



Cortland County Soil and Water Conservation District

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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, November 12, 2024

ATTENDING: Linda Jones, Vice-Chair Amanda Barber, District Manager
Tracey Evanick, Treasurer Melissa Rutter, Fiscal Officer
William McGovern, Director
John Phelps, Director

A. MEETING WAS CALLED TO ORDER by Vice-Chair Jones – 1:02 p.m.

B. REVIEW OF MINUTES:

Motion by Evanick to approve the minutes of the regular board meeting held on October 8, 2024 as written. Seconded and carried 4-0.

C. FINANCIAL REPORTS: Including income and expenses for October. Presented for payment Abstract 10-24 for Vouchers 192-24 to 214-24.

Motion by Evanick to accept the October 2024 financial reports and approve the payment of bills presented on Abstract 10-24 in the amount of \$90,504.32. Seconded and carried 4-0.

D. REPORTS:

1. **SWCD-** Report was distributed and is appended to minutes.
2. **SWCC** – October and November reports were distributed and are appended to minutes. AEM Strategic Planning meeting will be held on Jan. 14, 2025, 10am – 1pm in the Grange downstairs meeting room. Barber encouraged any or all Board members to attend if possible.
3. **NYACD-** No report submitted. Evanick reported on the Annual Meeting held last month.
4. **NRCS** – No report submitted.
5. **SLWAP** – Report was distributed and is appended to minutes.

E. CORRESPONDENCE:

1. **NYACD** – Information on a new cover crop program with the Iowa Soybean Association.
2. **CWIO** – Information regarding the Nov. 20 meeting and proposed legislation to be discussed.
3. **Cortland County Planning Department** – Email regarding the “Elevate Cortland” draft.
4. **NYSDAM** – Plan of Work information for CRF Round 8.

F. OLD BUSINESS:

1. **Conservation Assistant Interviews** – Barber reported that four prospects were interviewed and subsequently ranked. Barber would like to hire two Conservation Assistants, therefore, would like to interview some of the late applicants for the position that are already on the list to take the Civil Service exam for the position.

Barber requested approval to make an offer to the interviewee that has SWCD experience in another county. This prospect would not be able to start until 2025.

Motion by Evanick to authorize Barber to offer a Conservation Assistant position to the interviewee that has SWCD experience, at the midrange salary level, with a start date in 2025. Seconded and carried 4-0.

2. **LYLPRD Update** – Barber reported that the LYLPRD budget and work plan was reviewed and approved by the LYLPRD advisory board at their meeting last month. Barber will present the LYLPRD work plan to the CCSWCD Board at the December meeting for implementation approval. Barber is working with a consultant to contract a small study regarding sediment from the Green Lake tributary.
3. **Board Member Discussion** – Barber reviewed a list of potential candidates with the Board. Two of the top candidates have indicated that they are interested in serving. The Board discussed inviting the top candidate to the December Board meeting so that he could meet everyone. Barber mentioned that some of the staff could give reports during that meeting to give the candidate a sense of District projects/duties and the opportunity to ask questions. McGovern mentioned that, since the Legislature needs to appoint the new Board member, the recommendation to appoint – should the top candidate confirm their desire to serve - needs to be submitted to the Legislature’s Clerk by December 12 in order to appear on the December Legislative agenda.
4. **ARPA Update** – Barber reported that the Engineering MOU between the District and Tioga County SWCD has been signed. Copies have been forwarded to the County Legislature.
5. **2025 Budget** – Discussion regarding the typographical error on the County 2025 tentative budget documents regarding what the SWCD actually requested (\$245,000) vs. what was reflected on the budget as requested by the SWCD (\$240,000).
6. **Septic Repair Allocations** – Barber requested permission to allow two projects to be added to the existing approved septic repair list and funding allocated as available. These two sites have been designated by the Health Department as failed systems needing emergency repairs.

Motion by McGovern to authorize Barber to allocate remaining septic repair funds at her discretion, after final quotes are received and contracts are executed for the original 5 approved projects. Seconded and carried 4-0.

- G. **NEW BUSINESS:** None.
- H. **NEXT MEETING:** December 10, 2024, 1:00 pm.
- I. **ADJOURNED at 2:15 pm.**

Melissa Rutter, Board Secretary