

FRANKLIN COUNTY SOIL & WATER CONSERVATION DISTRICT DIRECTORS' MEETING

Regular Meeting – Monday, August 24, 2020 at 7:00 p.m.
FCSWCD Office, Malone, NY

Directors:

Bill Wood
Ralph Child
Paul Lauzon
Thomas Derouchie
Edward Lockwood
Steve Gokey

Staff:

Chastity Miller
Donna Wright
Ryan Cunningham (Via Zoom)
Kristin Ballou (via Zoom)
Allycia Leach (via Phone)
Christopher Ballou (via Zoom)

1. Meeting began at 6:58 p.m. - Quorum present. Meeting called to order by Bill Wood.

2. July 20, 2020 board meeting minutes approved.

3. **Financial Reports (Donna):**

Financial Reports were reviewed and approved:

1st S. Gokey, 2nd P. Lauzon; all in favor, carried.

Abstract and Vouchers: were reviewed and approved

1st R. Child, 2nd P. Lauzon; all in favor, carried.

Transfers were reviewed and then approved for the following:

Requested permission to transfer the following for the month of July:

- \$342.70 from Reg Checking to T/A account for monthly employee retirement;
- \$1,500.00 from Regular Checking to Retirement savings,
- \$114.20 from Checking to No-Till,
- \$1,249.84 from Checking to Equipment/Hydroseeder

1st S. Gokey, 2nd E. Lockwood, all in favor, carried

4. **Reports (Chastity):**

NRCS

FY 2020 EQIP Funding-Around 30 applications were funded for the Clinton, Essex and Franklin team, still working on 2 more preapproved contracts in Franklin county.

FY 2021 EQIP-Application deadline now 8/21/2020. Currently have over 80 applications (25 in Franklin Cty).

WRE -Restoration continuing this summer on newly acquired WRE easement in Bombay & preconstruction meeting held.

Food Security Act -12 requests being processed over the last month and on-sites will occur 1st week of September

Administrative-Work cell phone: 518-605-2508

FSA

Coronavirus Food Assistance Program (CFAP)-Signup extended to 9/11/2020 with additional crops added, including maple sap (used for producing syrup), "breaker" eggs, sheep over 2 yrs as well as other specialty crops. 20% of payments originally held back were issued this week, new applicants will receive 100% of payment rate, 2nd round (CFAP 2.0) is expected to take place to cover losses after 4/15/2020 (details RE: signup are unknown at this time).

Organic Certification Cost Share Program (OCCSP) -Signup now underway. Cost-share rate is now 50% or up to \$500 per scope/category of the eligible expenses. Scopes include: crops, wild crops, livestock and processing/handling.

Price Support Interest Rates for August 2020 were given.

Farm Loan Program Interest Rates for August 2020 were given.

Office-Open by phone, mail, email and "curbside" at this time. Please call prior to stopping so we are prepared for you.

Ag and Markets - Presented by Ryan Cunningham via ZOOM (August Report)

Coronavirus Updates: Reminder, see SWCC SharePoint site (<https://nysemail.sharepoint.com>) "Announcements" to access/post your county's emergency/Continuity of Government plans/other steps the District is taking during this emergency, including "reopening" plans to safely resume program/project/and operations. Also, the Governor has extended the suspension of in-person meeting requirements of Open Meetings Law until 9/4/2020.

NYS SWCC News:

- 2021 Annual Plan of Work (APOW) time to start updating for 2020 and deadline for submitting is 11/1/2020
- AEM 5 Year Strategy (2021-2025) reminder now is the time to begin working on this strategy. A core reason for updating your 5 Year AEM Strategic Plan is to make sure the document is still an effective tool intended to help the District and partners address water quality and other natural resource concerns and opportunities related to agriculture. Submit to State Committee anytime between now and 12/31/2020. Information can be found: [https://nysemail.sharepoint.com/sites/Agriculture/SWCC/AEM%20Resources/AEM%20Base%20Program%20Materials/AEM%20Base%20Round%2016%20Materials/AEM%20Strategic%20Plan%20Update%20Information%20Sheet%20\(2021-2025\).pdf](https://nysemail.sharepoint.com/sites/Agriculture/SWCC/AEM%20Resources/AEM%20Base%20Program%20Materials/AEM%20Base%20Round%2016%20Materials/AEM%20Strategic%20Plan%20Update%20Information%20Sheet%20(2021-2025).pdf)
- August SWCC Meeting will not meet this month and will reconvene in September, details forth coming.
- Community Resiliency Training Program Funding –must be submitted through NYS Grants Gateway and open enrollment is until February 2022. Questions: lauren.presorski@agriculture.ny.gov
- Source Water Buffer Program: \$5 million available. bethanybzduch@agriculture.ny.gov Share Point: <https://nysemail.sharepoint.com>
- Director Training: Your Regional AEA (or via <https://vimeo.com/446525792>) is available to present training modules to Board of Directors, such as the District Law, which is required every 3 yrs under the Performance Measure 1.

