

FRANKLIN COUNTY SOIL & WATER CONSERVATION DISTRICT DIRECTORS' MEETING

Regular Meeting – Wednesday, January 22, 200 at 9:30 a.m.

Ag Service Center, Malone, NY

Directors:

Bill Wood
Paul Lauzon
Thomas Derouchie
Edward Lockwood

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 of December 16, 2019 was tabled until next meeting as we did not have a quorum.
2. Bill Wood welcomed Paul Lauzon and Edward Lockwood to our board representing the Franklin County Legislators. Bill, also welcomed Christopher Ballou as our newest District Technician. Both Paul, Ed and Chris expressed their pleasure to be working with all of us.
3. Current Chairman Bill Wood transferred the meeting over to Chastity at 10:00 a.m. Chastity opened the floor for the election of officers.
 - Chairman: Bill Wood nominated by 1st P. Lauzon, 2nd T. Derouchie; all in favor, **carried**.
4. Chastity transferred the meeting over to the newly nominated Chairman, B. Wood at 10:05 a.m. to continue the election of officers.
 - Vice Chairman: Ralph Child nominated by 1st P. Lauzon, 2nd E. Lockwood, all in favor, **carried**.
 - Treasurer: Thomas Derouchie nominated by 1st P. Lauzon, 2nd B. Wood, all in favor, **carried**.
 - Secretary/Assistant Treasurer: Donna Wright appointed as Secretary to the Board by Chairman B. Wood.
5. At this time, Chastity had each Board Member present sign the Oath of Office.
6. **Financial Reports:**
 - Financial Reports were reviewed and approved
1st P. Lauzon, 2nd E. Lockwood; all in favor, **carried**.
 - Abstract and Vouchers were reviewed and approved
1st T. Derouchie, 2nd P. Lauzon, all in favor, **carried**.
 - Requested permission to transfer:
 - \$225.00 from Regular Checking to T/A account for monthly employee retirement for January,
 - \$1,500.00 from Regular Checking to Retirement savings for January,
 - \$200.00 from Reg Checking to No-till for January,
 - \$24125.92 from CWICNY-WQIP to Checking to pay CWICNY invoices for: Essex, Clinton, Warren Counties.Approval requested and reviewed for all transfers to be made,
1st P. Lauzon, 2nd E. Lockwood, all in favor, **carried**.
7. **Reports**
 - NRCS –**
 - Nothing new to report this month
 - FSA –**
 - 2019& 2020 Agricultural Risk Loss Coverage (ARC)-Price Loss Coverage (PLC): 2019 election & enrollment period runs through 3/16/2020. 2020 enrollment ends 6/30/2020. This 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 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 is 2/3/2020 to purchase coverage for greens, herbs, leeks, lettuce, onions, radish, etc. Deadline is 3/15/2020 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.
- ELAP-Honey Bees: Emergency Assistance for livestock, honeybees and farm raised fish program provided emergency assistance to eligible producers who have losses of honey bees, hives, purchased feed or increased feed purchases above normal. Notice of Loss must be file within 30 days of apparent loss.
- Price Support Interest Rates for January 2020 were given.
- Farm Loan Program Interest Rates for January 2020 were given.

Ag and Markets-

- 2019 State Aid to Districts Due 2/15. All reports due to State Committee by 2/15/2020 and are available on SharePoint.
- AGNPS Round 26: \$15 Million available. Questions: to Bethany.Bzduch@agriculture.ny.gov by 3/30/2020 Applications: SharePoint by 4:30 PM 4/13/2020.
- CRF Round 5: \$4 million available. Questions to Jennifer.clifford@agriculture.ny.gov by 2/3/2020. Applications: SharePoint website by 4:30 PM 3/2/2020
- Source Water Buffer Program: \$5 million available. Questions :Bethany.Bzduch@agriculture.ny.gov
- 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>.
- SWCC Meeting: No meeting for January 2020. February meeting to be scheduled soon.
- Other Events:
 - 2020 Water Quality Symposium/NYSCDEA Annual Training Session – Crowne Plaza Hotel, Syracuse, NY, March 10th-13th, 2020. Registrations due no later than 1/31/2020.
- Other Funding:
 - Great Lakes Research Consortium Small Grants Program – up to \$25,000 for individual projects. Applications due no later than 1/24/2020. www.esf.edu/glrc
 - Five Star & Urban Waters Restoration Grant Program: \$1.5 million available. Applications due by 1/30/2020. <https://www.nfwf.org/fivestar/Pages/fivestar2020rfp.aspx>
 - Great Lakes Trash Free Waters Grants Available: About \$2 million available. Deadline 2/14/2020. Webinar or request applications: <http://www.epa.gov/great-lakes-funding/trash-free-waters-rfa>
 - Sustain Our Great Lakes 2020 Funding: Soliciting applications for funding to restore and enhance habitat in the Great Lakes basin beginning in January 2020. Request for Proposal and webinar information available at www.nfwf.org/greatlakes. Pre-proposals due 2/11/2020

