

FRANKLIN COUNTY SOIL & WATER CONSERVATION DISTRICT DIRECTORS' MEETING

Regular Meeting – Tuesday, October 29, 2019 at 7:00 p.m.

Ag Service Center, Malone, NY

Directors:

Bill Wood
Ralph Child
Carl Sherwin
Paul Lauzon
Thomas Derouchie

Staff:

Chastity Miller
Donna Wright
Kristin Ballou
Allycia Leach

Meeting began at 7:29 p.m. - Quorum present. Meeting called to order by Bill Wood.

1. Approval of board meeting minutes of July 23, 2019
1st C. Sherwin, 2nd P. Lauzon, all in favor, **carried**.
2. Approval of board meeting minutes of September 10, 2019
1st P. Lauzon, 2nd T. Derouchie, all in favor, **carried**.
3. Approval of special board meeting minutes of September 18, 2019
1st P. Lauzon, 2nd T. Derouchie, all in favor, **carried**.

4. Financial Reports:

- o Financial Reports were reviewed and approved
1st C. Sherwin, 2nd P. Lauzon; all in favor, **carried**.
- o Abstract and Vouchers were reviewed and approved
1st P. Lauzon, 2nd R. Child, all in favor, **carried**.
 - o Requested permission to transfer: \$234.70 from regular checking to T/A account for monthly employee retirement for (October), \$1,500.00 from regular checking to retirement savings (October), \$200.00 from checking to no-till (October).
1st C. Sherwin, 2nd R. Child, all in favor, **carried**.

5. Reports

NRCS –

- o FY 2019 EQUIP All Franklin County contracts have been obligated for a total of \$209,000.
- o FY 2020 EQIP: Application deadline was 7/19/19 with 9 Wildlife, 5 High Tunnels, 3 Forestry, 2 CAP FMP, 2 Grazing, 1 Grassland, 1 Irrigation and 1 Farmstead applications were received. Obligation Deadline has been set for June 2020.
- o EQIP: Silage leachate project in Bombay is complete and payments have been issued.
- o WRE: Restoration complete for 1 easement. Partial restoration is complete for 2nd easement. Restoration will continue next construction season.
- o Food Security Act: No backlog at this time

FSA –

- o Non-insured Crop Disaster Assistance Program (NAP): Deadline is 11/20/19 to obtain crop coverage on apples, pears, plums, peaches, cherries, grapes, strawberries, blueberries, raspberries, etc. for the 2020 growing season. Maple Sap and honey coverage for 2020 can be purchased until 12/2/19.
- o 2019 Market Facilitation Program (MFP): Signups continues until 12/6/19 for eligible commodities to include, but not limited to dairy, hogs, corn, soybeans, alfalfa, rye, cranberries, grapes.
- o 2019 Dairy Margin Coverage Program (DMC): Sign up is underway and goes through 12/13/19.
- o 2019 & 2020 Agricultural Risk Loss Coverage (ARC) Price Loss Coverage (PLC): Enrollment began on 10/7/19. The program pays on base acres and payments are triggered (or not) based on national market prices and/or national market prices and county yields depending on the program option selected.
- o Price Support Interest Rates (October 2019) were given.
 - o Farm Loan Program Interest Rates (October 2019) were given.

