

FRANKLIN COUNTY SOIL & WATER CONSERVATION DISTRICT DIRECTORS' MEETING

Regular Meeting – Tuesday, January 16, 2024, at 12:00 p.m. (Noon)

FCSWCD Office, Malone, NY

Directors:

Ralph Child
Paul Lauzon
Thomas Derouchie
Dennis Egan
Justus Martin

Staff

Chastity Miller
Kristin Ballou
Donna Wright
Devin Normandeau

1. Meeting began at 12:06 p.m. - Quorum present. Meeting called to order by T. Derouchie, Treasurer
2. December 19, 2023, Board meeting minutes - Discussed and approved.
Motion: D. Egan, 2nd P. Lauzon, all in favor, carried
3. 12:07 PM - T. Derouchie, Treasurer of the Board turned the meeting over to C. Miller/Dist Mgr for Election of Officers: Chastity opened the floor for the Election of Officers.
 - **Chairman:** Bill Wood (not in attendance)
nominated by 1st D. Egan, 2nd P. Lauzon;
Roll Call: All Board Members present in favor, **carried**.
Motion to close ballot: 1st T. Derouchie, 2nd P. Lauzon
 - **Vice Chairman:** Ralph Child
nominated by: 1st D. Egan, 2nd P. Lauzon,
Roll Call: All Board Members present in favor, **carried**.
Motion to close ballot: 1st P. Lauzon, 2nd T. Derouchie, R. Child abstained, all in favor, **carried**.
 - **Treasurer:** Thomas Derouchie
nominated by: 1st D. Egan, 2nd P. Lauzon,
Roll Call: All Board Members present in favor, **carried**.
Motion to close ballot: 1st D. Egan, 2nd P. Lauzon, T. Derouchie abstained, all in favor, **carried**.
 - **Secretary to Board:** Donna Wright.
nominated by: 1st D. Egan, 2nd P. Lauzon,
Roll Call: All Board Members present in favor, **carried**.
Motion to close ballot: 1st D. Egan, 2nd P. Lauzon, all in favor, **carried**
4. 12:08 PM – C. Miller/Dist Mgr turned the meeting over to R. Child/Vice Chair to continue the meeting
5. **Financial Reports (Donna):**
Financial Reports were reviewed and approved:
Motion: 1st D. Egan, 2nd J. Martin; all in favor, **carried**.
Abstract and Vouchers: were reviewed and approved
Motion: 1st P. Lauzon, 2nd D. Egan; all in favor, **carried**.
Transfer of Funds: were reviewed and approved for the following:
Requested permission to transfer the following:
 - \$ 98.82 from Reg Checking to Trust/Agency account for monthly employee retirement (November 2023)
 - \$ 72.52 from Reg Checking to Trust/Agency account for monthly employee retirement (December 2023)
 - \$ 2,000.00 from Reg Checking to Retirement savings (December 2023)Motion to accept: 1st J. Martin, 2nd P. Lauzon; all in favor, **carried**.
6. **Reports (Chastity):**
NRCS – None provided this month
FSA
Agricultural Risk Coverage/Price Loss Coverage 2024 Crop year enrollment now through 3/15
Conservation Reserve Program: Call FSA for details. Sign up deadline is 7/31
Emergency Relief Program (EERP 2022) – financial assistance to producers w/eligible weather-related crop losses in 2022. The deadline has not been announced. Contact FSA for details.
Non-insured Crop Disaster Assistance Program (NAP): Deadlines as follows:
 - Greens, herbs, lettuce, onions – 2/1
 - Spring seeded fruits & vegetables, pumpkins, hops – 3/15

USDA Disaster Assistance Programs: Contact FSA regarding a variety of disaster assistance programs. Price Support Interest Rates & Farm Loan Program Interest Rates for January 2024 were given. Contact FSA if you have any questions. Happy New Years to all of you!

