

## FRANKLIN COUNTY SOIL & WATER CONSERVATION DISTRICT DIRECTORS' MEETING

Regular Meeting – Tuesday, October 16, 2024, at 1:00 p.m. (Noon)  
FCSWCD Office, Malone, NY

### Directors:

Ralph Child  
Paul Lauzon  
Thomas Derouchie  
Dennis Egan  
Justus Martin  
Steve Gokey

### Staff

Kristin Ballou  
Devin Normandeau  
Donna Wright

1. Meeting began at 1:06 PM - Quorum present. Meeting called to order by R. Child, Chair
  2. September 17, 2024, Board meeting minutes – Discussed. Revisions are to be made; approval will be discussed at the November Board meeting.
  3. **Financial Reports:**  
Financial Reports were reviewed and approved:  
Motion: 1<sup>st</sup> P. Lauzon, 2<sup>nd</sup> D. Egan; all in favor, **carried**.  
Abstract/Vouchers were reviewed and approved.  
Motion: 1<sup>st</sup> D. Egan, 2<sup>nd</sup> T. Derouchie; all in favor, **carried**.  
Transfer of Funds were reviewed and approved for the following:  
Requested permission to transfer the following:
    - \$ 248.33 from Reg Checking to Trust/Agency account - monthly employee retirement (September 2024)
    - \$ 2,000.00 from Reg Checking to Retirement savings (November 2024)
    - \$ 225.00 from Reg Checking to Equipment (Hydroseeder use payment)
    - Motion: 1<sup>st</sup> S. Gokey, 2<sup>nd</sup> D. Egan; all in favor, **carried**.
  4. **Reports:**  
**NRCS – no report provided** (Work Cell:518-605-2508).  
**FSA**
    - Organic Certification Cost Share Program deadline to apply is 10/31/24; there will be a late file enrollment period.
    - Acreage Reporting deadline is 11/15/24.
    - Non-insured Crop Disaster Ass't Prg – Remaining deadlines to obtain coverage for 2025 growing season are:
      - 11/20/24 - berries, fruit trees, grapes and nut trees
      - 12/31/24 - honey and maple sap
      - 2/1/25 - greens, herbs, lettuce, onions
      - 3/15/25 – spring seeded fruits/vegetables, hops, pumpkins, sorghum (forage)
    - Price Support Interest Rates for October 2024 provided.
    - Farm Loan Prg. Interest Rates for October 2024 provided.
    - Farm Bill has expired; waiting on either passage of new Farm Bill or an extension. In the meantime, some programs are on hold; others are still in place. Dairy Margin Coverage is in effect through 12/31/24. Contact FSA to see what you are able to sign up for or if you need any assistance.
- NYS Ag and Markets (Ryan)**  
**NYS SWCC News**
- CRF Rd 8 Awards over \$33 Million awarded between 701 projects, w/implementation planned on 184 farms across NYS.
  - CAFO-Enhanced Nutrient & Methane Mgmt. Prg - \$14M available; applications must be submitted by 10/28-5PM
  - October SWCC Meeting – none in October; next meeting 11/12/24 beginning 10:00 AM
  - State Aid to Districts
    - 2025 Part B Conservation Project Financial Asst due 11/1/24 w/projects to be completed by 12/31/25.
    - 2024 Part C Performance Measures – make sure District is fulfilling obligations.
    - 2025 Part C Performance Measures – no changes for 2025. SWCC will analyze District's performance on 2024 reports and consider changes for 2026 after meeting for District input.
- Other Events**
- Great Lakes Action Agenda Sub-Basin Work Group Meetings-Save the Date
    - <https://dec.ny.gov/nature/waterbodies/lakes-rivers/great-lakes/action-agenda> check for all meeting dates.
    - Northeast Lake Ontario, St. Lawrence River (LOSLR) Friday, 11/15/24 1-4PM
  - 2024 SWCD Administrative Forum – Nov 18-19<sup>th</sup>, Saratoga Springs, NY

- 2024 NE Region Agribusiness & CCA Conference 11/19-20th, followed by virtual track commencing 12/10-11th.
  - NACD 2025 Annual Meeting 2/8-12, 2025 in Salt Lake City, Utah
- Funding Opportunities/
- NOAA Funding Available for Great Lakes Habitat Restoration – Applications due by 10/28/24

**Kristin (District Mgr.)**

AEM

- Working on Forest Conservation Plans
- EQIP continuing implementation; 2 properties to mark.
- Clinton Cty SWCD w/AEM Forestry assistance -2 plans for 2025
- LCBP Covered Barnyard Project – working on contractor bids.