Kristin (District Forester):

- AEM
 - Working on Forest Conservation Plans, site visits and assisting with Organic Maple applications.
- Meetings/Trainings/Events
 - Franklin County EAB Task Force
 - CWICNY
- Part B
 - 4 Forest Management Plans – contacting landowners for 2020 inventories.
- Part C - 2020 projects - School Funding Program \$15,000 (\$1,500/school)
 - ADK Education
 - Brushton
 - Chateaugay
 - Freedom School

- Malone Central
- P-Tech Malone
- Salmon River
- Saranac Lake
- St. Regis Falls
- Tupper Lake
- Wilder Farm
- 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)
- Rent/Utilities - \$18,300
- Cooperator's Dinner
- Sea Grant NAACC Grant 2019 – 322 assessments complete, 7 more remaining (waiting for spring as water was very deep)
- WQIP Round 12 – complete (Chas closed out)
- WQIP NAACC
- WQIP Erosion Assessments

Allycia (District Technician):

AEM:

- Round 16 Funding \$201,505 → Contract dates Jan. 1, 2020 – Dec. 31, 2021
 - Funding for full \$129,712 in technical time as well as all 4 T4 Cost-Share Implementation Grants for \$71,793
 - Money in T4 Implementation Grant will be spread over 3 watersheds
- Tier 2 Site Visit: 2 Site visits
- Tier 3a:
 - Met with producer to discuss 3a for Crop Management (hopefully funding); working on putting together 2 farmstead plans
- Tier 5a:
 - 2 Site Visits
- Organic Maple: GPS'ing main lines and taking soil samples.
- AG NPS:
 - Round 26 funding has been released; potentially putting in 3 applications.
 - 1 Soil Health, 1 Barnyard, 1 Manure Storage
- AEM Yr. 16 Grant
 - Created binders for the 4 farms. Contact written up, need 2 to come sign
 - Waiting on Contract for the state

NYS Grown & Certified: Grant money available for NYS G&C Producers

Implementation on AEM Tier 3a plans→ Potentially 2 producers interested

- \$50,000 cap per farm
- Due April 6, 2020

Conservation in the Community:

- Plain Sect Newsletter: Mailed out first week in January
- Working on invitation, invitation list, and placemats for Co-Operator's Dinner

Forestry: Went with Kristin to cut and peel sentinel trees for EAB

Christopher (District Technician)

AEM

-Attending site visits and assisting with forest management activities

Meetings/Trainings/Events

-Franklin County EAB Task Force

-CWICNY

Part C

-Assisting with EAB planning

WQIP NAACC

-Completed NAACC Online Training, prepping for fieldwork

WQIP Erosion Assessments

-Reviewing Erosion assessment information and erosion control practices.

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 Qtrly Report, Federal Tax Qtrly 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.

December/January:

- Continually adding/updating 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 December monthly reports.
- Completed Quarterly reports
- Completed the Annual Report of the Treasurer.
- Completed W2's and W3.
- Labels are printed for Tree Sale.
- 2020 Tree Sale should be mailed out this week.

8. District Managers Report:

Agricultural Non-Point Source Grants

- Round 24- Winter/no construction, site surveyed by engineer, working on plans, plans for 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.

CAFO Manure Storage Grants Round 1

- CAFO: 33 – Constable- Complete, waiting on as-builts, cancelled checks and documentation.
- CAFO 35 - Chateaugay –Engineering and planning, construction this summer.

