

# FRANKLIN COUNTY SOIL & WATER CONSERVATION DISTRICT DIRECTORS' MEETING

Regular Meeting – Wednesday, February 25, 2000 at 9:30 a.m.

Ag Service Center, Malone, NY

## Directors:

Bill Wood

Paul Lauzon

Thomas Derouchie

Edward Lockwood

Steve Gokey

## Staff:

Chastity Miller

Kristin Ballou

Allycia Leach

Donna Wright

Christopher Ballou

Meeting began at 9:30 a.m. - Quorum present. Meeting called to order by Bill Wood.

1. Board meeting minutes for December 16, 2019 were tabled until next meeting as we did not have the correct quorum to approve them.

2. Board meeting minutes for January 22, 2020 were discussed and approved:  
1<sup>st</sup> P. Lauzon, 2<sup>nd</sup> E. Lockwood, all in favor, **carried**.

### 3. Financial Reports (Donna):

- Financial Reports were reviewed and approved:
  - 1<sup>st</sup> P. Lauzon, 2<sup>nd</sup> S. Gokey; all in favor, **carried**.
- Abstract and Vouchers were reviewed and approved:
  - 1<sup>st</sup> S. Gokey, 2<sup>nd</sup> T. Derouchie, all in favor, **carried**.
- Requested permission to transfer the following:
  - \$75.91 from Regular Checking to T/A account for monthly employee retirement for balance of January;
  - \$250.00 from Regular Checking to T/A account for monthly employee retirement for February;
  - \$1,500.00 from Regular Checking to Retirement savings for February;
  - \$200.00 from Reg Checking to No-till for February;
  - Approval requested and reviewed for all transfers to be made:
  - 1<sup>st</sup> E. Lockwood, 2<sup>nd</sup> S. Gokey, all in favor, **carried**.

### 4. Reports (Chastity):

#### NRCS –

- FY 2020 EQIP-27 applications received in Franklin County (includes round 2). Pre-approvals anticipated March 2020.
- Current Year EQIP-Livestock waste project in Constable nearing completion. NRCS has issued \$400K in payments, with remainder to be paid upon completion of minor components in the spring.
  - Livestock waste project in Malone-engineering wrapping up, waiting on PE final design, anticipated construction is Spring of 2020.
- WRE-1 easement restoration complete. 2<sup>nd</sup> easement restoration is partially complete, continue next construction season.
- Food Security Act-no backlog at this time.

#### FSA –

- 2019& 2020 Agricultural Risk Loss Coverage (ARC)-Price Loss Coverage (PLC): 2019 election/ enrollment period runs through 3/16. 2020 enrollment ends 6/30. Program pays on base acres/pymts triggered(or not) based on n'tl market prices and/or n'tl market prices/county yields depending on program selected.
- Conservation Reserve Program (CRP): Signup opened 12/9/2019, deadline to sign up for general CRP until 2/28/2020, while signup for continuous CRP is ongoing.
- Non-insured Crop Disaster Assistance Program (NAP): Deadline 3/16 for other spring seeded crops. Basic coverage: \$325/crop with max fee of \$825 within the county. Fee waivers are available for eligible Beginning Farmers, Socially Disadvantaged, Limited resource and Veteran farmers.
- Farm Storage Facility Loans: Low interest loans available for a variety of storage structures and handling equipment
- Price Support Interest Rates for February 2020 were given.

- Farm Loan Program Interest Rates for February 2020 were given.
- USDA FSA Farm Storage Facility Loan Price Support Fact Sheet is available in the FSA office.

