

CHAUTAUQUA COUNTY SOIL & WATER CONSERVATION DISTRICT
Frank W. Bratt Ag Center, Jamestown, NY 14701
District Board of Directors' Regular Meeting
January 25, 2012

I. **Meeting Called to Order:** 10:00 A.M.

A. Present:

Fred Croscut - Chairman	David Wilson - Field Manager
Bruce Kidder - Treasurer	Debra Kelley - Secretary
Allen Peterson - Director	Rob Halbohm - NRCS
Shaun Heenan - Director	Greg Rater - Slab City Organics

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

MOTION by Kidder seconded by Peterson to approve the minutes of the December meeting.

III. **Treasurer's Report:**

MOTION by Peterson seconded by Heenan to accept the Treasurer's report and pay current bills.

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

SEE ATTACHED

IV. **Correspondence:**

A. Letter and Photo from Senator Cathy Young to David Wilson regarding the joint annual meeting and the AEM award presentation to John Knight.

V. **Reports:**

A. **Other Agencies**

1. Slab City Organics - Greg Rater made a presentation on his composting facility and asked the Board for a letter of support and to allow David Wilson to work with him to help with permitting for the DEC. See Attached.

B. **Committees** - none

C. **District Conservationist** - Rob Halbohm

1. **Program Updates** - See Attached

2. **Emergency Watershed Project (EWP)** - I have been in Essex County looking at 13 sites so they can apply for funding through EWP.

3. **Local Working Group** - We have scheduled a meeting of the Local Working Group on February 8, 2012 to provide recommendations to USDA on local natural resource priorities and criteria for conservation activities and programs.

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

1. **Trees & Shrubs** - Trees and Shrubs booklets are ready to be mailed out next week.

2. **Envirothon** - We held the workshop on January 20, 2012 at SUNY Fredonia. We had about 150 students in attendance. The event will be held on May 2, 2012 at Fredonia College Lodge, in Brocton.

3. **Country Ayre** - We are almost done with the manure separator pad and then we can start on the building to cover it.
 4. **2% Projects** - We have received the notice from the County telling us that we have been awarded the 2% projects for Moon Brook/JCC and Goose Creek. We have completed the Plan of work and returned them to the County for these projects.
- E. **District Secretary** - Debra Kelley
1. **Annual Financial Report to the State Committee and the State Comptroller** - **MOTION** by Peterson seconded by Croscut to approve the Annual Financial reports.

VI. Old Business

- A. **2011 Appointments to the Board** - The Legislative and Grange appointments have been approved by the Legislature, but we are still waiting for Farm Bureau.
- B. **Legislative Day** - February 6 & 7, 2012. **MOTION** by Kidder seconded by Peterson for staff & directors to attend and reimburse them for their expenses.

VII. New Business

- A. **2012 Water Quality Symposium/Annual Training Session** -will be held March 13 - 16, 2012 at the Holiday Inn, Auburn, NY. Registration Required before February 17, 2012. **MOTION** by Peterson seconded by Kidder to allow staff and directors to attend the training session and reimburse them for expenses.
- B. **Annual Plan of Work** - The Annual Plan of work was reviewed by the District Board. **MOTION** by Kidder seconded by Peterson to approve the 2012 Annual Plan of Work.
- C. **Long Range Plan of Work** - The Long Range Plan of work was reviewed by the District Board. **MOTION** by Peterson seconded by Kidder to approve the 2012 Long Range Plan of Work.
- D. **Election of Officers** - **MOTION** by Kidder seconded by Peterson to elect Fred Croscut as Chairman of the SWCD Board.
- E. **Appointments** - The Chairman made the following appointments, Vice-Chairman, Allen Peterson, Treasurer, Bruce Kidder and Secretary Asst. Treas. Debra Kelley.
- F. **Committee Assignments** - The Chairman made committee assignments, See Attached. **MOTION** by Peterson seconded by Kidder to approve the Committee Assignments.
- G. **Review Policies** - The District Policies were reviewed by the District Board. **MOTION** by Peterson seconded by Kidder to approve the 2012 District Policies.
- H. **Review Rental Fees - Equipment & Services for 2012** - The board reviewed the rates for Equipment and Services for 2012. **MOTION** by Kidder seconded by Peterson to approve the Fees for Equipment

Rental and Services. See Attached Fee Schedule.

- I. **Review Pay Prior to Approval List for 2012** - The Pay Prior to Approval List for 2012 was reviewed by the board. **MOTION** by Kidder seconded by Peterson to approve the list as presented to the board.