Aq and Markets-

- NRCS MOU – NYSWCD were contacted by USDA NRCS regarding the adoption of a Local-level MOA to document to cooperative relationship between the partners and provide a “road map” to building new relationships and strengthening existing ones. NRCS and SWCD offices are asked to discuss the MOA at upcoming SWCD Board meetings. Please review the material provided to you.
- SWCC Meeting: meeting held on October 28-29th in Penn Yann, NY.
- Funding for Irrigation Training – up to \$1,000 available to any district who attended Irrigation Training at SUNY Cobleskill this summer. Funding is on a first come basis.
- 2020 Annual Plan of Work (APOW) –. Deadline for submitting is 11/1/19.
- State Aid to Districts:
 - 2020 Part B Conservation Project Financial Assistance - Due 11/1/19, along with a signed hard copy of the Claim for Payment form. Funds will be dispersed in December 2019 and projects are to be completed by 12/31/2020.
 - 2019 Part B Performance Measures - Make sure your District is fulfilling obligations for meetings, training, training plans, etc., to be able to earn all the funds that will be available.
- AEM Base Round 16: –AEM Action Plans for the two-year AEM Base Round 16 Program are due by 11/1/19.
- Other Events:
 - NYACD Annual Meeting - 10/22-10/24/19 at the Hampton Inn located in Cazenovia, NY
 - 2019 Northeast Cover Crops Council Annual Meeting - 11/7 & 11/8/19 in Hyattsville, MD.
 - 2019 Northeast Regional Certified Crop Advisor (CCA) Training– 12/3-12/5/19 DoubleTree Hotel, Syracuse, NY

Allycia:

AEM:

- Tier 1
 - 1 Mailed back
- Tier 3a
 - Currently working on a Silvopasture grazing plan, started checking Cover Crops and writing Cover Crop plans
 - Finished 2 Silvopasture plans
 - Working on Irrigation plans
- CAFO
 - Construction Visits
 - Took photos at Ooms
 - Closed out Sunset with Ryan and Chas
- AEM YR 16
 - Annual Action Plan (AAP) Due November 1st
 - Becoming a 2-year program (Jan 1, 2020 – Dec 31, 2021)
 - Maxing out at \$129,712.00, which is equal to 2,948 hours of AEM time
- AEM Yr. 16 Grant:
 - 4 applications have been submitted
 - All together they max out the \$100,000
 - 3 prescribed grazing and 1 Pathogen Management

NYS Grown & Certified: met with producers for close outs

Conservation in the Community: Brushton FFA Dinner 10/2, met with State FFA members and advisor to speak about what SW has done to help FFA chapter/school

Training/Workshop: Greenhouse Workshop Part 2, 10/24 12:30 to 4:00 p.m. in Bangor

EEF calls

NAACC: Culvert surveying with Kristin

Next Month

AEM:

- Hopefully get calls back on site visits
- Finishing up AAP for Yr. 16
- Get Yr. 16 grants approved at state level
- Award applicants
- Finish conservation plans

Conservation in the Community – Potsdam Presentation 11/25

Training/Workshop: Division Meeting 11/58

Culvert Surveying with Kristin

Kristin:

- AEM
 - Working on Forest Conservation Plans
- Meetings/Trainings/Events
 - Con Skills
 - EAB TF
 - FA Envirothon Team
 - NYS Fair
 - Planning con skills and symposium classes
- Part B – 4 Forest Management Plans – 2 plans complete, 2 other inventories complete working on plans
- Part C - 2019 projects – Proposals approved, working on schools that did not respond
 - School Funding Program \$15,000 (\$1,500/school)
 - ADK Education – Arbor Day Plantings and supplies (complete)
 - Brushton – Maple equipment (complete)
 - Chateaugay – not participating
 - Freedom School – No response
 - Malone Central – Composting
 - P-Tech Malone – No response
 - Salmon River – Generator for Maple Operation (complete)
 - Saranac Lake – Tiered Garden and gardening supplies (complete)
 - St. Regis Falls – Raised beds/Composting
 - Tupper Lake – Macroinvertebrate sampling equipment and supplies (complete)
 - Invasive Species \$10,000 – Japanese knotweed inventory in Tupper Lake and Saranac Lake and EAB Monitoring and surveillance
 - Sentinel trees will be evaluated in December
 - River Sampling (previously Part B) \$7,000 – spring and fall sampling
 - Conservation in the Community \$14,000
 - Continuing to meet with landowners regarding forestry practice options, water kits, id books
 - 30 at home kits for Malone Middle School
 - Education (Workshops) \$10,000 (High Tunnel, Invasive Species)
 - Chainsaw safety for highway departments
 - Rent and Utilities \$16,000
 - Soil Health – 319.2 acres planted
- Sea Grant NAACC Grant 2019 – Waiting on signed contract, 260 assessments complete 73 more to go (all in town of Chateaugay). Submitted quarterly report with invoice for \$9,878.75
- WQIP Round 12 – complete (Chas is working on closeout)

Next Month – Division Meeting 11/5/19, CDEA Meeting 11/6/19, EAB Task Force 11/15/19, CWICNY 11/21/19, Forest Management Plan reviews with landowners, timber inventories and marking, culvert assessments and report

Donna:

Weekly: Payroll and Deferred Compensation are submitted.

