

FRANKLIN COUNTY SOIL & WATER CONSERVATION DISTRICT DIRECTORS' MEETING

Regular Meeting – December 13, 2021 at 12:00 p.m. (Noon) via Zoom
FCSWCD Office, Malone, NY

Directors:

Bill Wood
Ralph Child
Paul Lauzon
Dennis Egan
Tommy Derouchie
Ed Lockwood
Steve Gokey

Staff

Chastity Miller
Donna Wright
Christopher Ballou

1. Meeting began at 12:04 p.m. (Noon) - Quorum present. Meeting called to order by Bill Wood.
2. November 15, 2021 Board meeting minutes – Discussed and approved .
1st E. Lockwood, 2nd D. Egan, all in favor, **carried**.
3. **Financial Reports (Donna):**
Financial Reports were reviewed and approved
1st D. Egan, 2nd P. Lauzon; all in favor, **carried**.
Abstract and Vouchers: were reviewed and approved
1st P. Lauzon, 2nd R. Child; all in favor, **carried**.
Transfer of Funds: were reviewed and approved.
Requested permission to transfer the following:
 - \$ 279.68 from Regular Checking to T/A account for monthly employee retirement-November;
 - \$ 2000.00 from Regular Checking to Retirement Savings-December
 - \$ 541.52 from Regular Checking to Equipment/No-Till-November1st S. Gokey, 2nd P. Lauzon, all in favor, **carried**.

4. **Reports:**

NRCS No changes from the last report given/finishing up plans for current applications. Work cell number: 518-605-2508

FSA

- Organic & Transitional Education & Certification Program (OTECP): signup deadline for 2020 & 2021 program years is 1/7/2022. This funding is in addition to Organic Certification Cost Share Program (OCCSP)
- Noninsured Crop Disaster Assistance Program (NAP) - Deadlines as follows:
 - December 31, 2021 - Honey/Maple sap
 - February 1, 2022 – Greens, Herbs, Lettuce, Onions and more
 - March 15, 2022 – Spring seeded fruits & vegetables, hops, sunflowers, forage sorghum and more
- Programs for Bee Keepers: Bee Keepers would need to file a beginning of year colony inventory FSA-578 crop report by 1/3/2022 to avoid late-file fees.
- Dairy Margin Coverage Program (DMS): waiting on announcement regarding 2022 enrollment as well as DMS Supplement Coverage.
- Marketing Assistance Loans (Commodity Loans): Contact FSA.
- Price Support Interest Rates were provided for December 2021
- Farm Loan Program Interest Rates were proved for December 2021
- 2022 Dairy Margin Coverage Program & Supplemental Dairy Margin Coverage: begins December 13, 2021
- FSA office open to assist producers by phone, email or in person. Agency guidelines allow for in-person appts.(1 producer at a time). Front door is locked as we were directed. All visitors must wear masks.
- Office number: 518-483-8250

NYS Ag and Markets

NYS SWCC News

- Happy Holidays & Merry Christmas

- AgNPS Rd 27 Awards: Congratulations to those SWCDs and farms who were awarded funding. 43 projects funded for an approximate award total of \$13.6 Million. Plans of work must be completed by 1/1/22
- AgNPS Contract Administration & Plan of Work Webinar: held on 12/9 was recorded for all SWCD districts
- 2021 Part C Performance Measures: must be completed in December for Part C funding
- Next SWCC Meeting: December 21st at 10 AM via Webex.
- CREP Annual Progress Report: share to Scott.Fickbohm@agricultural.ny.gov by 12/24/21.

