

**DRAFT MINUTES**  
**CHAUTAUQUA COUNTY SOIL & WATER CONSERVATION DISTRICT**  
**Frank W. Bratt Ag Center, Jamestown, NY 14701**  
**District Board of Directors' Regular Meeting**  
**February 14, 2008**

I. **Meeting Called to Order:** 1:00 P.M.

A. Present:

Fred Croscut - Chairman	David Wilson - Field Manager
Leon Beightol - Treasurer	Debra Kelley - Secretary
Bob Thompson - Vice-Chair	Rob Halbohm - NRCS
Bruce Kidder - Director	Mia Halter - NRCS
Allen Peterson- Director	Joann Kurtis - RC&D Coordinator

II. **Minutes of the Previous Meeting:**

**MOTION** by Thompson seconded by Peterson to approve the minutes of the January meeting. Carried!

III. **Treasurer's Report:**

**MOTION** by Thompson seconded by Kidder to accept the Treasurer's report and pay current bills. Carried!

A. **The following bills were approved for payment:**

SEE ATTACHED

IV. **Correspondence:**

V. **Reports:**

A. **Other Agencies**

B. **Committees**

1. **Audit Committee** - Reported to the board that they met today and the books are in order. See Attached. **MOTION** by Thompson seconded by Peterson to accept the Audit committee's report. Carried!

C. **District Conservationist** - Rob Halbohm

1. **Program Updates**

a. **EQIP** - 7 Nutrient Plans, 1 Cropland, 4 Forestry, 2 Grazing and 1 Livestock Waste Plan were approved and funded. The total amount of funding for Chautauqua County is \$238,000.

**MOTION** by Thompson seconded by Peterson to approve the EQIP Contracts as they were presented. Carried!

b. **NRCS Contracts** - Coverage of information in NRCS Contracts under the Privacy Act - See Attached!

D. **District Field Manager** - David Wilson

1. **Trees & Shrubs** - Trees and Shrubs program is progressing, we have 82 orders at this time for about \$6,000.00.

2. **Envirothon** - We held the workshop on January 18, 2008 at SUNY Fredonia. We have a new school this year; Pine Valley High School is bringing two teams.

3. **Legislative Day** - was February 4 & 5, Jay and I went to Albany

and met with Legislative People. The District is asking for \$100,000 for each District to hire staff.

4. **Hydro-Seeding Meeting & Survey** - TVGA is the consultant on Chautauqua Lake that the Chautauqua Lake Management Commission hired to do some Planning Work. TVGA are holding a series of meetings to Discuss Hydro-Seeding and other Lake Management Issues. See Attached. I would like to attend to see what they are discussing.

E. **District Secretary** - Debra Kelley

1. **Soil Stewardship Week** - Scheduled for April 27 - May 4, 2008, More information to follow.
2. **Directors Oath of Office** - I have Allen and Bruce's Oaths and will mail them to the County Clerks Office.
3. **Canceled Checks** - **MOTION** by Thompson seconded by Beightol to stop receiving the canceled checks for the District Checking account from Key Bank. Carried!
4. **Signature on State Vouchers** - **MOTION** by Thompson seconded Kidder to allow David Wilson to sign State Vouchers. Carried!

VI. **Old Business**

- A. **Committee Assignments** - Committee Assignments were made by the Chairman. See Attached. **MOTION** by Thompson seconded by Peterson to approve the Committee Assignments. Carried!
- B. **Review Policies** - **MOTION** by Beightol seconded by Kidder to approve the policies as presented. Carried!
- C. **Personnel Appraisals** - The Board Members and Field Manager reviewed the Personnel Appraisals. **MOTION** by Thompson seconded by Peterson to approve the Personnel Appraisals. Carried!
- D. **NYS Association Conservation District** - Pay Dues: Tabled
- E. **Contract with Chautauqua County for 2008** - We still do not have a Contract or appropriations for 2008.

VII. **New Business**

- A. **Grape Conference** - March 26 & 27 at Fredonia State. The District would like to set up a display. **MOTION** by Thompson seconded by Peterson to allow Wilson and Kelley to attend the Grape Conference in March. Carried!
- B. **Director Training** - As part of our Director Training for 2008 I have a list of Commonly Used Acronyms to review with the Board Members. See Attached.
- C. **Credit Card** - We would like to apply for a Kwik Fill Gas Credit Card to use along with our Mobil Card to give us more choices for price. **MOTION** by Kidder seconded by Peterson to approve the Kwik Fill Credit Card. Carried!

VIII. **RC&D** - Joann Kurtis

- A. **Presidents Budget for 2009** - RC&D program funding has been eliminated and the funding for the Great Lakes Basin is very low.
- B. **40<sup>th</sup> Anniversary for RC&D** - We will have a Celebration on June 5<sup>th</sup> in Olean at the Banquet Center. Invitations will be sent out.

IX. **Water Quality**

X. **Cooperators** none

District Minutes

Page 3.

XI. **Next Meeting** - Thursday, March 27, 2008, 1:00 P.M. at the Frank Bratt Ag Center, Jamestown, NY

XII. **Meeting Adjourned**

**MOTION** by Thompson seconded by Kidder to adjourn at 1:50 P.M. Carried!

Debra A. Kelley  
Secretary

Fred Croscut  
Chairman