Part B - 4 Forest Mgmt. Plans –2024/4 Forest Mgmt. Plans (Ind. contractor completed inventories)

Part C –

- 3<sup>rd</sup> Tire recycling event scheduled in Town of Chateaugay 10/30/24.
- Salt reduction: 2024 -1 application approved; 1 waiting on paperwork.

**Devin (District Technician)**

AEM

- AEM Rd 18 Tier 4 Projects
- Field assessments for CNMP completed with

AgNPS

- Rd 24, 16-1 Oakes – manure storage; fencing is ongoing; starting the close out process.
- Rd 27 Trumble – Concrete floor poured.

CAFO Papa's Dairy - manure storage; fencing is going up, hydroseeding ongoing, closing out project soon.

CRF 7 – met with most farmers for initial cover crop plan. Waiting for state contract.

CRF 8 – Awarded 1 manure injection project, cover crops and 2 CNMPs, waiting on official award letter.

No Till – sent out once.

Pt C – Presented Malone Envirothon team on Tree ID and measurements.

**Donna (Secretary to the Board)**

- Reported that Dist. Secr. laptop needed to be replaced/was approved to purchase new one earlier in the year, however while it was not useable, therefore I had nothing to use for days.
- Described briefly some procedures done daily, weekly or monthly on my report to assist the new Dist. Secr.
- Will continue performing office administrative duties as requested/required to the best of my ability as time allows; will keep operations progressing as time allows.
- Maintain all financial records, along with managing payroll and Federal/State taxes, along with processing all NYS Retirement payments and NYS Deferred Comp payments.
- Complete daily, weekly, monthly, quarterly and yearly financial reports, along with my daily tasks as time allows.
- Complete all daily banking needs and monthly bank reconciliations.
- Provided my October - December 2024 work schedule.

5. **Correspondences:** Malone Chamber of Commerce Annual Dinner & Meeting, 11/2/24 at Malone Golf Club and FC Farm Bureau 2024 Joint Annual Meeting, 10/16/24 5:30 pm at Malone Golf Course

6. **New Business:**

Board approved to:

-Modify June 18, 2024, Board Meeting minutes to include:

Effective 7/8/24, K. Ballou, now Dist. Forester, is now FCSWCD Interim Dist. Mgr., until a new Dist. Mgr. is hired.

Motion: 1<sup>st</sup> P. Lauzon, 2<sup>nd</sup> D. Egan, all in favor, Carried.

-Modify September 17, 2024, Board Meeting minutes to

1. Effective K. Ballou is to receive an add'l \$10.00 per hour as Interim Dist. Mgr. for the period 7/8-9/17/24.

2. Effective 9/18/24, K. Ballou, Interim Dist. Mgr. is now FCSWCD Dist. Mgr. at a rate of \$72,000.00 yearly, Provisional upon passing Civil Service exam. An increase of \$2,000.00 will be added to base salary upon passing the Civil Service exam.

3. Reimburse K. Ballou beginning 9/18/24 -10/18/24 from Dist. Forester pay rate to Dist. Mgr. pay rate listed above, which will be completed in the next pay period to be completed on 10/23/24 and paid out on 10/30/24.

Motion: 1<sup>st</sup> P. Lauzon; 2<sup>nd</sup> D. Egan, S. Gokey abstained, all in favor, carried

Board approved **to advertise for District Technician position at a rate of \$40,000 to \$44,000, provisional upon passing the Civil Service exam:**

Motion: 1<sup>st</sup> P. Lauzon; 2<sup>nd</sup> T. Derouchie, all in favor, carried

Board approved to **pay Jeffery Guerard, Ind. Contractor for back Forest Mgmt. inventories for a total of 97.5 hours at \$30/per hour and discussed and approved to reimburse Jeffery Guerard for hours worked to follow the signed contract, per Dist. Mgr. between Board Meetings:**