NYS Ag and Markets (Ryan)

NYS SWCC News

- 2023 State Aid to Districts: DUE 2/15/24
- AEM Base Program: Rd 17 ended 12/31/23 with Final Report/Close out pkg due the State Committee by 2/29. Rd 18 is now underway (1/1/23-12/31/2025)
- Rd 29 AgNPS & Rd 7 CRF Plans of Work: please submit plans of work for projects awarded to your Regional AEA for review/approval
- SWCC Meeting – will be held in February (date to determined)
- New State Programs Advisory Committee: folder created in Sharepoint located within Resources for Districts page, under Programs category
- Clean Water, Clean Air, Green Jobs Environmental Bond Act Update: state agencies actively working to develop a data tracking/reporting protocol, eligibility criteria, define eligible projects & identify existing programs that could benefiting from Bond Act funding. More updates as new info becomes available

Other Events:

- 2024 Water Quality Symposium: March 12-15th – Registration due no later than 1/26
- NACD 2024 Annual Meeting –Feb. 10-14. <https://www.nacdnet.org/news-and-events/annual-meeting>

Kristin (District Forester)

AEM

- Working on Forest Conservation Plans – 1 completed, 3 more remaining based on 2022 data.
- Continuing implementation of plans with EQIP funding for producers
- Assisting Clinton Cty SWCD w/ AEM Forestry-1 more to complete based on 2022; 2 scheduled for 2024-25
- AEM 17 Impl Projects - working with Devin to closeout projects,
Part B - 4 Forest Management Plans – 2024 – 4 Forest Mgmt Plans
Part C - 2023 projects – Notice has been sent to all school districts with applications due 3/31
2024 Tree Sale – collecting orders and managing inventory.

Devin (District Technician)

AEM

- Tier 3a:
Irrigation Plan - meeting with farmer
Soil Health Plan – met with farmer for Rd 18 funding
- Tier 4:
 - 1 closed out.
 - 2 Close out forms
 - 3 waiting for approval.
 - 4 waiting for approval.
 - 5 waiting for approval.
 - 6 Closed out.

Meeting with farmers for plan reviews and Rd 18 funding

AEM Final Report

Ag Assessments – 3 completed.

Donna (Secretary to the Board)

- Continue to perform office administrative duties as requested/required; will keep operations progressing.
- Preparing year-end reports, processing many Tree Sales, etc...

7. **District Managers Report: (Chastity)**

The new year, 2024 is here! 2023 was a great year; purchased a building, moved our office, had a great intern, completed a few AgNPS grants and 7 AEM projects!

Agricultural Non-Point Source Grants

- Round 24, 16-1– waiting on bids for 2024 construction.
- Round 25, 16-3 – closing out paperwork, sent to our AEA, who will be here at the end of the month
- Round 26 – closing out; sending to State soon
- Round 27 – Got contract! LO contract done; he is working on bids for barnyard / manure storage, 25% received.
- Round 28 – Barnyard / Manure pit LO contract complete. Waiting for the barn to be replaced. 25% received.