## Ag and Markets-

### NYSSWCC NEWS

- 2019 State Aid to Districts: was due 2/15.
- Payments/Blackout Period: Any Claim for Payment received will be included on the next fiscal year EPF list w/payments processed the following month. Questions: [Maureen.irish@agriculture.ny.gov](mailto:Maureen.irish@agriculture.ny.gov)
  - Grant Funding Opportunities
- AGNPS Round 26: \$15 Million available. Questions: [Bethany.Bzduch@agriculture.ny.gov](mailto:Bethany.Bzduch@agriculture.ny.gov) by 3/30/2020  
Applications: SharePoint by 4:30 PM 4/13/2020.
- CRF Round 5: \$4 million available. Applications: SharePoint website by 4:30 PM 3/2/2020.
- Implementation of High-Efficiency Agricultural Water Management Systems: About \$700K available. Questions: [Lauren.Prezorski@agriculture.ny.gov](mailto:Lauren.Prezorski@agriculture.ny.gov) by 3/16/2020. Proposals: Grants Gateway <https://grantsmanagement.ny.gov/> by 4 PM, 4/6/2020.
- Implementations of AEM Plans on NYS Grown & Certified Farms (NYS G&C): About \$600K available. Questions: [Lauren.Prezorski@agriculture.ny.gov](mailto:Lauren.Prezorski@agriculture.ny.gov) by 3/16/2020. Proposals: Grants Gateway <https://grantsmanagement.ny.gov/> by 4 PM, 4/6/2020.
- Source Water Buffer Program: \$5 million available. Questions: [bethanybzduch@agriculture.ny.gov](mailto:bethanybzduch@agriculture.ny.gov)
  - Share Point: <https://nysemail.sharepoint.com>
- Farmland Protection Planning Grants: \$600,000 available. Applications accepted through Grants Gateway on a rolling basis until funds are exhausted. More info: <https://www.agriculture.ny.gov/funding-opportunities>.  
AEM 15 Close Out: due by 2/28/2020.  
SWCC Meeting: 2/25/2020  
SWCD Directory Update: update directory.  
SWCC Storyboard Update: Great place to present your 2019 work completed to the public. GIS Story Update Form, send pictures of work completed to [Jason.kokkinos@agriculture.ny.gov](mailto:Jason.kokkinos@agriculture.ny.gov) Share Point: Resources for Districts.  
Rural Roads Active Management Program Update: NYS DEC approved RRAMP (or partnership with regional watershed groups), website: <https://agriculture.ny.gov/chemical/96777.html> or apps for funding under Community Resiliency Trg Program: <https://agricultural.ny.gov/soil-andwater/rfa-210-community-resiliency-training-program>  
Other Funding:
  - Great Lakes Trash Free Waters Grants Available: About \$2 million available. Deadline 2/14/2020. Webinar/applications: <http://www.epa.gov/great-lakes-funding/trash-free-waters-rfa>

## Kristin (District Forester):

### AEM

- Working on Forest Conservation Plans, site visits and assisting with Organic Maple applications.

### Meetings/Trainings/Events

- CWICNY
- NARE

### Part B

- 4 Forest Management Plans – 1 inventory complete and plan in progress

### Part C - 2020 projects

- School Funding Program \$15,000 (\$1,500/school)
  - ADK Education
  - Brushton - generator & tubing supplies for maple operation-Complete
  - Chateaugay - raised bed gardens
  - Freedom School
  - Malone Central - Water Quality Data Collection Equipment
  - P-Tech Malone
  - Salmon River
  - Saranac Lake - Farm to School program enhancements
  - St. Regis Falls

- Tupper Lake - Elementary Schoolwide Community Garden Project
- Wilder Farm - Educational signage

Invasive Species- \$4,000 – Japanese knotweed inventory in Saranac Lake

EAB Monitoring and assessments - \$6,000

Conservation in the Community - \$10,000

- Continuing to meet landowners re: forestry practice options, water kits, ID books.

Education (Workshops) - \$10,000 (EAB, Irrigation, Pollinator, Soil Health, Multi-species grazing, ag district ag assessment)

- Planning 2 EAB Workshops: 2/25 (Canton), 3/4 (March)
- Planning 1 Pollinator Workshop for May
- Planning 1 Ag District/Ag Assessment Workshop for April
- Planning 1 Irrigation Workshop for June
- Planning 1 Soil Health Workshop for July

Rent/Utilities - \$18,300

Cooperator's Dinner- November 10, 2020 @ 6 PM

Sea Grant NAACC Grant 2019 – 325 assessments complete, 7 more to go (working on final report)

WQIP Round 12 – complete (Chas closed out)

WQIP NAACC – waiting on contract

WQIP Erosion Assessments- waiting on contract

### **Allycia (District Technician):**

#### **AEM**

Completed and received **Conservation Approval Authority (CAA) for Fence** through Ad & Markets

Tier 3a:

- Cover Crop 3a Plans, Grazing Plans.