Motion: 1<sup>st</sup> S. Gokey; 2<sup>nd</sup> D. Egan, all in favor, carried

Board approved **2025 Part B request, that was tabled last month totaling \$6,000 to be used for Forest Mgmt. Plans:**

Motion: 1<sup>st</sup> P. Lauzon; 2<sup>nd</sup> J. Martin, all in favor, carried

Board **approved Annual Plan of Work 2025 with Board member S. Gokey asking to add Mining Projects back into it.**

Motion: 1<sup>st</sup> P. Lauzon; 2<sup>nd</sup> T. Derouchie, all in favor, carried

Board approved **Dist. Mgr. to attend upcoming Admin Conference:**

Motion: 1<sup>st</sup> S. Gokey; 2<sup>nd</sup> P. Lauzon, all in favor, carried

Board approved **Dist. Mgr. and a Board Member to attend the upcoming Manager's Meeting 12/3 & 12/4 (no cost):**

Motion: 1<sup>st</sup> D. Egan; 2<sup>nd</sup> P. Lauzon, all in favor, carried

Board approved **Dist. Mgr. list request District titles be considered for HELPS program:**

Motion: 1<sup>st</sup> D. Egan; 2<sup>nd</sup> P. Lauzon, all in favor, carried

Board approved to **add new Dist. Mgr. to all Community Bank, bank accounts, when time is available:**

Motion: 1<sup>st</sup> J. Martin; 2<sup>nd</sup> D. Egan, all in favor, carried

Board approved to **pay Vermont Wildflower Farm \$1,990.60 for 2025 Tree Sale invoice:**

Motion: 1<sup>st</sup> P. Lauzon; 2<sup>nd</sup> T. Derouchie, all in favor, carried

Board approved **to pay Ronald DeBeer Seeds & Spraying for 1200 lbs. Conservation mix (48 bags/25 lb. ea.):**

Motion: 1<sup>st</sup> T. Derouchie; 2<sup>nd</sup> S. Gokey, all in favor, carried

Board approved **hiring someone to write a CNMP for no more than \$4,000.00 and to use Part C funds:**

Motion: 1<sup>st</sup> S. Gokey; 2<sup>nd</sup> D. Egan, all in favor, carried

Board approved **to hire someone to write a CNMP for no more than \$4,000.00 and to use AEM Tech funds:**

Motion: 1<sup>st</sup> S. Gokey; 2<sup>nd</sup> D. Egan, all in favor, carried

Board approved **MOU between FCSWCD & Clinton County SWCD:**

Motion: 1<sup>st</sup> P. Lauzon; 2<sup>nd</sup> T. Derouchie, all in favor, carried

Board approved **RRAMP & Forest Rds. 1 payment to Clinton Cty SWCD, not to exceed \$17,000.00.**

Motion: 1<sup>st</sup> P. Lauzon; 2<sup>nd</sup> D. Egan, all in favor, carried

Board approved the **transfer of \$17,000.00 from RRAMP & Forest Rds. 1 to Checking account to make payment:**

Motion: 1<sup>st</sup> S. Gokey; 2<sup>nd</sup> P. Lauzon, all in favor, carried

**No action taken but discussed:**

The possible need for concrete curbs in the front parking lot so no one would go over the little hill towards the Bowling Alley LP fuel tanks. P. Lauzon was going to talk to the FC Hwy Dept. Also discussed was the removal of the tree out front of the office and after discussion board members asked Dist. Mgr. to talk to Franklin County Departments.

7. **Executive Session:**

3:07 PM The Board went into Executive Session to discuss Personnel matters.

Motion: 1<sup>st</sup> P. Lauzon; 2<sup>nd</sup> D. Egan

4:30 PM The Board came out of Executive Session

Motion: 1<sup>st</sup> P. Lauzon; 2<sup>nd</sup> T. Derouchie

8. **Next meeting will be on Wednesday, November 13, 2024, at 9:00 AM**

9. **Meeting Adjourned** at 4:31 PM - Motion: 1<sup>st</sup> P. Lauzon; 2<sup>nd</sup> S. Gokey, all in favor, carried.

Respectfully submitted,  
Donna Wright 6  
District Secretary