



**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**

*Allan Beers, Executive Director*  
*Brianna Rosamilia, Conservation District  
 Technician*

**Minutes**

January 19<sup>th</sup>, 2023  
 9 am

**Attendees**

BOD Present: Jim Dean, Bob Milone, Fred Brinn, Larry Brissing, George Wargo  
 SWCD Staff: Allan Beers, Brianna Rosamilia, Eugene Bondar (County Attorney)  
 Public: Jennifer Zunino-Smith (Cornell Cooperative Extension Rockland County)

Meeting opened at 9:03 am.

1. Approval of Minutes: ***Motion to approve the November 2022 minutes made by G. Wargo, L. Brissing seconded – unanimous.***
2. Financial Report:
  - a. Treasurer Report – On behalf of the treasurer, Larry Brissing, A. Beers provided the financial report:

Account Balances as of 1/11/23

| <b>Account</b>                    | <b>Balance</b> |
|-----------------------------------|----------------|
| SWCD checking account             | \$526,103.21   |
| Round 12 WQIP Grant (MS4 Mapping) | \$100.00       |

|                                   |                     |
|-----------------------------------|---------------------|
| Round 15 WQIP Grant (MS4 Mapping) | \$1,953.43          |
| <b>Total</b>                      | <b>\$528,156.64</b> |

*Motion to approve 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>                     |
|-------------|------------------|---------------|-------------------------|--|
| 11/18/22    | 1245             | \$26.61       | Commissioner of Finance | Motor fuel - Part A 8730463            |
| 11/29/22    | 1246             | \$2,500.00    | Temboo                  | Temboo sensor project – Part C 8730460 |
| 12/1/22     | Debit            | \$141.16      | Verizon Wireless        | District cell phones - Part A 8730442  |
| 12/8/22     | 1247             | \$400.00      | LJF Accounting          | Professional services – Part C         |
| 1/3/23      | Debit            | \$140.98      | Verizon Wireless        | District cell phones - Part A 8730442  |
| 1/5/23      | 1248             | \$400.00      | LJF Accounting          | Professional services – Part C         |

**SWCD Checking Account DEPOSITS**

| <b>Date</b> | <b>Check No.</b> | <b>Amount</b> | <b>Description</b>                 |
|-------------|------------------|---------------|------------------------------------|
| 11/15/22    | Analysis Int.    | \$252.93      | Interest earned on account         |
| 12/14/22    | Deposit          | \$100.00      | Marist Panel honorarium            |
| 12/15/22    | NYS OSC ACH      | \$44,264.10   | NYS Deposit for WQIP Round 15      |
| 12/15/22    | Analysis Int.    | \$294.04      | Interest earned on account         |
| 12/30/22    | NYS OSC ACH      | \$5,000.00    | Eel project reimbursement for 2022 |
| 1/3/2023    | NYS OSC ACH      | \$6,000.00    | Part B                             |

**Round 12 WQIP Grant Account**

No recent activity

**Round 15 WQIP Grant Account**

| <b>Date</b> | <b>Check No.</b> | <b>Amount</b> | <b>Description</b>           |
|-------------|------------------|---------------|------------------------------|
| 11/21/2022  | 1018             | \$3,932.00    | H2M Architects & Engineering |

|            |      |             |                               |
|------------|------|-------------|-------------------------------|
| 11/23/2022 | 1019 | \$12,590.00 | Cornell Cooperative Extension |
|------------|------|-------------|-------------------------------|

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

- b. WQIP Updates – Jennifer Zunino-Smith
    - i. Request to transfer \$44,246.10 from the General Checking account into the Round 15 account. ***Motion to transfer \$44,246.10 from the SWCD general checking account to the Round 15 WQIP account made by L. Brissing, F. Brinn seconded. – unanimous.***
    - ii. Self Certification Form and State Aid Voucher- signatures needed – A. Beers and J. Dean signed the necessary forms to be submitted.
    - iii. Rockland County MS4 Mapping Grant- Extension request – The Stormwater Consortium voted to request a 2 year extension on the WQIP grant that is set to end in April 2023. The SWCD as the grant holder decided to request the 2 year extension from the DEC with the strong recommendation that the remaining grant funds are expended within 1 year. They want to encourage the municipalities to apply for these grants on their own the next time they are offered. ***Motion to request a 2 year extensions on the WQIP Round 15 grant with a letter that expresses a strong recommendation for the Stormwater Consortium to expend the funds in 1 year made by G. Wargo, B. Milone seconded – unanimous.***
    - iv. Jennifer Zunino-Smith will draft a letter to send to the DEC and the Stormwater Consortium outlining the requests. J. Dean agrees to use his stamp signature on the letter once it is drafted.
  - c. Allow Brianna Rosamilia access to online banking – ***Motion to allow Brianna Rosamilia to initiate banks transfers with SWCD treasurer for the SWCD accounts made by L. Brissing, F. Brinn seconded – unanimous.***
3. New business:
- a. Staff Reorganization – ***Motion to approve Brianna Rosamilia to the District Manager position made by G. Wargo, B. Milone seconded – unanimous.***
  - b. Hire a consultant to assist with community science and education programming. Consultant cannot work more than 1,299 hours in 2023 at \$26.92/hr. ***Motion to hire a temporary consultant to work on SWCD programs under the supervision of the District Manager made by G. Wargo, F. Brinn seconded – unanimous.***
  - c. 2023 meeting schedule – We will be starting the meetings at **9 am** this year.
    - i. 1/19, 2/9, 3/16, 4/20, 5/18, 6/15, 7/20, 8/17, 9/21, 10/19, 11/16, 12/21. ***Motion to approve the meeting schedule for 2023 made by B. Milone, G. Wargo seconded - unanimous.***
4. Old Business:
- a. Crowd Hydrology pilot project – cost per station is between \$60-\$150. Station to be installed by the municipality, SWCD can cover the cost of the station. J. Dean would like to order 10 units. Other board members will get order information in as needed throughout the year. ***Motion to approve payment and work on Crowd Hydrology project for 2023 made by G. Wargo, F. Brinn seconded – unanimous.***

- b. Update on performance measures – B. Rosamilia let the board members know that in 2023, performance measures are returning to pre-pandemic expectations. B. Rosamilia will circulate information to board members on what they need to do to meet the measurers.
  - c. Dog waste bag and station purchase – \$3,000 budgeted for purchases. Please submit request. We have 11 cases of bags and 0 dispensers. Board members will submit orders. ***Motion to approve the purchase of supplies not to exceed \$3,000 made by F. Brinn, L. Brissing seconded – unanimous.***
5. Upcoming events: Town of Orangetown is planning an open house in May 2023. Jim Dean will circulate the date once it's selected. Town of Haverstraw hosts an open house in October 2023.
6. Public participation:
7. Next meeting date: February 9<sup>th</sup>, 2023 to approve State Aid Reports that are due by 2/15.
8. Adjourn – ***Motion to adjourn the meeting made by G. Wargo.***

**Meeting closed at 10:01 am.**

*Respectfully submitted by Brianna Rosamilia*