Monthly: NYS Taxes, NYS Retirement, Federal Taxes, board meeting notice, minutes from last meeting, reconciliation of bank accounts and preparation of Quick Book reports.

Quarterly: NYS Quarterly Report, Federal Quarterly Report, Worker's Compensation Report,

Yearly: Pay Disability Insurance in August, complete Excellus Annual Group Report by September, and I will be learning all the yearend reports as they are due.

September/October:

- Working on signs for our Pollinator Garden in front of our building.
- Continually add addresses to our files/Quickbooks of customer to include: addresses, emails and telephone numbers.
- Assisted customers who come into our office.
- Answered the main phone line, assisting people to the best of my ability or forward the call to the proper person who can assist them.
- Continually assist Chastity, Kristin and Allycia, whenever possible.
- Assisted Allycia putting together some folders for her AEM workshop.
- Make bank deposits, when needed.
- Receipt in money received from customers through Quickbooks.
- Continually prepare for our next Board meeting
- Updating the Secretary Manual on a continual basis.
- Attended a NYS Retirement seminar in Plattsburgh, 10/3/19
- Attended NYACD seminar in Cazenovia with Chas and Tommy.:
- Completed required monthly reports for the month of September
- Prepared for our board meeting on Tuesday, October 29th
- Gathered water samples with Allycia

Next month,

- I plan to assist Chas with the SLRWP program.
- At some point, I do plan on becoming a Notary Public.
- I plan to contact local schools to participate in 2020 Arbor Day Poster & Artwork Contest.
- Plan to attend the 2019 Division Meeting in Warrensburg on November 5th.
- Assist with Culvert Surveying, if needed.

6. District Managers Report:

Agricultural Non-Point Source Grants

- Ag NPS Rd - Landowner contracts complete and both have been in contact with engineers.
- Ag NPS Rd 25 – we submitted 4 applications. Hoping to hear by end of October.

CAFO Manure Storage Grants Round 1

- CAFO: 33 – Constable- Under construction
- CAFO 35 - Chateaugay –Engineering and planning.
- CAFO 34 – Burke – Closed out.

CAFO Manure Storage Grants Round 3

- Round 3 - Just received the paperwork for the contract from the state, getting it back signed.

CFA

- WGIP- Hydroseeding (Chas)
- WQIP Planning – Culvert Assessments & RRAMP (Kristin)
More than likely, we will not hear on these until December.

AG Land Protection

- Recommendations for Ag District were approved and we are now going to work on an application to update the strategy.

Other

- WQCC – Successful meeting on August 21st and on October 16th.
- WSIP Round 12 Hydroseeding Grant – working on paperwork to close it out by next month.
- ATV Easements – slowing down on easements and planning. Next meeting scheduled for 11/5 at 6p.m.

- I attended meeting with the Town of Malone and Brookfield Power and the focus of that meeting was to get permission to work within the area behind the McComb Dam, which Brookfield Power has the rights to. All involved are going to work together to work out solutions to the flooding issues.
- St. Lawrence Watershed Restoration plan – going slowly. We are working with a consultant who has drafted a preliminary assessment of the watershed. The Watershed Advisory Committee will be meeting in early November to review the document and the public process of the meetings.

