



**HERKIMER COUNTY SOIL & WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING
USDA Service Center, 5653 State Route 5, Herkimer, NY 13350
Regular Meeting: April 14, 2020 at 5:00 p.m. via teleconference**

I. Attendance

A. Directors Present: Farm Bureau Director Bernie Peplinski; Legislator Pete Campione; Director at Large Linda Coffin; Legislator Fred Shaw; Grange Director Mitch Hooker

B. Directors Absent/Excused: None

C. SWCD Staff Present: Gerry Smithson, District Manager; Julie Panko, Secretary-Treasurer

D. SWCD Staff Excused: Katie Whitcomb, NRCT; Bob Tilbe, Conservation Aide; Tyler Kelley, SWRC

II. Call to Order: The meeting was called to order by Chairman Peplinski at 5:00 p.m.

*** Unless otherwise noted, votes on motions were unanimous.**

III. Approve Minutes of March 17, 2020 meeting: Moved by Vice Chairwoman Coffin, second by Legislator Campione accepting the minutes as written. Motion carried.

IV. Cooperating Agencies

A. NYSSWCC: Written report provided by Scott Fickbohm (Appendix 1)

B. CCE: Written report provided by Garet Livermore (Appendix 2)

C. NRCS: Written report provided by Abby Gulseth (Appendix 3)

V. Treasurer's Report:

A. Financial Reports for March 2020:

Moved by Vice Chairwoman Coffin, second by Director Hooker to approve the financial reports. (Appendix 4) Motion carried.

B. Abstract #4-20, vouchers # 63-82:

Moved by Legislator Campione, second by Chairman Peplinski to approve Abstract. Votes for: Legislator Shaw, Legislator Campione, Director Hooker.

Abstained (Could not view abstract prior to vote): Vice Chairwoman Coffin, Chairman Peplinski. Motion carried. (Appendix 5)

C. Time sheets for 2020 pay periods #6 & 7

Motion: Moved by Vice Chairwoman Coffin, second by Director Hooker to have G. Smithson approve time sheets and have them signed by Chairman Peplinski at later date. Motion carried.

D. Bank reconciliations for March 2020:

Tabled until Vice Chairwoman Coffin is able to review in person.

VI. District Employees Reports:

A. Katie Whitcomb, Natural Resource Conservation Technician- written report. (Appendix 6)

B. Bob Tilbe, Conservation Aide- written report. (Appendix 7)

C. Tyler Kelley, Soil and Water Resource Conservationist- written report. (Appendix 8)

D. Gerry Smithson, District Manager- reviewed written report. (Appendix 9)

1. Tree Program:

a) Approval to pay for trees prior to May meeting

Motion: Moved by Vice Chairwoman Coffin, second by Chairman Peplinski to approve payment prior to next meeting. Motion carried.

b) Donations

Motion: Moved by Chairman Peplinski, second by Legislator Shaw to donate trees or gift cards as thank you to volunteers helping with the tree program. Motion carried.

c) Provide lunch during tree packing and handout

Motion: Moved by Vice Chairwoman Coffin, second by Legislator Campione to buy lunch for staff and volunteers during tree packing and handout. Motion carried.

E. Landowners Assisted for March 2020- provided for review (Appendix 10)

VII. Old Business:

A. NRCS Memorandum of Agreement: Tabled for further discussion

B. Fireproof filing cabinet: cabinet has been delivered; payment is on Abstract 4-20

VIII. None

IX. Correspondence: None

X. Next Meeting Date: The next regular meeting of the SWCD Board of Directors will be held on May 12, 2020 at 5:00 p.m. by conference call. Call information will be provided on the May agenda.

XI. Meeting Adjourned by Chairman Peplinski at 5:30 p.m.

Julie Panko, Secretary-Treasurer
April 21, 2020

Bernie Peplinski, Chairman
May 12, 2020

Appendix 1:	NYSSWCC Report
Appendix 2:	CCE Report
Appendix 3:	NRCS Report
Appendix 4:	March 2020 Financial Reports
Appendix 5:	Abstract 4-20
Appendix 6:	NRCT Report
Appendix 7:	Conservation Aide Report
Appendix 8:	SWRC Report
Appendix 9:	District Manager's Report
Appendix 10:	Landowners Assisted- March 2020