

FRANKLIN COUNTY SOIL & WATER CONSERVATION DISTRICT DIRECTORS' MEETING

Regular Meeting – Tuesday, February 22, 2016 at 10am

Ag Service Center, Malone, NY

Directors:

Bill Wood, Dave Dunn
Carl Sherwin, Ralph Child

Staff:

Chastity Miller
Karen Armstrong
Kristin Ballou

Other Agencies:

Matt Powers-NRCS

Meeting began at 10:08am-Quorum present. Called to order by Bill Wood

- 1.) Approval of board meeting minutes December 22, 2015 and January 26, 2016. 1st C. Sherwin, 2nd R. Child; all in favor-carried
- 2.) Financial Reports:
 - a.) Financial Reports were reviewed and **approved** 1st C. Sherwin, 2nd R. Child; all in favor-carried.
 - b.) Abstract and Vouchers were reviewed and **approved** 1st C. Sherwin 2nd D. Dunn, all in favor-carried.
 - c.) Permission to transfer \$146.28 from Reg. Chk to T/A account for monthly employee retirement, \$1,500.00 from Reg. Chk to Retirement savings, \$100 from WQCC to NARE and \$148.36 from NARE to Chk **Approved** 1st R. Child, 2nd C. Sherwin; all in favor- carried.
- 3.) Reports
 - FSA: NAP deadline is March 15th
 - Farm Storage Facility Loans: February- 7 yrs. 2.00%, 10 yrs. 2.125% and 12 yrs. 2.25%
 - Marketing Assistance Loans: Deadlines are March 31st and May 31st depending on the commodity. February interest rate is 1.625%
 - General CRP: signs up to end February 26, 2016
 - Matt: FY2016 WRE application deadline- Friday 19, 2016. 2 applications for WRE easements have been submitted for funding.
 - FY2016 Ranking Deadline- Friday 19, 2016. All FY2016 EQIP and RCPP applications ranked and prioritized.
 - Peer Review for Livestock General funding pool is Feb 22, 2016.
 - Pre-approvals to be announced March 11, 2016.
 - Ag & Markets: Water Quality Symposium is March 15-18th in Syracuse NY
 - Ag NPS Rd 22 was released and is due by April 1, 2016, webinar in a few weeks.
 - State reports were due Feb 15.
 - Kristin: AEM: Finished Tier 2 write ups
 - Working on 4 applications for Ag NPS Rd 22 funding
 - Planning on beginning to work on Tier 3 Plans for AEM
 - Plan on attending Water Quality Symposium and all the workshops the District will be holding in the upcoming month.
 - Will continue with RCPP process in collaboration with NRCS
 - Karen: Completed 2015 year end reporting, all submitted on time.
 - Audit was completed for 2015 with David Dunn and Tom Derouchie on Feb 21st.
 - Completed monthly taxes and reports
 - Began to receive tree sale orders and will continue to do so. Entering them into quickbooks and an excel tracking system
 - Plan to assist with upcoming workshops
 - Investigating printer options for the office.
- 4.) District Managers Report:
 - AG NPS RD 18: Continuing to collect necessary paperwork to begin to close out the grant.

- AG NPS RD 19: One landowner is complete other is in the middle of construction, on hold due to weather
- AG NPS RD 20: Landowner is working on engineering
- AG NPS RD 22: Working on 4 applications that will be due April 1st
- Submitted application for another round of funding for an Arbor Day event
- Hydroseeding CFA: Have completed all necessary paperwork and looks to be in good order. Have been talking to county about assisting with the implementation.
- ATV: Over 58 signed easements with a total of 6,500 acres.
- Will begin planning on what to do with Bill King memorial park. Kristin has done a survey of the park to see what should be done with it
- Attended a multi-agency meeting with Mountain View and Indian Lake
- Assisting the Malone Rec. Park to apply for a grant to do sampling for the anticipated drudging project.

5.) Correspondents: SeedWay, Hartmanns plant Company, Payroll law, SkillPath, Schumacher's Nursery, Aquacide Company, Saratoga Tree Nursery, Blackburn Mfg. Co, Cornell Local Roads Program, ESRI News, Forestry Notes, Erie County SWCD, National Watershed Coalition, Franklin County Farm Bureau, Clear Waters, ARCUsers, Land and Water, NYACD Legislative Days and NYS S&W Conservation Committee

6.) New Business

- Printer: The current printer that was bought in May 2010 is in need of replacement parts. Replacement of this printer would be the most cost effective for the District. After doing research, there are leasing companies that would be able to lease the District a printer and for a monthly fee, service the printer including ink and parts. After discussion, the board would like Karen to research a couple other options that are out there. Carl is going to ask the county manager about the contract they just entered into for printing.
- Tree Sale: Karen requested \$200.00 to be used for advertising of the 2016 tree sale. **1st R. Child 2nd D. Dunn; All in favor Carried**
- Intern: A discussion on the benefit of employing a summer intern deemed it beneficial for the district to hire one at \$10.00-\$12.00 per hour. **1st C. Sherwin 2nd R. Child all in favor carried**
- Memorandum of Understanding between Essex County Soil and Water Conservation District and Franklin County Soil and Water Conservation District was discussed. **approved 1st C. Sherwin, 2nd R. Child; all in favor-carried.**
- A resolution for Ag NPS rd 22 was discussed. **Approved 1st C. Sherwin, 2nd David D; all in favor carried.**
- If the District were to hire a new technician, there would need to be another position created since you cannot have 2 District Technicians. Franklin County civil service has a woodland foreman position already in existence according to Human Resources. Chastity is working with the County Human Resources Director on if this position will be acceptable to fill if revised. The District has made significant revisions to this position description, and sent it to Human Resources for discussion and provided a copy of District Law for the Human Resource Department to utilize to ensure all is being followed. The Title of the position will be able to be changed in 18 months, however if it is accepted the District could utilize this description to hire.
- Ag. Districts: There is not a clear understanding of what agency is responsible for the duties involved is ag districts. It is at the discretion of the County legislatures. C. Sherwin suggests that a meeting be called to figure it all out.

7.) Old Business

-NYACD: A letter is being formed to send to NYACD. The response to this letter will help the board decide if the District will pay yearly dues. Chastity hopes to have the letter completed by the next board meeting.

Next meeting will be on February 23, 2015 @ 10:30am at the Ag Service Center.

Meeting Adjourned at 11:37am **1st D. Dunn 2nd C. Sherwin, all in favor-carried**

Respectfully,

Karen Armstrong/ Chastity Miller
Secretary/ District Manager

A handwritten signature in black ink, appearing to read "K.A. Miller" or similar, written in a cursive style.