a salary of \$42,000 made by Allen second by Cook **approved by all**
- C. Motion** authorize Foster and Knafelc to attend Conservation Skills and to modify the training budget, moving \$525 from Forester Travel to Tech Travel made by Cook seconded by Burke **approved by all**

IX. Old and New Business:

X. Correspondence: Mail was available for the Board's review. (List of items in Attachment E)

XI. Announcements: None

XII. Next Meeting: September 15th, 2022 3:30 p.m.

XIII. Meeting Adjourned: *Motion to adjourn* at 5:07 p.m. made by Acers seconded by Cook approved by all

Robert Andrews, Jr., Chairperson

Date

McKenzie Church, Secretary/Assistant Treasurer

Date

Attachments: A – E