



## SOIL & WATER CONSERVATION DISTRICT

Dr. Robert L. Yeager Health Center  
50 Sanatorium Road, Building A- 6<sup>th</sup> Floor  
Pomona, New York 10970  
Phone: (845) 364-2670 Fax: (845) 364-2671  
Email: rosamilb@co.rockland.ny.us

### Board of Directors

*James J. Dean, Chairperson*  
*Larry Brissing*  
*Fred Brinn*  
*George Wargo Jr.*  
*Bob Milone*

### District Staff

*Brianna Rosamilia, District Manager*  
*Janice Regan, Bookkeeper*

### Minutes

Tuesday, June 27<sup>th</sup>, 2023  
9:00 am

### Attendees

BOD present: James Dean, Fred Brinn, George Wargo

BOD excused: Larry Brissing, Bob Milone

SWCD Staff: Brianna Rosamilia

Public: Marcus Octaviano (SWCD Consultant), Adam Memmesheimer (RCSC), Gabriella D'Amico (RCSC)

### Meeting opened at 8:58 am

1. Seasonal staff introduction: Conservation and Service Corps Members – Adam and Gabby
2. Approval of minutes: April 2023, May 2023 – Approval of April 2023 and May 2023 minutes postponed to September board meeting.
3. Financial Report:
  - a. Treasurer's report – on behalf of the treasurer, L. Brissing, B. Rosamilia read the following financial report:

Account Balances as of 6/20/23

<b>Account</b>	<b>Balance</b>
SWCD checking account	\$699,848.73
Round 12 WQIP Grant (MS4 Mapping)	\$100.00
Round 15 WQIP Grant (MS4 Mapping)	\$2,753.24
<b>Total</b>	<b>\$702,701.97</b>

*Motion to accept account balances made by G. Wargo, F. Brinn seconded – unanimous.*

**SWCD Checking Account EXPENSES**

<b>Date</b>	<b>Check No.</b>	<b>Amount</b>	<b>Payable To</b>	<b>Description</b>
5/19/23	1268	\$334.50	Highway Traffic Supply	Dog waste supplies – Part A
5/25/23	Online Xfer	\$14,722.47	WQIP Round 15	Transfer to WQIP Round 15
5/30/23	1272	\$1,157.56	Marcus Octaviano	Part C – Consulting Services
5/31/23	1271	\$3,999.60	Cold Spring Harbor Fish Hatchery	Fish stocking program – Part A
5/31/23	Debit	\$140.98	Verizon Wireless	District cell phones - Part A 8730442
6/5/23	1273	\$400.00	LJF Accounting	Part C – professional services
6/9/23	Debit	\$113.98	Amazon	Part B – Culvert assessments equipment
6/9/23	Debit	\$6.89	Amazon	Education program supplies – Part C 8730444
6/12/23	1274	\$75.00	NYS Assoc of Cons Comm	Dues – Part C 8730460
6/12/23	Debit	\$55.96	Amazon	Education program supplies – Part C 8730444
6/13/23	1278	\$1,164.29	Marcus Octaviano	Part C – Consultant Services
6/13/23	Debit	\$63.84	Stop and Shop	Eel wrap up event – Part C 8730460

6/13/23	1276	\$31.81	Commissioner of Finance	May fuel charges
6/14/23	1277	\$155.96	Bauer Crowley	Additional terrorism insurance charge – Part A 8730451
6/15/23	Debit	\$188.38	Pantano’s Pizza	Eel wrap up event – Part C 8730460

**SWCD Checking Account DEPOSITS**

Date	Check No.	Amount	Description
6/8/23	151	\$3,999.60	Harry Frei Trust reimbursement for Trout Stocking program
6/15/23	Interest earned	\$1,267.16	Interest earned on the account
6/15/23	97812	\$32.32	Zoom settlement payment

**Round 12 WQIP Grant Account**

No recent activity

**Round 15 WQIP Grant Account**

Date	Check No.	Amount	Description
5/25/23	Online Xfer	\$14,722.47	Online transfer from SWCD account
6/2/23	1031	\$9,296.82	Town of Clarkstown
6/7/23	1032	\$5,948.26	Village of Suffern

***Motion to approve expenses and deposits as listed above made by G. Wargo, F. Brinn seconded – unanimous.***

- b. WQIP Updates:
  - i. Round 15 Quarter 2 2023 report- Request for signatures on the self-certification form and state-aid voucher – signature was received from J. Dean
- 4. New Business:
  - a. Spring 2023 Newsletter – Board members request to print 100 hard copies to each for distribution – ***Motion to approve Spring 2023 newsletter made by F. Brinn, G. Wargo seconded – unanimous.***
  - b. Mileage reimbursement approval
    - i. Leadership institute for SWCD employees – B. Rosamilia was accepted to attend the 2023 Leadership Institute to be hosted at the SUNY ESF Ranger

school in Wanakena, NY. The District Vehicle will be used by the summer Corps members and B. Rosamilia is requesting mileage reimbursement to drive her personal vehicle.

IRS mileage reimbursement	RT Travel to ESF Ranger School in Wanakena (miles)	Reimbursement Request
\$0.655	610	\$399.55

***Motion to approve personal mileage reimbursement for District Manager to take own vehicle to the Leadership Institute training made by G. Wargo, F. Brinn seconded – unanimous.***

- c. Additional mileage reimbursement for personal vehicle usage – federal mileage reimbursement rate is \$0.655/mile. Additional funds can be moved from the general fund balance to cover the extra cost of personal mileage reimbursement that will exceed our original budget of \$300.

Date	From	To	Reason	Total Miles	Total Cost
06/13/2023	Office	Haverstraw, NY	(OW) American eel wrap up event	7.5	\$4.91
06/15/2023	Office	Millbrook, NY	(RT) SWCD Regional Manager’s Meeting	114	\$74.67
06/29/2023	Office	Staatsburg, NY	(RT) HREP Teachers on the Estuary Professional Development day – workshop leader	111.8	\$73.23
07/18/2023	Office	Wanakena, NY	(OW) Leadership Institute training for SWCD/NRCS employees	305	\$199.78
07/21/2023	Wanakena, NY	Office	(OW) Leadership Institute training for SWCD/NRCS employees	305	\$199.78

**\$552.36**

***Motion to approve additional personal mileage reimbursement rate not to exceed \$1,000 and for funds to be moved from the general fund made by F. Brinn, G. Wargo seconded – unanimous.***

5. Old business:

- a. Reminder to complete the District Law training (George and Bob) – G. Wargo and B. Milone will complete the District Law training via the recorded presentation from the April meeting.

- b. 4 Hour Erosion and Sediment Control Training
  - i. The FTC is booked for November 2<sup>nd</sup>.
  - ii. Ulster County SWCD will lead the training. A MOU will need to be approved by the SWCD board members to work with Ulster SWCD for this workshop.
  - iii. Agree on cost for Consortium members (\$85 up from \$65 in 2019) vs. non-consortium members (\$125, same as 2019) – ***Motion to keep cost for Consortium members at \$65 made by F. Brinn, G. Wargo seconded – unanimous.***
- 6. Next Meeting Date: September 28<sup>th</sup>, 2023, at 9:00 am
- 7. Meeting adjourned at 9:24 am – ***Motion to adjourn made by G. Wargo, F. Brinn seconded – unanimous.***

*Respectfully submitted by Marcus Octaviano and Brianna Rosamilia*