



SOIL & WATER CONSERVATION DISTRICT

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Board of Directors

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

District Staff

Brianna Rosamilia, District Manager
Janice Regañ, Bookkeeper

Agenda

Thursday, November 16th, 2023
9:30 am – 11:30 am

Attendees

BOD Present: James Dean, Larry Brissing, George Wargo, Bob Milone
BOD Excused: Fred Brinn
SWCD Staff: Brianna Rosamilia
Public: Marcus Octaviano

Meeting opened at 9:32 am

1. Approval of minutes: October 26th *Motion to approve October 26th minutes made by G. Wargo, B. Milone seconded – unanimous.*

2. Financial Report:
 - a. Treasurer's report – On behalf of the treasurer, L. Brissing, the following financial report was read by B. Rosamilia.

Account Balances as of 11/10/23

Account	Balance
SWCD checking account	\$703,624.58
Round 12 WQIP Grant (MS4 Mapping)	\$100.00
Round 15 WQIP Grant (MS4 Mapping)	\$2,876.30
Total	\$706,600.88

Motion to accept account balances made by G. Wargo, L. Brissing seconded – unanimous.

SWCD Checking Account EXPENSES

Date	Check No.	Amount	Payable To	Description
10/26/23	1302	\$1,224.86	Marcus Octaviano	Part C – Consultant Services
10/31/23	Debit	\$141.12	Verizon Wireless	Part A – district cell phones
11/3/23	1304	\$780.00	American Grill	Part C - 4 Hr training catering
11/3/23	1303	\$400.00	LJF Accounting	Part C – Professional services
11/9/23	1308	\$1,265.24	Marcus Octaviano	Part C- Consultant Services

SWCD Checking Account DEPOSITS

Date	Check No.	Amount	Description
11/2/23	Deposit	\$4,025.00	Registrations for 4 Hour ESC Training
11/10/23	NYS OSC	\$11,837.68	WQIP Round 15

Round 12 WQIP Grant Account

No recent activity

Round 15 WQIP Grant Account

No recent activity

Motion to approve expenses and deposits as listed above made by B. Milone, G. Wargo seconded – unanimous.

- b. 4 Hour training expenses and deposits summary
 - i. **4-Hour Training registrations and expenses:**
 - Registrations: + \$7,310.00 (2 checks are pending deposit to the SWCD account)
 - Trainer Fee: - \$1,450.00
 - Catering Fee: - \$780.00
 - Issuing 1 refund: - \$125.00

Total money generated for SWCD: + \$4,955.00

Motion to approve a 4 Hour ESC attendee refund in the amount of \$125.00 made by B. Milone, G. Wargo seconded – unanimous.

- c. Reimbursement to County for SWCD staff in 2022 - \$132,100.00. ***Motion to approve Reimbursement to Rockland County for SWCD staff in 2022 in the amount of \$132,100.00 made by G. Wargo, B. Milone seconded – unanimous.***
 - d. Vehicle insurance – B. Rosamilia will contact Bauer Crowley to get an earlier notification for when payment for vehicle insurance renewal is due.
3. New Business:
- a. 2024 proposed budget
 - i. Add amount to NCF Envirothon line item based on allotted amount from previous years.
 - ii. Add additional \$5,000 from Part C under “new pollinator garden” line item. ***Motion to approve proposed 2024 budget with changes made by B. Milone, G. Wargo seconded – unanimous.***
 - b. Post-audit communications and recommendations
 - i. B. Rosamilia shared the recommendations from the auditor and notes from conversation with the accountant and acting coordinator. Lenny spoke to the auditors about the recommendations for clarification. Board decided to keep using the debit card. ***Motion to approve post-audit communications and recommendations made by G. Wargo, L. Brissing seconded – unanimous.***
 - c. Contract with LJF Accounting: monthly expenditure to increase to \$475 in 2024 ***Motion to accept new monthly rate of \$475 with LJF Accounting made by G. Wargo, L. Brissing seconded – unanimous.***
 - d. Fall 2023 Newsletter
 - i. Will mail 100 copies of newsletter to board members. ***Motion to approve Fall 2023 Newsletter made by B. Milone, G. Wargo seconded – unanimous.***
 - e. Yard Waste flier and social media posts – in partnership with CCE, educate the public about yard waste pollution in local streams
 - i. Will edit flier for errors and send to board members for their use. ***Motion to approve Yard Waste flier and social media posts made by G. Wargo, B. Milone seconded – unanimous.***
4. Old business:
- a. TEMBOO contract renewal - The sensor is online, and the invoice payment was submitted for a one-year renewal.
 - b. Performance measures – deficient in measure 1b: current District Law Training for all board members. B. Milone will complete this before 12/31.
 - c. County Compliance trainings – available online. Must be completed by 12/31.
 - i. Pending completion by B. Milone and L. Brissing.

5. Presentation:
 - a. J. Dean presented metrics for crowd hydrology.
6. Public participation: None
7. Upcoming events:
 - a. Rockland County YouthFest on November 19th from 11:00 am to 3:00 pm at Rockland Community College Field House.
8. Next Meeting Date: January 18th at 9:30 am
9. Meeting adjourned at 10:45 am – ***Motion to adjourn made by G. Wargo, B. Milone seconded – unanimous.***

Respectfully submitted by Marcus Octaviano

DRAFT