

**SPECIAL BOARD MEETING MINUTES
ULSTER COUNTY SOIL & WATER CONSERVATION DISTRICT
5 PARK LANE
HIGHLAND, NY 12528
November 14, 2025**

1. OPENING MEETING - The **MEETING** was **CALLED TO ORDER** by Chairman L. Tantillo at 9:02 AM. Directors Present: L. Tantillo, F. Wilklow, H. Litts, S. Van Nostrand, B. Davenport and K. Nolan (joined remotely from 5321 Route 28, Mount Tremper, NY 12457). SWCD Staff in attendance: J. Wedemeyer - Executive Director, C. DeGroodt - Program Assistant and M. Garfinkle - Ashokan Stream Project Manager.

2. NEW BUSINESS

a) Hollow Tree Brook Contract for Engineering and Design Services with Stantec, Inc. – The District would like to enter into a contract with Stantec and have them complete an engineering design for the Hollow Tree Brook Stream Restoration Project. Their proposal is for \$190,000.00, which is \$20,000.00 less than what SLR proposed. Because of this, a stop work order was issued to SLR Engineering. The current contract with them ends March 31, 2026. The Board asked how much has already been paid to SLR. Wedemeyer responded \$210,000.00. Data gathered by SLR has already been given to Stantec Consulting Services. Stantec's engineer said that they can do grade controls that are not as invasive for a third of the cost of what SLR was going to charge. So, we will pay more on engineering, but less on project costs. Garfinkle stated that we have concurrence with DEP that this is the most efficient way to move forward so that we stay on task with meeting the deliverables that we've committed to. Stantec has committed to an aggressive timeline to accommodate us. Garfinkle said that if we can make the decision today for Wedemeyer to be the signatory on the final contract, within the next week we should stay on track and could break ground in 2026. There was a brief discussion regarding letting the SLR contract expire in March versus cancelling it immediately. Litts expressed concern that SLR will continue to submit invoices. Wedemeyer assured him that no additional invoicing will take place since the stop work order also states that no additional work or billing will occur. Wedemeyer, Garfinkle and the DEP agreed to letting the SLR contract expire, and since the DEP is funding the contract, after discussion the Board agreed as well. **2025-11-1 Tantillo made the Motion to approve the District entering into a contract with Stantec Consulting Services, Inc. and for the Executive Director to sign the Ulster County Soil & Water Conservation District and Stantec Consulting Services, Inc. contract for the Design for Hollow Tree Brook Restoration at HTB-BEMS-01 in the Town of Hunter in Greene County, New York, Davenport seconded. All in favor.**

b) Hiring/Backfilling Positions – The District received many resumes for the vacant technician position, several of which really stood out. Wedemeyer and Hernsdorf will review the District Technician resumes and schedule zoom interviews. Garfinkle added that he also received a lot of resumes for the vacant Stream Technician position in the Ashokan office. Litts said that the District can vet applicants but he wants the top three for each position interviewed by the Board, Nolan agreed. Discussion followed. Garfinkle mentioned that the average time given for one interview is one hour and that the application period for the Stream Technician position closes at the end of business day today. Garfinkle already notified the top applicants for the Stream Technician position that the District will be starting preliminary virtual interviews in early December. Directors requested that the top three resumes for both positions be sent to them prior to Board interviews. The Board would like to schedule interviews the day of the next Board meeting, November 26th. Wedemeyer suggested a different day to do interviews, as it's the day before Thanksgiving and a lot of people are away for the holiday.

3. OLD BUSINESS – None.

4. ADJOURNMENT

2025-11-2 A Motion was made by Litts to Adjourn the Meeting at 9:26 AM, seconded by Van Nostrand. All in favor.

Respectfully Submitted,

Christine DeGroodt
Program Assistant