Other News/Events:

- Conservation Skills Workshop-Registration due by 8/31. Workshop consists of webinar classes week of September 14th and single day, in-person field classes September 21st -30th regionally across the state. Questions: Tom Eskildsen/Yates SWCD tom@ycsoilwaterer.com , Stacy Russell/Cortland SWCD stacy.russell@cortlandswcd.org or Mark Burger/Onondaga SWCD mburger@ocswcd.org
- Penn State's Ag Progress Days: Aug 9-12, more than 46 live webinars.to chose from <https://www.cvent.com/events/ag-progress-days-2020/event-summary-7d738e2b61e6466bac989b508ced2111.aspx>
- NY's Great Lakes Action Agenda Partners & Projects Webinar Series: Final webinar Tues, Aug 11th 2 pm https://content.govdelivery.com/attachments/NYSDEC/2020/06/03/file_attachments/1465830/Summer2020GLAAWebinarSeriesFlyer.pdf
- Watershed Wednesday: 2020 Upper Susquehanna Watershed Virtual Forum-Wednesdays at 9:30 am in August for short conservation-oriented presentations. Please join us with Zoom at <https://us02web.zoom.us/j/87453133125> Questions can be directed to Wendy Walsh at WalshW@co.tioga.ny.us

5. Kristin (District Forester):

AEM

- Working on Forest Conservation Plans – 7 completed since February 2020
- Setting up site visits to complete more inventories
- Meeting with more producers with maple operations interested in this program
- Assisting Clinton County SWCD with AEM Forestry

Meetings/Trainings/Events

- AEM Strategy Meeting
- CDEA

Hydroseeders – lots of interest from towns and the public so far this summer

- Coordinating rentals and material pickup for private contractors

No-till – 130.5 acres planted so far this year and a few interested for the fall cover crop planting and more inter-seeding

Part B – 4 Forest Management Plans – 3 inventories complete, 1 plan complete

Part C - 2020 projects

- School Funding Program
 - ADK Education –
 - Brushton – generator and tubing supplies for maple operation - complete
 - Chateaugay – raised bed gardens (Administrator checking w/teachers)
 - Freedom School –
 - Malone Central – Water Quality Data Collection Equipment (Administrator checking w/teachers)
 - P-Tech Malone –
 - Salmon River –
 - Saranac Lake – Farm to School Program Enhancements (decided not to participate)
 - St. Regis Falls –

- Tupper Lake – Elementary Schoolwide Community Garden Project - complete
- Wilder Farm – Virtual Tour (Switched project)
- EAB Monitoring and assessments - 9 sentinel trees: 3 Bombay, 2 Fort Covington, 3 Chateaugay and 1 Moira. 21 traps hung mainly in the Bombay, Moira and Fort Covington; additional traps hung in areas of ash decline across the county. Traps were checked three times with 4 positive locations found (2 in Bombay, 1 in Malone and 1 in Fort Covington), trap in Moira was not confirmed as EAB. Traps have been pulled. Planning is now beginning for 2021 monitoring and contacting landowners in affected areas

Sea Grant NAACC Grant 2019 – 332 assessments complete –final report has been submitted waiting on final closeout
WQIP NAACC – plan of work submitted waiting on contract (last correspondence from DEC stated contracts are awaiting Department of Budget approval)

WQIP Erosion Assessments – plan of work submitted waiting on contract (last correspondence from DEC stated contracts are awaiting Department of Budget approval)

Allycia (District Technician):

AEM

- Tier 3a:
 - 2 grazing plans
- Tier 5a:
 - Site visit to discuss Grazing Plan
- AEM Program:
 - To date we have worked 910.05 hours in the AEM Program accumulating around \$40,042.20
 - We have had 13 new participants so far this year. We are currently writing 16 Tier 3a conservation plans
- AEM Strategy:
 - Working Meeting August 12th; 2 meeting times: 12:30pm and 6:30 pm,
 - First meeting had 8 participants; second meeting had 3 participants.
 - Document is due December 31, 2020

Conservation in the Community: Ag Land Protections meeting 7/23, AEM Strategy meeting 8/12

Hydroseeding: Flagging for Kristin and Chris

Invasive Species Monitoring: Finishing up the town of Dickinson and working on Brandon.

Christopher (District Technician)

AEM

- Attended site visits and assisting with forest management activities,
- Assisting Clinton county with AEM forestry work.

Part C

- Assisting with EAB monitoring, checking trap locations, took the traps down for the year.

Sea Grant NAACC

- Final report submitted, meeting with municipalities where culvert surveys are completed and discussing the information that is in the report and priority areas for future grant applications.

WQIP NAACC

- Completed NAACC online training, prepping for fieldwork, still waiting for signed contract

WQIP Erosion Assessments

- Reviewing Erosion assessment information and erosion control practices, prepping for fieldwork and still waiting for signed contract.

Hydroseeding

- Chateaugay –Town Hwy Supervisor says there will be a lot more to do the next few weeks,
- Burke/Constable – finished seeding County Route 38 and the Dumas Road,
- Franklin/Bombay – are next on the list to have hydroseeding done. We have been in contact and we look forward to working with them.
-

Donna (Secretary to the Board)

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

Yearly: Disability Ins pd in August, complete Excellus Annual Group Report in September, NYS Retirement Annual Invoice pd in December to obtain discount. January: Treasurer's Report, Hourly Report, W2's, W3's.