- Round 29 – cancelled taking the CRF award
- CRF – awarded, 10 producers \$387,655.00; working on plan of work.
- CAFO Manure Storage Grants Round 3 – Need to figure this one out. Requesting extension.
- AEM Yr 17 – Devin and Kristin did a great job at managing these projects and moving them forward.
- AEM Yr 18 – Plan submitted; Devin is collecting applications for this round.
- WQIP Grants – working on the 2 grants for Non-Ag money from NYSDEC (1-Hydroseeding in County; 1-planning of more culvert assessments). Contracts in place for culverts; working on hydroseeding, intern for culverts.
- Rec Park Parking Lot – they have decided to forgo the Parking lot NYS DOS grant; Contract cancelled.
- Add'l. Grants/Educational Opportunities – working on finding some for district and schools and to possibly fund intern.
- Sunny View – This month salt sampling will be done in that area.
- Part C – working on projects, budgets and raise recommendations for next year. Projects: insurance, benefits, and worker's comp; will be reviewed today.
- Tree Sale – orders are coming in!
- Christmas Tree Recycling – deadline was 1/12 and we collected about 30 trees.
- Lake Champlain Basin – applying for add'l funding for staffing
- Planning – Local, State and International Envirothons has begun
- Year End Reporting – has begun, along with the Annual Report
- NYS Dept of State – working with them on some bond act \$\$ for culvert replacement; possibly \$50M in implementation with an admin fee for us
- Workshops – planning workshops and met with Cooperative Extension.
- Board Training – Need to plan; discuss later
- WQS – 3 staff will be attending; 2 free with coupons and 1 free – track chair.
- Parcel shapefile – received updated parcel shapefile, shaped with USDA
- Job Postings – Dist Tech & Intern announcement app'd: on Facebook/our website; will post on Indeed & Free Trader
- District Brochure – updating for outreach events
- SUNY Canton job fair – attending in February
- Endyne – very happy with water sampling partnership with Endyne! Their response time for projects is amazing! Life Science Labs TC/EC sampling cost is \$42 vs. Endyne's cost of \$30. They have supplied us with VA and FHA water sampling kits at a very reasonable price also!
- NARE – working on exams for our Local Envirothon.

8. **Correspondences**: Grassroots Jan/Feb 2024 Edition, 2023 Franklin County Cornell Cooperative Extension Annual Report and Broome Cty SWCD Winter/Spring Newsletter

9. **New Business**:

- Board approved to destroy records – FCSWCD Records Destructions Auth. Form #5, per NYS Archives LS-59:
Motion: 1st J. Martin: 2nd TD. Egan, all in favor, carried
- Board approved to purchase 50 Home Bacteria Water kits from American Water Services for no more than \$600:
Motion: 1st P. Lauzon: 2nd T. Derouchie, all in favor, carried
- Board approved to add/adopt FCSWCD Monthly Disbursements Policy "An availability period of revenues will be set for 30 days after the first day of the new year to coincide with tax revenues of the municipality under the modified accrual basis of accounting:
Motion: 1st D. Egan: 2nd P. Lauzon, all in favor, carried – Yes or No
- Board approved to NYS Fair Dues, when invoice is received (\$150):
Motion: 1st T. Derouchie: 2nd J. Martin, all in favor, carried
- Board approved to BYS Envirothon for 4 Counties to attend (4 x \$600, if they all go):
Motion: 1st P. Lauzon: 2nd D. Egan, all in favor, carried
- Board approved to pay for WQS Silent Raffle, not to exceed !00:
Motion: 1st D. Egan: 2nd T. Derouchie, all in favor, carried
- Board approved to pay for WQS Bucket Raffle, not to exceed \$100:
Motion: 1st T. Derouchie: 2nd J. Martin, all in favor, carried
- Board approved to pay Industrial Press \$624.00 for the 2024 Tree Sale Flyer
Motion: 1st T. Derouchie: 2nd J. Martin, all in favor, carried
- Board approved FCSWCD Annual policies after review and discussion; changes will be made:
Motion 1st T. Derouchie, 2nd D. Egan, all in favor, carried
- Board approved the following appointments:
CWICNY - C. Miller/K. Ballou
SLRWP – C. Miller
WQCC – C. Miller
NARE – All staff

FOIL/Retention Officer – D. Wright

Motion 1st J. Martin, 2nd T. Derouchie, all in favor, carried.

Scheduled Training for Board/Staff for the February meeting (Director's Role and Responsibilities)

10. **Old Business:**

11. **Next meeting will be on Tues, February 20, 2024, at 12:00 p.m. (noon)**

12. **Meeting Adjourned** at 1:45 PM

Motion: 1st P. Lauzon, 2nd J. Martin, all in favor, **carried**

Respectfully submitted,

Donna Wright / Chastity Miller
Secretary / District Manager