7. **Correspondences:** 3 Grassroots, NYACD letter, CAFO WSTSP Rd 1 letter, cc of letter sent to Grange, Adk Action Newsletter, Adk Action Fall Newsletter, Fr. Cty. Farm Bureau Newsletter, Genesee Cty SWCD Newsletter, Orleans Cty SWCD Newsletter, ARC Newsletter Fall 2019

8. **New Business:**

- Franklin County SWCD Annual Plan of Work – discussed and approved
1st C. Sherwin, 2nd P. Lauzon, all in favor, **carried**.
- Cell Phone Policy – Chastity introduced new Cell Phone Policy reimbursing all staff \$35 monthly for cell phone usage. Discussed and approved
1st C. Sherwin, 2nd R. Child, all in favor, **carried**.
- CCA Training - Chastity requested up to \$1,000 for Allycia to attend a Certified Crop Advisor Trg in December
1st P. Lauzon, 2nd C. Sherwin, all in favor, **carried**.
- Tree Sale 2020 – Chastity requested up to 25% (\$4,000) to pay towards upcoming Tree Sale invoice
1st C. Sherwin, 2nd R. Child, all in favor, **carried**.
- District Clothing – Chastity requested \$1,000 towards District staff and board member clothing
1st P. Lauzon, 2nd T. Derouchie, all in favor, **carried**.
- New AEM Accounts – Chastity requested approval to open 2 new Ag Non-Point Rd 24 bank accounts for Oaks and Stargo
1st C. Sherwin, R. Child, all in favor, carried
- CAFO 3 Papa's Dairy – Chastity requested approval to open a CAFO bank account for Papa's Dairy
1st R. Child, 2nd C. Sherwin, all in favor, **carried**.
- Chastity requested \$96,250 checking account to CAFO 3 once received.
1st C. Sherwin, 2nd R. Child, all in favor, **carried**.
- Chastity requested \$104,250 checking account to Ag Non-Point Rd 24 16-1 once received.
1st C. Sherwin, 2nd R. Child, all in favor, **carried**.
- Chastity requested \$113,123.75 checking account to Ag Non-Point Rd 24-16-2 once received.
1st T. Derouchie, 2nd C. Sherwin, all in favor, **carried**.
- Erosion/Sediment Class – Chastity requested \$300 to Clinton County SWCD for their assistance and snacks.
1st C. Sherwin, 2nd R. Child, all in favor, **carried**.
- Fall Cover Crop Part C – Chastity requested \$1,400 for up to 48 acres for Poppydale Dairy
1st P. Lauzon, 2nd T. Derouchie, all in favor, **carried**.
- David Dunn – Chastity requested a discussion about a luncheon/gift for David. After discussion, Chas will contact David regarding best day for him to come in for recognition of 20 years serving on the board. Board approved up to \$500 for a luncheon/gift.
1st C. Sherwin, 2nd P. Sherwin, all in favor, **carried**.
- 2020 Budget & Part C – Chastity reviewed and discussed with the board, then board approved.
1st C. Sherwin, 2nd P. Lauzon, all in favor, **carried**.
 - Part of 2020 Budget – Additional Staff member to be hired by January 2020. With discussion of advertising cost approved in the amount of \$700.
1st C. Sherwin, 2nd R. Child, all in favor, **carried**.
 - Change Secretary to the Board from a Part-time position of 24 hours per week to a full-time position of 40 hours per week effective 11/4/19- discussed and approved.
 - Roll Call vote: R. Child, P. Lauzon, C. Sherwin, T. Derouchie and B. Wood all present and all in favor, **carried**.
 - Discussion to keep Secretary to Board at current existing hourly rate. Discussed and approved and will re-evaluate in December.

- Roll Call vote: R. Child, P. Lauzon, C. Sherwin, T. Derouchie and B. Wood all present and all in favor, **carried**.
- Discussion was held on the purchase of a new vehicle in 2020 and the sale of 2017 Chevrolet Equinox.

9. **Old Business:**

None

Next meeting will be on Monday, November 18th at 9:30 a.m. at the AG Service Center, Malone, NY.

The meeting for December was also scheduled and will be on Monday, December 16, 2019 at 9:30 a.m. at the AG Service Center, Malone, NY.

Meeting Adjourned at 8:42 p.m.

Respectfully submitted,

Donna Wright / Chastity Miller
Secretary / District Manager