

FRANKLIN COUNTY SOIL & WATER CONSERVATION DISTRICT DIRECTORS' MEETING

Regular Meeting – Monday, October 26, 2020 at 7:00 p.m.
FCSWCD Office, Malone, NY

Directors:

Bill Wood
Ralph Child
Paul Lauzon
Thomas Derouchie
Steve Gokey
Edward Lockwood (via Zoom)

Staff:

Chastity Miller
Donna Wright
Christopher Ballou (via Zoom)
Kristin Ballou (via Zoom)
Allycia Foote (via Zoom)
Ryan Cunningham (via Zoom)

1. Meeting began at 7:03 p.m. - Quorum present. Meeting called to order by Bill Wood.
2. August 24, 2020 revised board meeting minutes approved. Only change from previous meeting was an incorrect date. 1st S. Gokey, 2nd P. Lauzon, all in favor, **carried**.
September 28, 2020 board meeting minutes approved. 1st S. Gokey, 2nd R. Child, all in favor, carried.
3. **Financial Reports (Donna):**
Financial Reports were reviewed and approved: 1st P. Lauzon, 2nd R. Child; all in favor, **carried**.
Abstract and Vouchers: were reviewed and approved: 1st R. Child, 2nd S. Gokey; all in favor, **carried**.
Transfers were reviewed and then approved for the following: Requested permission to transfer the following for the month of July:
 - \$342.70 from Reg Checking to T/A account for monthly employee retirement;
 - \$1,500.00 from Regular Checking to Retirement savings,
 - \$287.00 from Checking to No-Till,
 - \$1020.00 from Checking to Equipment/Hydroseeder
 - \$27,583.96 from Checking to CWICNY-20181st P. Lauzon, 2nd T. Derouchie, all in favor, **carried**.
4. **Reports (Chastity):**
NRCS
FY 2020 EQIP Funding- surveys being set up for applications funded during past round. Hopeful to have engineering completed over the winter so projects can begin in the spring
FY 2021 EQIP- 19 applications in Franklin County. 67 total applications for Clinton, Essex and Franklin team.
Ongoing Projects- Manure storage currently under construction in Burke.
WRE -Restoration ongoing for easement in Bombay and plan to be completed this year. Compatible Use Agreements are being re-evaluated for a few sites; updates are needed.
Food Security Act -Continuing to work on HEL and Wetland 1026's as they come in. Soil Scientist has changed plans and won't be coming until Spring for the 569's
FSA
Coronavirus Food Assistance Program (CFAP) 2.0-Signup runs through December 11th. Producers are encouraged to call FSA for more details as there is a very large listing of eligible crops, also see listing on farmers.gov/cfap.
Dairy Margin Coverage-Signup ends December 11th
Agricultural Risk Coverage (ARC)/Price Loss Coverage (PLC)-Signup until March 15, 2021. Producers can opt to change program election on an annual basis to ARC-County, ARC-Individual or PLC
Organic Certification Cost Share Program (OCCSP) -Signup continues. Cost-share rate is 50% or up to \$500 per scope/category of the eligible expenses. Scopes include: crops, wild crops, livestock and processing/handling.
Non-insured Crop Disaster Assistance Program- Deadline to obtain 2021 Coverage listed below:
 - November 20-Fruit Trees, Nut Trees, Perennial Crops
 - December 31-Honey & Maple SapPrice Support Interest Rates for October 2020 were given.
Farm Loan Program Interest Rates for October 2020 were given.

FSA is now in Phase 2 of the USDA re-opening plan, which allows them to have one producer in the office at a time, by appointment only. A mask must be worn and you must meet the health & travel screening criteria. They are still doing as much as possible by phone, mail and email. Please call FSA if you have any questions.

NYS Ag and Markets

Suspension of In-Person Meeting Requirements- the Governor has extended suspension of in-person meeting requirements of Open Meetings Law until 11/3/2020. If your SWCD does indeed plan to continue with board meetings in some sort of "remote" fashion, please pay attention to the added requirements of meeting recording and transcription, if applicable.

NYS SWCC News:

- 2020 NY AEM Leopold Conservation Award-Sang Lee Farms of Peconic was selected
- SWCC Meeting was on 10/20 at 9:30 a.m. via Webex.
- 2021 Annual Plan of Work (APOW) deadline for submitting is 11/1/2020
- AEM 5 Year Strategy (2021-2025) reminder now is the time to begin working on this strategy. Submit to State Committee anytime between now and 12/31/2020. Information can be found:

State Aid to Districts.