Other News/Events

- Webinar-Funding Basics for Resilience Grants: was held on 12/7
- Western NY Soil Health Alliance (WNYSHA) Annual Mtg: 12/15/21 – Quality Inn, Batavia, NY

Other Funding

- USDA Forest Service Funding Available for Community Forestry – annual request for applications for FY 2022 now available. Applications due to State Foresters by 1/10/22. Interested in applying: <https://www.fs.usda.gov/about-agency/contact-us/community-forest-regional-coordinators>. Prospective applicants: contact NYSDEC Great Lakes Watershed Program greatlakes@dec.ny.gov
- NOAA Funding for Fish Habitat Restoration Partnerships: Up to \$10 million for projects that restore Great Lakes habitats and lead to significant & sustainable benefits for Great Lakes native fish species. Proposals due 1/12/22. Visit <https://www.fisheries.noaa.gov/grant/noaa-great-lakes-fish-habitat-restoration-regional-partnership-grants>
- Five Star & Urban Waters Program: approximately \$2.6 million to develop community capacity to sustain local natural resources for future generations. Full proposals due date is 1/25/22. Visit: <https://www.nfwf.org/programs/five-star-and-urban-waters-restoration-grant-program/five-star-and-urban-waters-restoration-grant-program-2022-request-proposals>

5. Kristin (District Forester)

AEM

- Working on Forest Conservation Plans-7 inventories complete, working on plans over the coming months & setting up more inventories for 2021.
- Beginning implementation plans with EQIP funding for 3 producers & implementation w/1 producer outside of funding;
- Meeting with more producers with maple operations interested in this program.
- Assisting Clinton County SWCD with AEM Forestry.

Grants:

- LCBP Forestry BMP Education & Implementation – 3 workshops complete, working on final report

Meetings/Trainings/Events

- CWICNY
- WQS Planning Forestry Track

Part B - 4 Forest Management Plans – 2021 inventories; 4 inventories complete to date, 1 more planned

Part C - 2021 projects

- School Funding Program
 - Brushton – Pollinator gardens – Complete
 - SRMT – seedling donation, community handout & native plant nursery
 - Malone Central - seedlings for students & maple equipment – Complete, 2nd proposal submitted for “What’s flowing and growing in the Salmon River?” - Complete
 - Salmon River – Indoor and Outdoor gardening for the magic maker after school program ???
 - Saranac Lake - macroinvertebrate & water quality sampling - Complete

WQIP NAACC –43 assessments left to complete; 350 assessments completed to date; beginning to compile information collected into final report

Allycia (District Technician):

AEM:

- AEM Yr. 16: Working on AEM Rd 16 Final Report – AEM Rd 16 ends 12/31/21
- AEM Yr. 16 Grant:
 - Grant 1: Project finished and closed out;
 - Grant 2: Project finished and closed out;
 - Grant 3 Project finished and waiting on state approval;
 - Grant 4: Project finished and closed out.
- AEM Round 17 Grant: Annual Action Plan sent to the state - AAP has been approved at the state. Waiting for contract. AEM Rd 17 starts January 1st.
- AEM Rd 17 Grant: Letter being sent to applicants; waiting for contract form state before construction starts:
 - Grant 1: Petroleum Storage
 - Grant 2: Petroleum Storage
 - Grant 3: Petroleum Storage
 - Grant 4: Prescribed Rotational Grazing

- Grant 5: Erosion Control System – Structural
- Grant 6: Soil Conservation System - Cultural
- Training/Workshop: CCA virtual trainings start 12/9/21
- NAACC: Culvert Surveying with Kristin – finishing up this month

Christopher (District Technician)

AEM: Helping with forest inventories & assisting with other forest management activities. I hope to cruise a few more properties before lots of snow hits the ground.

WQIP Erosion Assessments: I'm up to 230 plus assessments and counting. All towns are complete, except for Bellmont and I am hoping to complete it this week.

Hydroseeder: Both hydroseeders are put in storage for the winter. Compiled notes while doing erosion control and have several areas to do next spring/summer.

Education/Workshops: watched a few webinars pertaining to agriculture, erosion, forestry and stormwater to advance my knowledge in all aspects of the SWCD Technician position.

