



**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**

*Kevin McGuinness, Executive Director*  
*Brianna Rosamilia, District Manager*  
*Janice Regan, Bookkeeper*

**Minutes**

Thursday, January 18<sup>th</sup>, 2024  
9:30 am

**Attendees**

BOD Present: James Dean, Larry Brissing, George Wargo, Bob Milone, Fred Brinn  
SWCD Staff: Brianna Rosamilia, Kevin McGuinness  
Public: Jennifer Zunino-Smith (CCE Rockland)

Meeting opened at 9:35 am

1. Call meeting to order
2. Introductions – Coordinator for the Division of Environmental Resources, Kevin McGuinness. *Motion to establish Kevin McGuinness as the Executive Director of the Rockland County Soil and Water Conservation District made by G. Wargo, L. Brissing seconded – unanimous.*
3. Approval of minutes: November 16<sup>th</sup> - *Motion to approve the minutes from November 16<sup>th</sup>, 2023 made by G. Wargo, B. Milone seconded – unanimous.*

4. Approve meeting dates for 2024: 2/8, 3/21, 4/18, 5/16, 6/20, 7/18, 8/15, 9/19, 10/17, 9/21, 12/19. *Motion to approve the 2024 meeting date schedule made by B. Milone, G. Wargo seconded.*

5. Financial Report:

- a. Treasurer’s report – On behalf of the treasurer, Larry Brissing, B. Rosamilia presented the following report:

Account Balances as of 01/11/2024

<b>Account</b>	<b>Balance</b>
SWCD checking account	\$569,833.23
Round 12 WQIP Grant (MS4 Mapping)	\$100.00
Round 15 WQIP Grant (MS4 Mapping)	\$2,876.30
<b>Total</b>	<b>\$572,809.53</b>

*Motion to accept the account balances made by F. Brinn, B. Milone seconded – unanimous.*

**SWCD Checking Account EXPENSES**

<b>Date</b>	<b>Check No.</b>	<b>Amount</b>	<b>Payable To</b>	<b>Description</b>
11/15/2023	1307	\$2,500.00	TEMBOO	Water quality research – Part C
11/20/2023	1311	\$1,224.86	Marcus Octaviano	Part C – Consultant Services
11/21/2023	1305	\$1,450.00	Ulster County SWCD	4 Hour ESC Control Trainer
11/21/2023	1310	\$26.93	Commissioner of Finance	Fuel charge for October
11/29/2023	1309	\$125.00	Rose Improvement	Part C – 4 HR ESC Refund
12/1/2023	Debit	\$141.12	Verizon Wireless	Part A – District Cell phones
12/4/2023	1306	\$132,100.00	Commissioner of Finance	SWCD Staff reimbursement for 2022
12/7/2023	1312	\$400.00	LJF Accounting	Part C – professional services
12/15/2023	1313	\$4,400.00	Commissioner of finance	Part B – RCSC corps members culvert project
1/2/2024	Debit	\$141.12	Verizon Wireless	District cell phones
1/8/2024	1314	\$400.00	LJF Accounting	Part C – Professional services

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**SWCD Checking Account DEPOSITS**

<b>Date</b>	<b>Check No.</b>	<b>Amount</b>	<b>Description</b>
11/15/2023	Analysis int	\$1,486.35	Interest earned on account
12/01/2023	Deposit	\$190.00	4 Hour ESC registrations
12/15/2023	Interest earned	\$1,441.33	Interest earned on account
1/9/2024	Deposit	\$6,000.00	Part B 2024 projects

**Round 12 WQIP Grant Account**

No recent activity

**Round 15 WQIP Grant Account**

No recent activity

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

**Payment Approval**

1. Dues to NACD in the amount of \$775.00. – *Motion to approve the dues in the amount of \$775.00 to NACD made by G. Wargo, F. Brinn seconded – unanimous.*
2. Dues to NY Association of Conservation Districts \$1,500.00 – *Motion to approve the dues in the amount of \$1,500 to the NY Association of Conservation Districts made by F. Brinn, G. Wargo seconded – unanimous.*
3. Additional dues to National Envirothon for 2024. – Board members discussed this and expressed needing more information. B. Rosamilia will provide a follow up. This may be voted on at the next meeting.
  - b. WQIP Updates - Jen Zunino-Smith
    - i. Request to transfer \$11,837.68 from the SWCD general account to the WQIP Round 15 account. *Motion to approve the transfer of \$11,837.68 from the SWCD general account to the Round 15 WQIP account made by F. Brinn, L. Brissing seconded – unanimous.*
    - ii. Request to write 4 municipal reimbursement checks from the Round 15 account.
      - a) Village of Upper Nyack: \$ 5,281.73
      - b) Village Wesley Hills: \$ 6,002.75
      - c) Village of Chestnut Ridge: \$ 527.50
      - d) Village of Montebello: \$ 236.50

*Motion to approve payments to the municipalities as listed made by F. Brinn, G. Wargo seconded – unanimous.*

c. Signatures needed- State Certification Form and State Aid voucher. Kevin McGuinness and Jim Dean signed the required forms.

d. New NYSDEC Stormwater Permit and Rockland County's requirement to complete stormwater conveyance mapping in 3 years. – J. Zunino-smith provided a summary of the new MS4 permit requirements.

6. New Business:

- a. New performance measures for 2024 – B. Rosamilia gave a summary of the changes to the performance measures for 2024. Board reviewed the following policies that are established by the County of Rockland.
  - i. Security Breach Policy
  - ii. Code of Ethics

***Motion to approve the Security Breach Policy and Code of Ethics as policies for the SWCD made by G. Wargo, F. Brinn seconded – unanimous.***

7. Old business:

- a. Additional Crowd Hydrology purchases for taller gauges – 4 gauges 3.33'-6.66' \$253.94. ***Motion to approve the purchase of additional stream gauges made by G. Wargo, B. Milone seconded.***

8. Presentation:

9. Public participation:

10. Upcoming events: Bird walk will be hosted on Friday, February 16<sup>th</sup> for the Great Backyard Bird Count at Mount Ivy County Park, starting at 10:00 am.

11. Next Meeting Date: February 8<sup>th</sup>, 2024 – to review and approve the State Aid Reports

12. Adjourn – ***Motion to adjourn made by B. Milone, F. Brinn seconded – unanimous.***

Meeting closed at 10:30 am.