

CHAUTAUQUA COUNTY SOIL & WATER CONSERVATION DISTRICT
Frank W. Bratt Ag Center, Jamestown, NY 14701
District Board of Directors' Regular Meeting
February 28, 2013

I. **Meeting Called to Order:** 8:30 A.M.

A. Present:

Fred Croscut - Chairman	David Spann-District Field Manager
Bruce Kidder - Treasurer	Debra Kelley - Secretary
Allen Peterson - Director	Rob Halbohm - NRCS
Robert Orr - Director	Jeff TenEyck - NYSSWCC
Shaun Heenan - Director	Bethany Bzduch - NYSSWCC
John Jablonski - Chaut. Watershed Conservancy	
Frank Gould - Legislator	

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

MOTION by Peterson seconded by Kidder to approve the minutes of the January 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 from Cathy Young congratulating David Spann on his new appointment as District Field Manager.
- B. A letter from NYACD asking for support of their annual dues.

V. **Reports:**

A. **Other Agencies**

- 1. **NYS Soil & Water Committee** - Jeff TenEyck - See Attached
- 2. **Chaut. Watershed Conservancy** - John Jablonski - gave a short update on what projects the Conservancy is working on. See attached. Fred Croscut also talked about a Submerged Aquatic Vegetation study that is being done on the Chautauqua Lake Watershed.

B. **Committees**

- 1. **Audit Committee** - The Audit Committee met prior to the regular board meeting to conduct the annual audit of the district financial books and found them to be in order.

1 **Personnel** - **MOTION** by Kidder seconded by Peterson to approve the District Technician Position Description and to advertise the vacancy. Jeff and Rob will also send out the announcement on their list serves and we will place an ad in the local newspapers. Applications have to be back to the District before March 28th for review and interviews will be done on April

- C. **District Conservationist** - Rob Halbohm
 - 1. **Program Updates** - See attached
 - 2. **Partner Appreciation Award** - USDA-NRCS presented the Chautauqua County SWCD with the Partner Appreciation Award.
- D. **District Field Manager** - David Spann
 - 1. **Trees & Shrubs** - We have about 80 orders back so far.
 - 2. **Envirothon** - The event will be held on April 25, 2013 at Camp Merz, in Mayville.
 - 3. **Agland** - we have been completely inundated with Aglands and are now asking people who call to get an extension to file them.
 - 4. **2% Projects** - We have 5 projects that we will be involved with, 3 of them will be stabilization of either creek or lakeshore. Another will be to construct a fish passage in Dewittville Creek by Country Ayre Farms.
 - 5. **Western New York Crop Assoc** - We had a meeting with Dan and Rhonda from WNY Crop regarding pooling resources and labor to work together more effectively in the future.
 - 6. **Septic Workshop** - I attended the meeting with Jeff Diers to discuss the 2 workshops that are planned for the public.
- E. **District Secretary** - Debra Kelley
 - 1. **Soil Stewardship Sunday** - will be held on Sunday, April 28 at 11:00 AM and will be observed at the Falconer United Methodist Church. I will be ordering materials for this event.

VI. Old Business

- A. **2013 Appointments to the Board** - The Legislative appointments have been approved by the Legislature, and the grange is not up until next year.
- B. **Legislative Day** - February 11 & 12, 2013, David Spann and Jay Gould attended Legislative Day in Albany. They met with Senator Cathy Young, Assemblyman Joe Giglio and Assemblyman Andy Goodell.
- C. **Annual Plan of Work** - The Annual Plan of work was reviewed by the District Board. **MOTION** by Kidder seconded by Peterson to approve the 2013 Annual Plan of Work.
- D. **Long Range Plan of Work** - The Long Range Plan of work was reviewed by the District Board. **MOTION** by Kidder seconded by Peterson to approve the 2013 Long Range Plan of Work.
- E. **Election of Officers** - **MOTION** by Kidder seconded by Orr to elect Fred Croscut as Chairman of the SWCD Board.
- F. **Appointments** - The Chairman made the following appointments, Vice-Chairman, Allen Peterson, Treasurer, Bruce Kidder and Secretary Asst. Treas. Debra Kelley.
- G. **Committee Assignments** - The Chairman made committee assignments, See Attached. **MOTION** by Peterson seconded by Kidder to approve the Committee Assignments.

H. **Review Policies - Tables**

District Minutes (New Business Cont.)

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- I. **Review Rental Fees - Equipment & Services for 2013** - The board reviewed the rates for Equipment and Services for 2012. **MOTION** by Kidder seconded by Heenan to approve the Fees for Equipment Rental and Services. See Attached Fee Schedule.
- J. **Personnel Appraisals** - Tabled
- K. **Audit the District Books - Motion** by Heenan seconded by Kidder to accept the Audit Committee's Report.
- L. **District 2013 Contract with Chautauqua County** - We have a 2013 contract with the county and I have submitted a voucher for payment.

VII. **New Business**

VIII. **RC&D** - The next meeting is scheduled for March 4th.

- A. **Application For Project Measures** - **MOTION** by Peterson seconded by Heenan to approve the application and send it to the RC&D Council for approval.

IX. **Water Quality**

X. **Cooperators** - none

XI. **Next Meeting** - Thursday, March 28, 2013, 8:30 A.M. at the Frank Bratt Ag Center, Jamestown, NY

XII. **Meeting Adjourned**

MOTION by Kidder seconded by Peterson to adjourn at 11:35 P.M.



Debra A. Kelley
Secretary



Fred Croscut
Chairman