- Attended Skidder Bridge workshop

Donna (Secretary to the Board)

- Weekly: Submit Payroll, Deferred Compensation, "Semi-Weekly" tax deposit to IRS;
- Monthly: submit NYS Tax, NYS Retirement, and all bank reconciliation statements;
- Quarterly: submit NYS Tax, Federal Tax and Worker's Compensation Report
- Board Meeting prep: reports, 2 mailings, typed minutes, posted minutes to website;
- Reconciled November bank accounts, then scanned all reports to FC offices;
- Continuously updating the mailing list and the secretary manual;
- Assisted customers/staff when needed;
- Received numerous water questions/sold several home water test kits;
- Made regular bank deposits;
- Worked on funding for grants for the 2024 Envirothon;
- Submitted Monthly/Quarterly reports to NYS Tax Dept and NYS Retirement System;
- Relayed messages to staff when they're in the field working;
- Mailed out Soil Samples;
- Prepared and mailed out Christmas Tree Recycling postcards;
- Waiting on approval of Wex-Fleet Gas card to purchase fuel beginning Jan. 2022.

6. District Managers Report: (Chastity)

Wow, this year went fast! The office is **OPEN**. USDA FSA/NRCS are **not open, call 1st for an appointment**, The door is locked, so we will come see you!

Agricultural Non-Point Source Grants

- Round 24, 16-1 – Extension - submitted paperwork.
- Round 25, 16-3 - Working on bids.
- Round 25, 16-1 - Year 2 complete; Allycia has it covered!
- Round 26 –Cover Crops - Year 1 complete; Allycia has it covered!
- Round 27 Received 1 out of 5 applications submitted. Working on plan of work and landowner contracts.

CAFO Manure Storage Grants - Round 3 – They are beginning to get bids together.

2 WQIP grants submitted for the Non-Agricultural money from NYSDEC. One for Hydroseeding in the County and the other is for planning of more culvert assessments. We will see in December. Still waiting on these.

WQIP Planning: Culvert Assessments & RRAMP, Chris is back out working on RRAMP assessments; Kristin & Alycia are working on culverts. Wrapping these up soon!

CWICNY WQIP Grant: working w/CWICNY on grant for implementation of Non-Ag projects within Lk Champlain Basin in 5 counties. We are the grant administration. Submitted invoice #8, been paid and have paid districts. Wrapping this one up now.

FCRTA: working on ATV easements/planning. Finished GEIS, submitted to NYSDEC at meeting w/NYSDEC for internal review before publishing. Working on the Phase 2 SEQRA for snowmobiles. Some issues w/easements and crossings. We are working on these. This project cannot move forward until we have these issues taken care of.

SLRWP: Plan **complete!** Received payment on one of the bills, received the third billing and sent to consultant.

Completed audits for MWBE. Received final close out payment. Paid the consultant! Zoom mtg held 11/18/21. We caught up and came up with a plan to move forward.

NYSCDEA Treasurer: working on the online 4-hour classes, need to work on shifting platform on this. Assisted w/Con Skills and NYACD registration.

Franklin County: Budget funding was approved.