Tier 5a:

- 1 Site visit.

AG NPS Grant:

- Round 26 has been released; potentially applying for 4 farms.
- Met with Planner and Producer to go over CNMP to get green light for applying.

AEM Yr. 16 Grant

- All Round 16 applicants have been funded and all have signed contracts.
- Received official contract from the state.
- Sent in 25% Voucher.

NYS Grown & Certified:

- Grant money still available, 2 applications waiting at DANC one may use up all remaining funding.
- Waiting on next round of Food Safety Money.
- Grant available to implement AEM Tier 3a plans for NYSGC participants, due 4/6/2020

**MUST HAVE A PLAN TO BE ELIGIBLE.**

Conservation in the Community:

- Plain Sect Newsletter to be mailed out the first week of April.
- Invitations, invitation list, placemats for Co-Operator's Dinner

Training/Workshop: Working on final details of Soil Health , Pollinator, Irrigation and Ag District Workshops; Grazing Webinar w/Sara Flack 2/4, 2/18, 3/3; FSA Grower's Workshop 2/28/2020

Envirothon: NARE/Donations; State: calls; EEF: Donations

### **Christopher (District Technician)**

AEM program

- Attending site visits
- Timber cruising
- Writing Forest Management plans and helping with field work

#### Meetings/Trainings/Events

- CWICNY meeting
- WQIP NAACC – Completed NAACC Online Training, prepping for fieldwork.
- SeaGrant NAACC 2019 Inputting NAACC Culvert survey's data into system and working on final report.
- WQIP Erosion Assessments – Reviewing Erosion assessment information and erosion control. practices Cornell Local Roads Program.

#### **Donna (Secretary to the Board):**

Weekly: Submit payroll and Deferred Compensation, update timesheet hours on spreadsheet.

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 Tax Qtly Report, Federal Tax Qtly Report, Worker's Compensation Report,

Yearly: Disability Ins pd in August, complete Excellus Annual Group Report by September, NYS Retirement Annual Invoice pd in December to get discount, Annual Treasurer's Report, Part A Report , process W2's, W-3's and 1099's with a 1096 attached, Annual Tree Sale.

#### This month:

- Add/update customer address files.
- Assist customers who come into our office.
- Answer the main phone line assisting people to the best of my ability.
- Assist Chastity, Kristin and Allycia, whenever possible.
- Make regular bank deposits.
- Receipt money received into Quickbooks.
- Prepare for monthly Board meeting.
- Update the Secretary Manual, as needed.
- Completed January monthly reports.
- Mailed out 2020 Tree Sale Flyer.
- Entering LOTS of Tree Sales as they come in.
- Labeling bags for the Tree Sale.
- Updated the Employee Handbook.
- Prepared a spreadsheet for W-9's
- Prepared a spreadsheet for weekly timesheets to show hours spent in various areas, such as AEM, Forestry, Water sampling, Admin, etc.
- Prepared/mailed postcard for free seedling to all who dropped off Christmas tree in recycling program.
- Updated the Contractor list on our website.
- Trying to get our 2002 Hydroseeder registered at NYSDMW

#### 5. **District Managers Report:**

##### Agricultural Non-Point Source Grants

- Round 24- Winter/no construction, engineer surveyed site, working on plans, planning construction this summer.
- Round 24 – Working on getting engineer to start the projects. Plans for construction this summer.
- Round 25 – Plan of work complete, waiting on contracts. Plans for construction this summer.
- Round 25 Cover Crops – Plan of work complete, waiting on contracts.

