



Cortland County Soil and Water Conservation District

100 Grange Place, Room 202, Cortland, NY 13045

Phone: (607) 756-5991 • Fax: (607) 756-0029

www.cortlandswcd.org

SWCD...established to promote the conservation and wise use of our county's natural resources

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, March 12, 2024

ATTENDING: James Murphy, Chair John Phelps, Director
Linda Jones, Vice-Chair William McGovern, Director
Tracey Evanick, Treasurer Amanda Barber, Manager

A. MEETING WAS CALLED TO ORDER by Chair Murphy – 1:03 p.m.

B. REVIEW OF MINUTES:

Motion by Jones to approve the minutes of the regular board meeting held on February 13, 2024 as written. Seconded and carried 5-0.

C. FINANCIAL REPORTS: Including income and expenses for February. Presented for payment Abstract 02-24 for Vouchers 16-24 to 34-24.

Motion by Evanick to accept the February 2024 financial reports and approve the payment of bills presented on Abstract 02-24 in the amount of \$74,009.49. Seconded and carried 5-0.

D. REPORTS:

- 1. Board-** Evanick reported that she attended NYACD Legislative visits and informed them of our activities. She asked them to support the \$18 million budgeted for Districts.
- 2. SWCD-** Report was distributed and is appended to minutes.
- 3. SWCC –** Report was distributed and is appended to minutes.

E. CORRESPONDENCE:

- 1.** Career Works Career Center – asking about interest in SYEP.
- 2.** Tompkins Insurance Agencies – Regarding Regulation 87 of NYS Insurance Dept. to prevent splitting of insurance commissions with public officials.

F. OLD BUSINESS:

- 1. Resolution 2024-01 Bank Signatories.** Murphy and Barber are authorized- we are adding Evanick and removing Wright.

Motion by McGovern to approve Resolution 2024-01 establishing authorized bank officials: Murphy, Evanick and Barber. Seconded and carried 5-0.

2. Appoint Rutter as Secretary

Motion by Jones to appoint Rutter as Board Secretary. Seconded and carried 5-0.

- 3. Hiring Conservation Assistant** – Conservation Assistant interviews and candidates were discussed.

Motion by Jones to offer positions to Aschmutat and Lynch. Seconded and carried 5-0.

- 4. ARP Funds** – Barber to schedule meeting with Corpora before March 19th Budget and Finance meeting. Jones and McGovern to attend.
- 5. Shed Roof** – Barber informed the board that she did get another estimate, but at this point would like to check a couple other options before recommending a course of action.
- 6. Annual Treasurer's Report** – Rutter has submitted a draft to the auditor for review. Final will be presented for approval in April.
- 7. Grange Lease** – Barber has been in communication with the Grange, but they have not yet provided a new lease for consideration. The current lease expires March 2024 and the Grange has promised we will have the new lease for consideration in April. Barber expects a slight increase.

G. NEW BUSINESS:

- 1. Extend Downes' Term** – Barber would like to extend Downes' term through the end of April to have help through tree sale.

Motion by Jones to extend Downes' Conservation Aide term through April 2024. Seconded and carried 5-0.

- 2. FLOWPA Contract Approval – Resolution 2024--02**

Motion by Jones to approve Resolution 2024-02 authorizing the FLOWPA SFY 2023-24 Contract in the amount of \$107,200 for work to be completed April 1, 2023 through December 31, 2025. Seconded and carried 5-0.

- 3. Equity Statement-** Barber recommended that the Board update our equity statement for use on hiring advertisements, brochures, etc. The proposed statement was developed from updated USDA and NYS Agency statements.

Motion by Jones to approve proposed new equity statement (attached). Seconded and carried 5-0.

- 4. Buffer Steward** – Barber requested approval and authorization to sign the Buffer Steward funding agreement with USC.

Motion by Jones to authorize Barber to sign, Buffer Steward agreement in the amount of \$21,900 for work from April 1, 2024 – October 31, 2024 related to 144.75 acres of buffer establishment activities. Seconded and carried 5-0.

- 4. Hill Leave Without Pay** – Barber updated the board on status of employee and leave.

Motion by Jones in agreement with approving up to one month Leave Without Pay for Hill during his recovery. Seconded and carried 5-0.

H. NEXT MEETING: April 9, 2024, 1:00 pm.

I. ADJOURNED at 2:24 pm.

Jim Murphy, Chairperson