

**District Board of Directors
Meeting Minutes
November 16, 2022**

1. Call to order: Chair David Coon called the meeting to order at 7:06 pm
2. Roll Call: Present: David Coon, Chair; Sandy Washburn, Vice-Chair, Tim Bontecou, Treasurer; Dave Koehler; Michael Lawrence
Others Present: Brian Scoralick, Executive Director; Meghan Lane, Secretary
3. Public Comments: None
4. Approval of previous month's meeting minutes: David Koehler made the motion to accept the October 26, 2022 minutes as presented. Tim Bontecou seconded. Motion Carried.
5. Treasurer's Report: A motion was made by Michael Lawrence to approve the Treasurer's Report as presented. Seconded by Sandy Washburn. Motion Carried.
6. Bills: A motion was made by Tim Bontecou to pay the District Bills. Michael Lawrence seconded. Motion Carried.
7. Correspondence: None received this month.
8. Reports: Executive Director's Report:

Hydroseeding – additional 1.25 acres; Tree Program/Buffers - 4 additional sites; Upcoming ESC docs; Spill Kit distributions.
9. New Business:
 - a. NYSLRS Payment: Sandy Washburn made the motion to approve the early payment of \$29,441.00. Tim Bontecou seconded. Motion carried.
 - b. Statewide District Managers Meeting: Tim Bontecou made the motion to approve the travel expenses of Brian Scoralick, Executive Director, and Meghan Lane, Secretary/Office Manager, in Syracuse, on Dec 13 and 14, 2022. Michael Lawrence seconded. Motion granted.

Board of Directors

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- c. Soil Health: Tim Bontecou made the motion to approve payment for the purchase of a Rainfall Simulator Kit in the amount of \$929 plus shipping (estimated \$100). Sandy Washburn seconded. Motion carried.
- d. EPO Co-Payment 220 Gold: 2023 CDPHP Health Insurance Selection: Tim Bontecou made the motion to approve the renewal of the insurance coverage as presented. David Koehler seconded. Motion carried.
- e. FLEX Spending Plan Agreement: Tim Bontecou made the motion to approve payment of the \$500 annual management fee for the Health Reimbursement Account as presented. Sandy Washburn seconded. Motion carried.
- f. 2023 Health Reimbursement Agreement (HRA) Contributions: Tim Bontecou made the motion to approve the HRA Contributions: \$350 – individual; \$700 – family plan; for eligible employees who receive health insurance from the District. Michael Lawrence seconded. Motion carried.
- g. Staff apparel: Tim Bontecou made the motion to approve payment in the amount of \$810, for the purchase of District apparel for the staff. Sandy Washburn seconded. Motion carried.
- h. Air purifier: Sandy Washburn made the motion to approve payment, not to exceed \$750, for the purchase of air purifiers for the SWCD office. Tim Bontecou seconded. Motion carried.
- i. Sexual Harassment Training: The annual training was given by Brian Scoralick, Executive Director, to those in attendance.

10. Next Meeting Date: December 21, 2022 at 7:00pm.

11. Adjournment: David Koehler made the motion to adjourn the meeting at 7:47pm. Michael Lawrence seconded. Motion Carried.

Board of Directors

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Gregg Pulver	David Koehler	Michael Lawrence
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