

## Minutes

### Regular Meeting of the Board of Directors - Tompkins County SWCD February 8, 2021 Via Microsoft Teams

Present: Aaron Ristow, Alan Teeter, Deborah Dawson, David McKenna, Callan Space (Directors)  
Staff: Jon Negley, Kym Jackson, Paul Gier, Angel Hinickle

A Ristow, Chairman, called the meeting to order at 11:07am. A quorum was present.

There were no additions or changes to the agenda.

D. Dawson moved to approve the December 14, 2020 Regular Board Meeting Minutes. A. Ristow seconded. No discussion. All in favor. (D. McKenna offline) Carried.

D. McKenna joined the meeting at 11:10am via teleconference due to technical difficulties. A. Ristow moved to approve the January 11, 2021 Organizational Board Meeting Minutes. C. Space seconded. No discussion. All in favor. Carried.

#### Agency Reports

NYS SWCC February Report – J. Negley reviewed the report. J. Negley will send out an agenda to the Board Members for the SWCC meeting on Tuesday. He also reminded the Board of the upcoming Water Quality Symposium and if they would like to attend to let him or K. Jackson know.

J. Doty and E. Kurtz were not present to give their reports.

#### Financial Report

A. Ristow moved to approve the financial reports for January as presented. D. McKenna seconded. J. Negley noted that changing the annual advance from the County into a revolving line of credit was not supported by the County and the advance would continue to have to be requested each year. It is a possibility that it could be secured for a longer term, however. J. Negley will follow up with the County. No discussion. All in favor. Carried.

#### Vouchers

D. Dawson moved to approve the February vouchers as presented. A. Teeter seconded. J. Negley reviewed the vouchers and noted the District is closing out projects and funds used to do so will be replenished as soon as possible. No discussion. All in favor. Carried.

D. Dawson moved to approve the purchase off a new laptop through the County IT Department. C. Space seconded. No discussion. All in favor. Carried.

#### Staff Reports

A. Hogan announced she would be leaving the District and her last day will be February 11<sup>th</sup>. She thanked the Board for her hiring at the District and for her time here.

K. Jackson also announced she would be leaving the District and her last day will be February 19<sup>th</sup>. She also thanked the Board for their support of the District.

P. Gier reviewed the projects he is working on and they are all proceeding well. The Carey, Houston, and Cook farm projects will be starting soon.

A. Hinickle did not have a microphone on the computer she was using and therefore could not provide a report.

#### Cooperator Agreements

None.

Old Business

RESOLUTION 2021-16 – Approval of Tompkins County SWCD Public Health Emergency Operation Plan. D. Dawson made the motion to approve. A. Ristow seconded. It was proposed that the wording on page 8 in the document be changed from “critical” to “mission essential”. J. Negley will update the document. All in favor with the amendment. Carried.

New Business

RESOLUTION 2021-17 – Approval of submission to NYS Ag and Markets the Annual Report of the Treasurer, State Aid (Part A, Part B, Part C), Annual Activity Report and Hourly Rates for Grants reports for 2020. A. Ristow made the motion to approve. D. McKenna seconded. J. Negley noted the Treasurer’s Report has been completed except for one page as the District needs adjusting journals from the accountants in order to finalize it. An extension letter has been created and needs to be signed by the Treasurer, D. McKenna by Friday. The Annual Report is also just about complete but is not tied to any funding so J. Negley will email the Board with the final report before the end of the week. The Board discussed the State Budget and EPF allocation. All in favor. Carried.

Executive Session

The Board moved to enter Executive Session at 11:45am. All staff departed the meeting.

The meeting adjourned at 12:23pm. Carried.

The next Regular Board Meeting is scheduled for March 8, 2021 at 11:00am.

Respectfully Submitted:

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Kym Jackson, Secretary

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Aaron Ristow, BOD Chairman