##### CAFO Manure Storage Grants Round 1

- CAFO: 33 – Constable- Working on closing it out!
- CAFO 35 – Chateaugay –Engineering and planning, construction this summer 2020.

##### CAFO Manure Storage Grants Round 3

- Round 3 – Waiting on contract to come back from the state in hopes of engineering soon!

##### CFA – The District was awarded 2!

- WQIP Planning – Culvert Assessments & RRAMP (Kristin)

Other:

- WQIP Round 12 Hydroseeding Grant – working on corrections of submitted paperwork to closeout.
- FCRTA- working on ATB easements and planning. Next meeting will be April 7<sup>th</sup> at 6 PM at the office. Goal: get GEIS done and open trail.
- SLRWP- progressing. Last meeting was 12/3/2019 in Gouverneur. Over 1700 responses received to survey. Billing has been submitted and needs to be modified. Will be working on another billing for balance of 2019. Contract extended to March 2021. Next public meeting will be in Potsdam on 4/15/2020/
- Tree Sale is out.
- MOA with NRCS- working on feed back
- Year-end reporting- is complete. Waiting on the state
- Planning for Symposium- is well underway.
- Water samples/questions- always lots of samples and questions.

6. **Correspondences**: Newsletters from the following SWCD's: Clinton, Erie, Otsego and Delaware; Grassroots, February Edition, and 2 copies of the 2020 Legislative Day "Districts in Conservation"

7. **New Business**:

- Kristin discussed the upcoming Emerald Ash Borer Workshop to be held in Canton on 2/25 and in Malone on 3/4 and told everyone they were welcome to attend.
- Donna requested of the board that she be appointed FOIL Officer and Records Retention Officer for 2020; Discussed and approved, 1<sup>st</sup> P. Lauzon, 2<sup>nd</sup> S. Gokey, all in favor, **carried**.
- Donna requested that we need two Board members to audit our records next week. After discussion Ed Lockwood and Paul Lauzon agreed to audit our records on Tuesday, March 3<sup>rd</sup> at 11 AM at the office.
- Chastity requested the Board approved a 30-day availability period for revenues under the modified accrual basis of accounting for 2020. Discussed and approved. 1<sup>st</sup> S. Gokey, 2<sup>nd</sup> T. Derouchie, all in favor, **carried**.
- Chastity gave recognition to Allycia for obtaining her Certificate of Achievement for Conservation Approval Authority for the NRCS Standard: FENCE. **Great job Allycia!!**
- Chastity requested permission to have Allycia sign off on Conservation Planning Practices to get Conservation Approval Authority for the following: Fence (up to 1000 ft), Trails/Walkways, Stream Crossings, Heavy Protections Areas, Diversions in Fields, Micro Irrigation/Sprinkler Systems, Roof Run off Structures and Grass Waterways. Some classes are ongoing at this time. After discussion and review, 1<sup>st</sup> T. Derouchie, 2<sup>nd</sup> E. Lockwood, all in favor, **carried**.
- Kristin brought up discussion about a "mutually owned" 7-foot No-Till Drill between St. Lawrence and Franklin County. St. Lawrence Cty holds title and pays for Insurance. The No-Till Drill is on the auction site.
- Chastity brought up discussion about a possible MOA with St. Lawrence Cy SWCD to bring our No-Till to them to use when they need it. After discussion, the Board decided against bringing our No-Till to St. Lawrence Cty due to extra Wear and Tear on it and the demand of it in our own County. 1<sup>st</sup> S. Gokey, 2<sup>nd</sup> E. Lockwood, all in favor, **carried**.

8. **Old Business**:

- NYACD 2020 Assessment Invoice for \$1500.00 – Discussed and tabled again until next meeting

9. **Training**:

All present completed the following:

- NY State Aid to District
- Sexual Harassment Training in the Workplace
- Sexual Harassment Prevention Training Case Studies

**Next meeting will be on Wednesday, March 25, 2020 at 9:30 am. at the AG Service Center, Malone, NY.**

Meeting Adjourned at 11:48 a.m.

Respectfully submitted,

Donna Wright / Chastity Miller  
Secretary / District Manager