- 2021 Part B Conservation Project Financial Assistance proposals due 11/1. Funds will be dispersed December 2020/projects are to be completed by 12/31/2021. Submit to ben.luskin@agriculture.ny.gov
- 2020 Part C Performance Measures check to make sure your District is fulfilling obligations for meetings, training plans, etc., to be able to earn all funds available. Modifications to Performance Measures were made earlier due to COVID-19.

Conservation Reserve Enhancement Program Materials (CREP)-Info on **CREP page** on Sharepoint under Resources for Districts and Other Resources.

SWCC Program Interim Reports- Due by November 1st

Source Water Buffer Program: \$5 million available. bethanybzduch@agriculture.ny.gov Share Point:

5. **Kristin (District Forester)**

AEM

- Working on Forest Conservation Plans – 7 completed since February 2020, 3 inventories complete working on plans over the coming months, 1 more inventory for 2020
- Beginning implementation of plans with EQIP funding
- Meeting with more producers with maple operations interested in this program
- Assisting Clinton County SWCD with AEM Forestry

Meetings/Trainings/Events

- NYLT Webinars

Hydroseeders-cleaned and put away for the winter

No-till – 241.5 acres planted so far this year & the list has already started for 2021

Part B – 4 Forest Management Plans – All 4 inventories complete, 2 plans complete & signed by landowners, 2 inventories complete, plans to be completed in November

Part C - 2020 projects

- School Funding Program-
 - Brushton – generator & tubing supplies for maple operation - complete
 - Chateaugay – raised bed gardens
 - Malone Central – backed out due to COVID and virtual learning
 - Saranac Lake – backed out due to COVID and virtual learning
 - Tupper Lake – Elementary Schoolwide Community Garden Project - complete
 - Wilder Farm – Virtual Tour (Switched project)
- EAB Monitoring and assessments – Planning is now beginning for 2021 monitoring and contacting landowners in affected areas. Virtual meeting with APHIS, USFS and other partners

Sea Grant NAACC Grant 2019 – 332 assessments complete –final report has been submitted, waiting on final closeout

WQIP NAACC –contract received, signed and assessments are underway

WQIP Erosion Assessments – contract received, signed and assessments are underway

NAACC-over 50 culvert assessments have been done recently and we will continue until the weather doesn't allow us

Allycia (District Technician):

AEM

- Tier 3a: 1 grazing plan
- Tier 5a: 1 Site visit

- Tier 5b: updating 1 grazing plan
- AEM Strategy: Due 12/31/2020
- AEM Yr. 16 Grant: Nothing has changed (1 done/working on another one)
- Ag NPS Round 26: Waiting for an official ranked list
- Ag NPS Round 27: Talking about applications

NYS Grown & Certified: Waiting on an official ranked list. Reached out to Michelle Capone/DANC, no word on \$ for 2020

Conservation in the Community: 10/13 Potsdam Presentation, Stream Crossing Permit

Training/Workshop: CAA classes

Hydroseeding: Helped Kristin and Chris at Bilow's, done for the season

NAACC: Started culvert assessing

Invasive Species Monitoring: applied for funding for monitoring Purple Loosestrife in Lake Clear and tributary to Upper Saranac Lake (~\$12,000) through Lake Champlain Basin Program

Christopher (District Technician)

AEM - Attended site visits and assisting with forest management activities,

Administration & Grants- Town of Franklin culvert measurements for possible engineering for grant

Sea Grant NAACC- Final report submitted, meeting with municipalities where culvert surveys are completed & discussing information that is in the report & priority areas for future grant applications.

WQIP Erosion Assessments- Reviewing Erosion assessment information & erosion control practices, prepping for fieldwork, contracts are signed and we have started the fieldwork.

Hydroseeding- Completed for the year

Donna (Secretary to the Board)

- Quarterly - NYS Quarterly Report, Federal Quarterly Report, Worker's Compensation Report
- Yearly Requirements - Disability Insurance /pay August, complete Excellus Annual Group Report/September, NYS Retirement Annual Invoice/pd in December to obtain discount., January: Treasurer's Report, Hourly Report, W2's, W3's
- Done throughout the Month:
 - Weekly - Payroll and Deferred Compensation are submitted, Employee Timesheet worksheet
 - Monthly-
 - Complete required reports: NYS Taxes, NYS Retirement, Federal Taxes
 - Board Meeting:
 - ❖ Run reports/review with Chas
 - ❖ Mail Agenda & reports to Board Member/email to other required people
 - ❖ Prepare Binders and gather all needed for meeting
 - ❖ Take minutes at Board Meeting, then prepare minutes for board review at next meeting
 - ❖ Post approved minutes to Website.
 - Reconcile all bank accounts then scan to statements, reconciliations and monthly Trial Balance to FC offices as required
 - Add/update mailing list.
 - Assist people who come into our office/answer main phone line assisting all to the best of my ability
 - Assist staff, when needed.
 - Make regular bank deposits.
 - Post all entries in Quickbooks.
 - Update the Secretary Manual, as needed

