

**CHAUTAUQUA COUNTY SOIL & WATER CONSERVATION DISTRICT**  
**Frank W. Bratt Ag Center, Jamestown, NY 14701**  
**District Board of Directors' Regular Meeting**  
**February 15, 2012**

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

A. Present:

Fred Croscut - Chairman

Bruce Kidder - Treasurer

Allen Peterson - Director

Debra Kelley - Secretary

Rob Halbohm - NRCS

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

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

III. **Treasurer's Report:**

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

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

SEE ATTACHED

IV. **Correspondence:**

V. **Reports:**

A. **Other Agencies**

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 excellent order.

C. **District Conservationist** - Rob Halbohm

1. **Program Updates** - we are in the middle of our program signups right now and it will run through February 17. We have a good number of applications for the Air Quality portion of EQIP.

2. **Local Working Group** - We held 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** - Deb Kelley Reported

1. **Trees & Shrubs** - Trees and Shrubs booklets have been mailed out and we have about 25 orders back.

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.

E. **District Secretary** - Debra Kelley

1. **Soil Stewardship Sunday** - I have ordered and received the materials for Soil Stewardship Sunday. The Grange Representative has not yet set the place and time for the service.

**VI. Old Business**

- A. **2012 Appointments to the Board** - The Legislative and Grange appointments have been approved by the Legislature, but we are still waiting for Farm Bureau appointment.
- B. **Personnel Appraisals** - Tabled.
- C. **Audit the District Books - Motion** by Kidder seconded by Peterson to accept the Audit Committee's Report.
- D. **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 deliverables for the contract.
- E. **Legislative Day** - February 6 & 7, 2012. David Wilson and Jay Gould attended Legislative Day in Albany. They met with Senator Cathy Young, Assemblyman Joe Giglio and Assemblyman Andy Goodell.

**VII. New Business**

- A. **2012 Grape Growers Conference** -will be held March 8, 2012 at the Lake Erie Regional Lab, Portland, NY. **MOTION** by Peterson seconded by Kidder to allow staff and directors to attend the conference.
- B. **Forestry Contract with Chautauqua County** - We are looking into helping the county manage the forest land. We have just started this process with a letter to George Spanos.
- C. **Round 17 Contract** - We have received the contract from the state for the Round 17 RFP Grants. **MOTION** by Kidder seconded by Peterson for the Chairman to sign the contracts.

VIII. **RC&D** - The Local RC&D Committee have a meeting scheduled for March 5<sup>th</sup> at 10:00.

**IX. Water Quality**

The next meeting for the WQTF will be February 16<sup>th</sup> at 10:00 at the Ag Center.

X. **Cooperators** none

XI. **Next Meeting** - Thursday, March 22, 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 11:45 P.M.

Debra A. Kelley  
Secretary

Fred Croscut  
Chairman

02/15/12

**Chautauqua County SWCD  
Transaction List by Vendor  
February 2012**

| <u>Date</u>                                      | <u>Num</u> | <u>Memo</u>                    | <u>Amount</u> |
|--|------------|--------------------------------|---------------|
| <b>Bank of America</b>                           |            |                                |               |
| 2/13/2012  | On L...    | 4170 0801 0125 2813 1/...      | -193.29       |
| <b>Chautauqua Brick Co., Inc.</b>                |            |                                |               |
| 2/16/2012  |            | Inv.#01-519739-00,01-519...    | -2,198.89     |
| <b>ExxonMobil</b>                                |            |                                |               |
| 2/24/2012  |            | Acct# 7187 8592 3200 332...    | -320.95       |
| <b>Greater Chautauqua Credit Union</b>           |            |                                |               |
| 2/10/2012  | 7650       | Pay Period Ending 2/10/11      | -525.00       |
| 2/24/2012  |            | Pay Period Ending 2/24/12      | -525.00       |
| <b>James B. Schwab Co.</b>                       |            |                                |               |
| 2/16/2012  |            | Cust#FA2978 - INV#0812...      | -189.53       |
| <b>Lehigh Hanson</b>                             |            |                                |               |
| 2/16/2012  |            | Cust.#8251171/Inv.#3743...     | -827.00       |
| 2/17/2012  |            | Cust.#8251171/Inv.#373165      | -119.50       |
| <b>NYS Deferred Compensation Plan</b>            |            |                                |               |
| 2/10/2012  | 7651       | 11095 Pay Period Ending ...    | -481.11       |
| 2/24/2012  |            | 11095 Pay Period Ending ...    | -481.11       |
| <b>NYS Unemployment Insurance</b>                |            |                                |               |
| 2/15/2012  |            | 16-0952573 Pay Period E...     | -894.65       |
| <b>QuickBooks Payroll Service</b>                |            |                                |               |
| 2/9/2012   |            | Created by Payroll Service...  | -4,051.75     |
| 2/23/2012  |            | Created by Payroll Service...  | -4,562.30     |
| <b>Quill Corporation</b>                         |            |                                |               |
| 2/24/2012  |            | Acct#C957663 - Inv.#9904...    | -81.53        |
| <b>Southern Tier Supply Co.</b>                  |            |                                |               |
| 2/16/2012  |            | Cust.#1000244 - Inv.#185...    | -678.47       |
| 2/17/2012  |            | Cust.#1000244 - Inv.#186...    | -101.82       |
| <b>Tele - Sec Computers &amp; Supplies, Inc.</b> |            |                                |               |
| 2/16/2012  |            | Inv.#60492 - 1 cases of 8 ...  | -78.99        |
| 2/24/2012  |            | Inv.#60513 - Printer Cleani... | -74.95        |
| <b>Univera Health Care</b>                       |            |                                |               |
| 2/16/2012  |            | Inv.#632947/Group ID 401...    | -310.32       |

*W. Casert*  
*Allen Behm*  
*Ben Hill*