Typical month

- Weekly-Payroll and Deferred Compensation are submitted

- Monthly-Complete required reports: NYS Taxes, NYS Retirement, Federal Taxes, mail notice of monthly board meeting, prepare new minutes from prior board meeting, post approved minutes to our website, reconcile all bank accounts in Quickbooks, then scan the reconciliation to the FC Treasurer, etc.
- Continuously add/update customers to our address file.
- Assist people who come into our office.
- Answer the main phone line assisting people to the best of my ability.
- Assist other staff, if possible.
- Make regular bank deposits.
- Make all entries in Quickbooks.
- Prepare for the monthly Board meeting.
- Update the Secretary Manual, as needed.

July 20th – August 24th

- Called Insurance Companies for Certificate of Liability Insurance for use of Hydroseeder/ No-Till Drill, as needed.
- Continue to log in/out in COVID-19 Log; date, name, arrival/exit times of visitors that I've come in contact with throughout the day and also logging my entries in/out.
- Practicing Social Distancing, Wash Hands, wearing Face Mask as required.
- 2020 Summer Newsletter is almost complete
- Continuing to update/organize my filing cabinet/some will be destroyed though the Records Retention process.
- 8/12, attended AEM Strategy workshop w/Allycia
- 8/18, Video Call-Chas, myself & Kara Thew, N'tl Bus.Tech. RE: issues/concerns we had/are having with printer.
- Calling other companies to obtain quotes for leasing printer as lease expires in 4/2021
- 8/17, Video call-Chas, myself & Lisa Dupree, N. Ctry Chamber of Commerce RE: Health Ins/Dental Ins coverage options, looking for better/more affordable rates.
- Assisted with many water questions.
- Made new entry signs and water testing signs for our office.

6. District Managers Report: (Chastity)

Agricultural Non-Point Source Grants

- Round 24, 16-1– Working on engineering plans, planning on construction this summer.
- Round 24, 16-2– Project has started! Bids came in and are high.
- Round 25, 16-3 – All set to go, need contract signatures for LO.
- Round 25, 16-1 – All set to go, need signatures from LO.
- Round 26 – 3 Applications and hoping for ratings in September.
 - Barnyard and Manure Storages in Dickinson,
 - Cover Crops,
 - Barnyard in North Bangor.

CAFO Manure Storage Grants Round 1 - CAFO 35 – Chateaugay - Project started - 65% billing complete

CAFO Manure Storage Grants Round 3 - Round 3- All ready to go, waiting on construction.

WQIP Planning – Culvert Assessment & RRAMP (Kristin)-waiting on contracts from NYS DEC. Kristin is keeping track of these with the state as we wait and this is an issue.

CWICNY WQIP Grant: working w/CWICNY on grant for implementation of Non-Ag projects within Lake Champlain Basin in 5 counties. We are the grant administration on this and we are working on tightening up the process and the information. Another billing just submitted.

FCRTA- working on ATV easements/planning. We have found a way across RT 11 and Dave is marking them so NYSCOT can check sight lines. DOT is now working on identifying these locations as potential crossings. We are still working on the GEIS and actually making headway.

SLRWP- progressing and have a draft plan with an implementation plan. Contract extended to March 2021 with actual project completed by December 2020. Working on 3rd and final public meeting for Sept 16th via WEBEX, Documents are under review and I am working on an amendment to utilize more match and on a 3rd billing.

Office is now open however the USDA side is still under Phase 1 COVID-19 Reopening (meeting by appointments).

8 Year Ag District Review –mailing completed, along with the Ag Land Protection Meeting that was held on July 23rd. We have 1,874.36 Acres to add in and 78.17 Acres to opt out making 118,162.5 Acres total added in the county, which is 10% of the land in the county. Public Hearing is schedule for Aughts 27th at 10 a.m.

7. **Correspondences:** Newsletters: Clinton County SWCD, Nuggets & Nibbles/Cornell Local Roads Program. NYS Legislative Commission on Rural Resources, Grassroots-August 2020 Edition, Clear Water Magazine

8. **New Business:**

- Chastity requested approval for Kristin to be allowed to sign off on Forestry Best Management Practices Discussed and approved,
1st S. Gokey, 2nd R. Childs, all in favor, **carried**.
- Donna Requested approval to pay to the Franklin County Treasurer the 2020 Workman's Compensation bill totaling \$2,214.03
1st T. Derouchie, 2nd R. Child, all in favor, **carried**
- Donna requested to pay Quickbooks Enhanced Payroll Subscription Renewal \$474.00
1st S. Gokey, 2nd R. Child, all in favor, **carried**

9. **Old Business:**

None

10. **Next meeting will be on Monday, September 28, 2020 at 7:00 p.m. in the AG Service Center, Malone, NY.**

11. **Meeting Adjourned** at 7:44 p.m.

1st P. Lauzon, 2nd S. Gokey, all in favor, **carried**

Respectfully submitted,

Donna Wright / Chastity Miller
Secretary / District Manager