August 24th – September 28th (additionally done)- Continue to make entries COVID-19 log, Continue to follow COVID guidelines, Mailed 2020 Newsletter on 10/13/2020, Prepared a resolution for Board to adopt for NYS Records Retention Schedule LGS-1, Prepared a Records Destruction Authorization Form for Bill to approve and sign for destruction of records, with only about one more drawer to complete and Water and soil questions were a little less this month, but still had plenty

6. District Managers Report: (Chastity)

Agricultural Non-Point Source Grants

- Round 24, 16-1– Working on engineering plans, Finished his other pit.
- Round 24, 16-2– Project has started! Looks great and actual storage may be done by end of October, once done then will start on the transfer system
- Round 25, 16-3 – All set to go, need contract signatures from LO.
- Round 25, 16-1 – 2020 good, made request for 65% of year 1 cover crop \$.
- Round 26 – 3 Hoping for ratings in September/have preliminary list.

- Barnyard and Manure Storages in Dickinson,
- Cover Crops,
- Barnyard in North Bangor.

CAFO Manure Storage Grants Round 1 - CAFO 35 – Chateaugay, Done-working on closeout documents

CAFO Manure Storage Grants Round 3 - Round 3- All ready to go, waiting on construction.

WQIP Planning – Culvert Assessment & RRAMP got contracts from NYS DEC culvert surveying has begun!

CWICNY WQIP Grant: working w/CWICNY on grant for implementation of Non-Ag projects within Lake Champlain Basin in 5 counties. We are the grant administration. Working on tightening up the process and the info on this one. Just submitted another billing, so we are waiting on 2 payments.

FCRTA- working on ATV easements/planning and we've found a way across RT 11. Dave marked them for NYSDOT to check sight line and DOT is still working on identifying these locations as potential crossings. We are still working on the GEIS & actually making headway. Next meeting is November 2nd.

SLRWP- progressing & we have a draft plan w/an implementation plan. Contract extended to March 2021 w/actual project completed by December 2020. 3rd & final public meeting was on Sept 16th via WEBEX. Documents are under review & I am working on an amendment to utilize more match & also a 3rd billing.

FSCWSC Office is open, however USDA side (NRCS/FSA) are still under Phase 2, meeting by appointments only.

NYACD Annual Meeting-Chas attended meeting via Zoom last Wednesday, 10/21. It was great, well attended and ran pretty smoothly.

Board Member needed-Chas reminded the Board that we are still searching for applications for the vacant spot on our Board. She has posted it on our website and on Facebook. It also was published in our recent newsletter.

7. **Correspondences**: Grassroots-October 2020 Edition & Franklin County Farm Bureau Annal Newsletter

8. **New Business**:

- Donna requested \$99.00 to pay Farm Bureau Annual Membership for 2021 Discussed and approved, 1st P. Lauzon; 2nd T Derouchie all in favor, **carried**.
- Chastity discussed the Annual Plan of Work with minor changes which needs to be submitted by 11/1/2020 Discussed and approved- 1st T. Derouchie, 2nd S. Gokey, all in favor, **carried**.
- Chastity requested to pay: \$5,961.00 for 100 acres completed from Rd 25 Cover Crops and \$1,788.30 for 30 acres completed from Rd 25 Cover Crops. Discussed and approved, 1st T. Derouchie, 2nd P. Lauzon, all in favor, S. Gokey abstained, **carried**.
- Chastity requested when payment of \$6,557.10 is received from NYS Ag & Markets for the 65% Yr-1 CC to transfer it from the checking account to Rd 25 CC account. Discussed and approved 1st P. Lauzon, 2nd T. Derouchie, all in favor, **carried**.

9. **Old Business**:

Chastity brought up with the Board Members the FCSW Chain Saw Safety Policy that was given to them at the last board meeting and also mailed to them for their review. Discussed and approved 1st T. Derouchie, 2nd P. Lauzon, all in favor, **carried**.

10. **Next meeting will be on Monday, November 30, 2020 at 10.00 a.m.** in the AG Service Center, Malone, NY.

11. **Meeting Adjourned** at 8:00 p.m. 1st P. Lauzon, 2nd S. Gokey, all in favor, **carried**

Respectfully submitted,

Donna Wright / Chastity Miller
Secretary / District Manager