District Minutes (New Business Cont.)

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- J. **Personnel Appraisals** - Tabled
- K. **Audit the District Books** - Croscut & Peterson will audit the District books at 9:00 AM prior to the regular meeting on February 15, 2012.
- L. **District 2012 Contract with Chautauqua County** - There are going to be some changes to our contract with the county for 2012. We are working on the deliverable for the contract.
- M. **District Budget & pay Raises** - **MOTION** by Kidder seconded by Peterson to approve the District Budget as presented and approve the step and grade increases for the District Employees.

VIII. **RC&D** - JoAnn Kurtis has purchased a Stream Table Model which simulates a moving stream. We will be having a demonstration with this model on Tuesday's Conewango Meeting at the Audubon.

IX. **Water Quality**

The LEWPA met on 1/24/12, the three county alliances are just getting started and are setting up the ground rules for the group.

X. **Cooperators** none

XI. **Next Meeting** - Wednesday, February 15, 2012, 10:00 A.M. at the Frank Bratt Ag Center, Jamestown, NY

XII. **Meeting Adjourned**

MOTION by Kidder seconded by Peterson to adjourn at 12:45 P.M.

Debra A. Kelley
Secretary

Fred Croscut
Chairman

01/25/12

Chautauqua County SWCD
Transaction List by Vendor
 January 2012

Date	Num	Memo	Amount
Bank of America			
1/11/2012	On L...	4170 0801 0125 2813 1...	-842.76
Chautauqua Brick Co., Inc.			
1/27/2012		GL Olson/Country Ayre Pr...	-4,658.30
CITGO			
1/3/2012	On L...	Fleet #133526061	-237.29
1/24/2012	On L...	Fleet #133526061	-212.12
County Line Stone Co., Inc.			
1/27/2012		Customer #1648.012,Inv.#...	-769.94
EFTPS - Internet Transfer Federal Deposit			
1/31/2012	7638	16-0952573 Pay Period E...	-3,309.56
ExxonMobil			
1/31/2012	On L...	Acct# 7187 8592 3200 332...	-515.54
Genesee County SWCD			
1/6/2012	7629	2012 T&S 25% down pay...	-4,211.87
Greater Chautauqua Credit Union			
1/13/2012	7630	Pay Period Ending 1/13/12	-525.00
1/27/2012	7634	Pay Period Ending 1/27/12	-525.00
James B. Schwab Co.			
1/6/2012	7625	Cust#FA2978 - INV#6851...	-693.00
Lehigh Hanson			
1/6/2012	7624	Cust.#8251171/Inv.#372427	-121.50
1/6/2012	7626	Cust.#8251171/Inv.#372881	-3,613.88
1/6/2012	7627	Cust.#8251171/Inv.#372601	-840.63
1/27/2012		Cust.#8251171/Inv.#3731...	-6,817.75
1/27/2012		Cust.#8251171/Inv.#373533	-7,578.00
NYS Deferred Compensation Plan			
1/13/2012	7631	11095 Pay Period Ending ...	-465.38
1/27/2012	7635	11095 Pay Period Ending ...	-465.38
Postmaster.			
1/23/2012	7617	Permit #371 Bulk Mailing ...	-190.00
QuickBooks Payroll Service			
1/12/2012		Created by Payroll Service...	-3,900.75
1/26/2012		Created by Payroll Service...	-4,422.30
Sam's Club			
1/18/2012	7632	2012 Envirothon Workshop	-132.48
Southern Tier Supply Co.			
1/6/2012	7628	Inv.#185116 & 185161	-126.72
1/27/2012		Inv.#185273,185287,1853...	-544.38
1/27/2012		Cust.#1000244 - Inv.#185...	-349.68
1/27/2012		Cust.#1000244 - Inv.#185...	-570.10
Tim's Maintenance, LLC			
1/27/2012		Inv.#13088 - GL Olson/Co...	-860.00
Univera Health Care			
1/26/2012	7633	Inv.#583839/Group ID 401...	-310.32
Vellano Bros., Inc.			
1/27/2012		Inv.#S1876684.001 - Coun...	-2,866.38
1/27/2012		Inv.#S1876684.002 - Coun...	-403.84
West Payment Center			
1/27/2012		Acct.#1000537096 - NYS...	-37.50

Fred Cascut
Wm. Peter
Bruce L. Hill