

**Schenectady County Soil & Water Conservation District
Board of Directors Meeting Minutes
April 26, 2023**

Present: Steven Ruther, B. Donald Ackerman, Michael Pileggi, Sara Mae Pratt, Eric Hess,
Nicholas Klemczak, Joseph Braun, Paula Schaeffer

The meeting was **called to order** at 10:05 am by Steven Ruther, Chairperson.

Privilege of the Floor None

Steven Ruther asked for a motion to approve the **February Meeting Minutes**.
Motion to approve made by Sara Mae Pratt, seconded by Donald Ackerman. Motion carried.

Financial

Steven Ruther asked for a motion to approve the **Treasurer's Report** for February and March.
Sara Mae Pratt motioned, seconded by Donald Ackerman. Motion carried.

The **Paid Bills** were reviewed. Steven Ruther asked for a motion to approve the report.
Motion made by Sara Mae Pratt to pay the bills, seconded by Michael Pileggi. Motion carried.

Steven Ruther asked for a motion to approve the **2023 Per Diem** rate of \$75.00/meeting for the Directors.
Donald Ackerman motioned, seconded by Eric Hess. Motion carried.

New Business-Review/Adopt:

A. Landowner/SWCD Agreement (copy on file):

Nicholas reviewed the Agreement. He explained why the Agreement was necessary, mainly to maintain clarity of responsibilities of all involved. After approval, he will forward it to the County Attorney for review.
Steven Ruther asked for a motion to approve the Agreement.
Michael Pileggi motioned, seconded by Sara Mae Pratt. Motion carried.

B. Resolution No.: 2023-1

Project #093-0121: Resolution for AEM Tier IV Cost Share Program (signed resolution on file):

The Resolution was discussed with the Directors. Noting that no storage unit is on site for chemicals. Without chemical containment, threats to the ground water, if spilled, is hazardous. This project will be at no cost to the District. After, Steven Ruther asked for a motion to approve the Resolution. Sara Mae Pratt motioned, seconded by Eric Hess. Motion carried.

C. Performance Measures, Policies, FOIL, Harassment Guidelines

Nicholas distributed to the Board our Policy Handbook to be followed by the SSWCD and reviewed it. We prepared the Policy Handbook to contain all the policies and important documentation pertinent to the SSWCD. Yearly, it will be reviewed, updated when necessary and adopted. All will be kept in the Policy Handbook for reference. Steven Ruther asked for a motion to adopt the Policy Handbook and to review it yearly.
Sara Mae Pratt motioned, seconded by Donald Ackerman, motion carried.

D. Board of Directors – 2023 Obligation Guidelines

Nicholas reviewed the Guideline for 2023. Each Director received a copy and discussion ensued. Nicholas said he will keep the information current and will include it on the monthly agenda. It is also in our Manual. By meeting the Guideline requirements, it guarantees the District the yearly Performance Measure funding.

Program Reports:

Scott Fickbohm, NYS SWCC submitted his report via email. (Complete report on file).

Nicholas highlighted some of the pertinent topics: Climate Resilient Farming Program Round 7; Agricultural Non-Point Source Program Round 29; 2023 NACD Northeast Regional Conference: Sept. 17-20, Portland ME.

Nicholas Klemczak, Executive Director presented the District Highlights (Complete report on file).

Highlighting:

Compost Facility:

- * Obtaining Grinder quotes from Morbark and Vermeer in preparation for the 2024 budget. We are keeping ours in good working condition with overhauls and maintenance for trade-in value when the time comes to purchase a replacement;
- * The Facility is busy! John and Randy are keeping out products well stocked and sale ready.

Preserves, Co. Forest, Bike Hike Trails:

- * Dave Pidgeon and Nick met with DEPW engineers to discuss projects for 2024: Plotterkill parking lot, Rice Rd. parking lot, Indiankill bridge by Woodlin Club for access;
- * Plotterkill Preserve map is finished and ready to be installed;
- * Maintenance and mowing on bike path and trails continues under Dave Pidgeon's supervision.

Part B Project: Construction of compost system for food waste collection at Fehr Avenue began on March 27th.

Miscellaneous:

Nicholas Klemczak, Executive Director reviewed the many activities occurring since the last Board meeting (full report on file). Including some of these highlights:

- * NYS Organics Summit – Tour of Onondaga Co. Resource Recovery Agency – large static waste system;
- * Fishing Derby, distributed the Flier, to be held at the Indiankill Preserve on May 13th;
- * Nick attended the Mohawk Watershed Symposium at Union College;
- * Helped Zollar Elementary School with their Plant-a-Seed Day with over 400 students participating;
- * Met with Town reps from Rotterdam regarding the Great Flats Hiking Trail maintenance;
- * Nick held Good Housekeeping Training for County Highway;
- * Our Annual Tree & Shrub sale is set for April 28 & 29;
- * Envirothon planned for May 10, we have a team from Schenectady represented;
- * Help plant 16 trees on Eastern Parkway as part of Re-Tree Schenectady.

Joe Braun, District Technician reviewed his Report (on file):

- * Agricultural Environmental Management (AEM) Projects: #093-0119 Tier 3, farm flooding issues, #093-0121 Tier 3 farmstead plan, #093-0118 Tier 2 potential projects, Farm visit Tier 2 worksheet;
- * Attended webinars on CRF and Ag-Nonpoint Source Programs;
- * Reviewing Policy Guidelines for AEM programs;
- * Working along with Nicholas on his projects, he also assisted with Preserve, Bike/Hike and trail work creating maps and identifications;
- * Attended the Water Quality Symposium;
- * Assisted where needed on Compost and District Projects.

Correspondence:

- * Memo from NYACD dated 3/31/23 regarding District Law. Nicholas reviewed the memo and clarified questions;
- * 2024 National Envirothon Sponsorship Request for donation-to be held in New York this year;
- * Request for Director participation from Schenectady County in Division VI representation at NYACD.

Sara Mae opened the question to ask the Board for input on placing emergency call devices on poles at the bike hike and preserves. She asked to let her know about any ideas.

The **next meeting** is Wednesday, May 24, 2023 beginning at 10:00 am.

Steven Ruther asked for a **motion to adjourn** at 11:10.

Donald Ackerman motioned, seconded by Sara Mae Pratt. Motion carried.

Respectfully submitted,

Paula Schaeffer
Administrative Assistant