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)
- WQIP Round 12 Hydroseeding Grant – submitted paperwork, we are on the list to review.
- FCRTA – working on ATV easements and planning. Next meeting is 2/4/2020 at 6 p.m.

- St. Lawrence Watershed Restoration plan – Progressing. About 25 people attended the 12/3/19 mtg in Gouverneur. Over 1700 responses have been received back from a survey mailed out regarding the St. Lawrence. Contract extended to March 2021. Chastity is working on the billing. Actual project to be completed by December of 2020.
- 2020 Tree Sale – Hopefully to be sent out this week/still at the printer.
- MOA with NRCS – working on feedback and have submitted a survey of responses. Manager's Mtg. in Cortland on 1/23, which should give us more information.
- Year End Reporting – Part B is complete all other reports are being worked and are almost complete.

9. **Correspondences:** Newsletters from the following SWCD's: Genesee, Schuyler, Onondaga, Suffolk, Montgomery, Rensselaer, Monroe, Delaware, Broome, Orleans, along with Forestry Notes, National Assoc. of Cons. Districts, Grassroots (Jan 2020), ARC News (Winter 2020), NYSCDEA Newsletter (Jan 2020), FRK Cty Mgr. Funding Approval. letter, FRK Cty Legislator's Appointment to our Board letter, NYACD December letter, NYACD 2020 Assessment Invoice, NYSCDEA Annual Invoice for the State Fair and the NYACD Membership Invoice.

10. **New Business:**

- NYACD 2020 Assessment Invoice for \$1500.00 – Discussed and tabled until next meeting.
- NYSCDEA Annual Invoice – State Fair Booth \$100.00 – Discussed and approved.
1st P. Lauzon, 2nd E. Lockwood, all in favor, **carried**.
- Schedule training for board and staff –the following training will be conducted at the next board meeting on February 25, 2020: Annual Sexual Harassment Training & State Aid Training, Ed Lockwood, our newest member to the Board will also have to complete the District Law Training before the next board meeting.
- Performance Measure Evaluation Worksheets -Chastity handed out to all & discussed them.
- Policies – all FCSWCD policies were discussed with only one change. Added to the Employee Manual a new law to cover employees time off to vote.
1st T. Derouchie, 2nd P. Lauzon, all in favor, **carried**
- CWICNY-WQIP Payments – Chastity requested we pay \$24, 125.92 from Checking to the following SWCD's: Essex \$3264.50 , Clinton \$1547.00, Essex \$2518.00, Warren \$ 7937.92 and Clinton 8858.50. with a balance still owing to Clinton of \$107.83. Discussed and approved.
1st P. Lauzon, 2nd E. Lockwood, all in favor, **carried**.
- PPE Hi-Visibility Gear for Christopher - Chastity requested \$500. Discussed and approved.
1st T. Derouchie, 2nd P. Lauzon, all in favor, **carried**.
- Payment of Franklin/St. Lawrence Cty SWCD Environthon registration: Chastity requested \$1000 be paid from our NARE account to NYSCDEA. Discussed and approved.
1st P. Lauzon, 2nd E. Lockwood, all in favor, **carried**.
- Water Quality Symposium Silent Raffle Chastity requested \$300. Discussed and approved.
1st E. Lockwood, 2nd P. Lauzon, all in favor, **carried**.
- Water Quality Symposium Bucket Raffle Chastity requested \$100. Discussed and approved.
1st P. Lauzon, 2nd T. Derouchie, all in favor, **carried**

11. **Old Business:**

- No Old Business to discuss

12. **Schedule for 2020 Meetings:** After discussion, we have put in place the following schedule, **subject to change:**
From November to March meeting will be held on the 4th Tuesday of each month at 9:30 a.m.
From April to October, meetings will be held on the 4th Tuesday of each month at 7:00 p.m.
Meetings will be held in the AG Service Center, Malone NY.

Next meeting will be on February 25, 2020 at 9:30 a.m. at the AG Service Center, Malone, NY.

Meeting Adjourned at 10:50 a.m.
Respectfully submitted,
Donna Wright / Chastity Miller
Secretary / District Manager