7. **Correspondences:** Grassroots December 2021 Edition , NYACD letter dated 10/31/21, NYSSWCD Award letter for AEM Rd 17 and NYACD letter dated 11/30/21 with flyer “Legislative Days going Zoom for 2022”.
8. **New Business - Chastity requested the following:**
 - **Requested Board approval to accept the NRCS MOA:**
Discussed and approved
Motion: 1st D. Egan, 2nd P. Lauzon, all in favor, **carried.**
 - **Requested Board approval for Tree Sale Advertising up to \$500:**
Discussed and approved.
Motion: 1st S. Gokey, 2nd R. Child, all in favor, **carried.**
 - **Requested Board approval for Ag Assessments advertising up to \$300:**
Discussed and approved.
Motion: 1st T. Derouchie, 2nd D. Egan, all in favor, **carried.**
 - **Requested Board approval to set up an AgNPS Rd 27 account (Trumble):**
Discussed and approved.
Motion: 1st P. Lauzon, 2nd S. Gokey, all in favor, **carried.**
 - Chas discussed with the Board about constructing a **Notice to local Realtors to collect water samples two weeks prior to closing on properties.** Discussion was held and the board agreed for staff to proceed with constructing this Notice.
 - Board Member S. Gokey brought up **purchasing a Bluetooth Speaker Microphone for Zoom Meetings due to difficulty hearing all of the conversations during Board Meetings.** Discussion was held and the board agreed to have the District Manager purchase one under \$250.
9. **At 12:40 p.m., Bill Wood, Chair of the Board, asked to go into Executive Session to discuss personnel issues,** therefore staff members left the zoom meeting, leaving in attendance the board members and the District Manager.
10. **The Board went into Executive Session at 12:47 p.m.** to discuss the District Manager’s position (District Manager exited the meeting), Motion to go into the session made by 1st D. Egan, 2nd T. Derouchie, carried. **The Board came out of Executive Session at 12:55 p.m.** Motion made by 1st D. Egan, 2nd P. Lauzon. The board stated that they agreed to give District Manager a 1 1/2% raise, with the understanding that they would revisit offering the District Manager a 3% raise in February. **carried.** Bill Wood called for a Roll Call of board members present. All in favor were the following board members: R. Child, S. Gokey, P. Lauzon, T. Derouchie, B. Wood, E. Lockwood, D. Egan, **carried.**
11. **The Board went into Executive Session at 12:56 p.m.** to discuss the current District Forester position, Motion made by 1st D. Egan, 2nd T. Derouchie. **Carried.** **The Board came out of Executive Session at 12:57 p.m.** Motion made by 1st D. Egan, 2nd P. Lauzon. **Carried.** The board stated they had agreed to give District Forester a 3% raise. Bill Wood called for a Roll Call of board members present. All in favor were the following board members: R. Child, S. Gokey, P. Lauzon, T. Derouchie, B. Wood, E. Lockwood, D. Egan, **carried.**
12. **The Board went into Executive Session at 12:58 p.m.** to discuss the first current District Technician, Motion made by 1st D. Egan, 2nd T. Derouchie. Carried. **The Board came out of Executive Session at 12:59 p.m.** Motion made by 1st D. Egan, 2nd P. Lauzon. **Carried.** The board stated they had agreed to give District Technician a 3% raise. Bill Wood called for a Roll Call of board members present. All in favor were the following board members: R. Child, S. Gokey, P. Lauzon, T. Derouchie, B. Wood, E. Lockwood, D. Egan, **carried.**
13. **The Board went into Executive Session at 1:00 p.m.** to discuss the second current District Technician , Motion made by 1st D. Egan, 2nd T. Derouchie. Carried. **The Board came out of Executive Session at 1:01 p.m.** Motion made by 1st D. Egan, 2nd P. Lauzon. **Carried.** The board stated they had agreed to give District Technician a 3% raise. Bill Wood called for a Roll Call of board members present. All in favor were the following board members: R. Child, S. Gokey, P. Lauzon, T. Derouchie, B. Wood, E. Lockwood, D. Egan, **carried.**
14. **The Board went into Executive Session at 1:02 p.m.** to discuss the current District Secretary, Motion made by 1st D. Egan, 2nd T. Derouchie. Carried. **The Board came out of Executive Session at 1:04 p.m.** Motion made by 1st D. Egan, 2nd P. Lauzon. **Carried.** The board stated they had agreed to give District Secretary a 3% raise. Bill Wood called for a Roll Call of board members present. All in favor were the following board members: R. Child, S. Gokey, P. Lauzon, T. Derouchie, B. Wood, E. Lockwood, D. Egan, **carried.**
15. At 1:05 p.m. Bill Wood, Chair of Board asked staff present to re-joined the meeting to advise staff of the above raises.

16. **Old Business:** none

17. Paul Lauzon thanked all staff for all we do and stated that we received the “Diversity” Award from the State for a reason! He was very grateful for all that we have done and wished all a great holiday. Dennis Egan also thanked all of the staff for all the hard work that we do! Bill Wood wished everyone a Merry Christmas and a Happy New Year! He also stated what a great team we have here and that is great working with all of us! All other board members agreed!

18. **Next meeting will be on Monday, January 10, 2022 at 12:00 p.m. (noon) via Zoom**

19. Meeting Adjourned at 1:19 p.m.

1st D. Egan, 2nd P. Lauzon, all in favor, **carried**

Respectfully submitted,

Donna Wright / Chastity Miller
Secretary / District Manager