

Washington County Soil & Water Conservation District

Minutes of Regular Meeting -September 7, 2022

Attending:

Board Members

John Rieger, Chairman
Jay Skellie, Director
John Dickinson, Director
Kate Ziehm, Director

Staff Members

Corrina Aldrich, District Manager
Lori Sheehan, Office Manager
Bob Kalbfliesh, District Technician
Lyndsy Hilder, District Technician

Others

Ryan Cunningham, NYS-SWCC
Aaron Gabriel, Cornell Cooperative Extension
Dave Holck, Farm Service Agency

1. Call to order at 10:09 a.m. by Chairman Rieger.
2. Minutes: **Motion** by Ziehm/Dickinson to approve the minutes of the last meeting. **Unanimously carried.**
3. Treasurer's Report: After review and approval of the finances, **Motion** by Ziehm/Dickinson to approve the Treasurer's Report (as a whole) for July & August 2022 and to pay bills as presented. **Unanimously carried.** (Attachment)
4. Agency & Staff Reports:
 - A. Farm Service Agency: GovDelivery Bulletin distributed and reviewed by Holck
 - B. Cornell Cooperative Extension: Verbal Report by Gabriel
 - C. District Manager: Verbal Report by Aldrich
 - D. District Technician: Attachment, reviewed by Kalbfliesh
 - E. District Technician: Attachment, submitted by Luke
 - F. District Technician: Attachment, reviewed by Hilder
 - G. NYS-SWCC Report: Attachment, reviewed by Cunningham
5. New Business:
 - A. **Motion** by Dickinson/Ziehm to cancel the following Cooperators: Roy Esiason, Drexel Frye, Richard Armstrong, Jonathan Aubin, Daniel Crouse, Steve Cullinan, Peter Gregory, David Hamilton, David Hibbeln, Karen Kennedy, Richard McCarthy, David Owen, David Proulx, Quincy Farm, Steve Sanford. **Unanimously carried.**
 - B. **Motion** by Dickinson/Skellie to approve disbursement of Part C Funds to reimburse District for staff hours earned (\$25,000). **Unanimously carried.**
 - C. **Motion** by Dickinson/Ziehm to approve disbursement of Part C Funds to Trout Unlimited (\$30,000) for the Battenkill Watershed Habitat Restoration Projects. **Skellie abstained/carried.**
 - D. **Motion** by Skellie/Dickinson to approve the following for CAFO Round 3 Twin Brooks Farm Contract #C012094. **Unanimously carried.**
 - Twin Brooks Farm BMP Payment (\$46,223.84)
 - Reimburse Washington County SWCD for Personal Services Earned (\$10,000)
 - Close grant checking account
 - E. **Motion** by Dickinson/Skellie to approve staff to attend Conservation Skills Workshop (\$30/per person). **Unanimously carried.**

- F. **Motion** by Dickinson/Ziehm to approve CRF Interseeder Green deposit check to Fennig Equipment (\$11,550) for Interseeder Purchase. **Unanimously carried.**
 - G. **Motion** by Skellie/Ziehm to approve Kathleen Suozzo, P.E. engineering invoice (\$1,994) for consulting services in preparation for CRF Round 6 RFP John Beavers Project. **Unanimously carried.**
 - H. **Motion** by Ziehm/Dickinson to table motion until next meeting to amend policy on Additional Vacation Leave (5 days) at 25, 30, 35 & 40 years of service. **Unanimously carried.**
 - I. **Motion** by Dickinson/Skellie to approve purchase of mulch for hydroseeder for the NYS-DEC WQIP Round 15 Upper Hudson River Roadside Erosion Remediation grant. **Unanimously carried.**
 - J. **Motion** by Skellie/Ziehm to approve purchase of educational materials (reference books) for BOCES (est. \$600) . **Unanimously carried.**
 - K. **Motion** by Skellie/Dickinson to approve the 2023 Budget. **Unanimously carried.**
6. The next Board meeting will be held on October 19, 2022 at 10:00 a.m.
7. **Motion** by Ziehm/Skellie to adjourn the meeting at 11:50 a.m. **Unanimously carried.**

Lori Sheehan, Secretary

Director

Reports Attached: *Treasurer Report, District Technicians Reports, NYS-SWCC Report*

Technician's Report: Bob Kalbfliesh – 09/07/2022

AEM:

I have completed Tier's I and II with the following:

- Bert Davis – Blue Moon Lamb Farm
- Lee Hennessy – Moxie Ridge Farm
- Darrin Tyler – Rollin Hills, LLC

Tier 3A Plan – I am working on Hicks Orchard's AEM Tier 3A Plan to include possible alternatives to the apple waste entering the septic system.

Grants:

- Round 24 Walkers – I attended a pre-construction meeting for the covered barnyard BMP.
- Round 24 Marns – Aaron Weiss has completed the as-built. He has not certified the milkhouse / parlor drain yet. There are some clogging issues with the drain.

No-Till Drill: Recent Rentals

- Josh Boyden (Elm Spring Farm)
- Pat Kilcoyne
- Nate Mattison
- Matt Fullerton

Interseeder (CRF Round 5 Grant): The Interseeder from Fenning Equipment down payment has been sent.

Meetings Attended & Planned:

Empire Farm Days – 8/4

Washington County Fair Booth – 8/24

CAFO Update Webinar – 8/30

Summer Field Day, Whiting, VT – 9/8

Technician's Report - Amber Luke - September 7, 2022

Ag Non-Point Source-

- Round 24-
 - Walkers- Attended a pre-construction meeting onsite on 8/15/2022. The plan is to start construction beginning of September. Either Bob or I will be checking in with the farm and contractor as construction begins.
- Round 28-
 - Kenyon Hill- Waiting to hear an official announcement on funding awarded.

Climate Resilient Farming (CRF)-

- Round 6-
 - Waiting to hear an official award announcement!

CAFO Waste Storage and Transfer-

- Round 1-
 - Kenyon Hill. We are making progress. Nearly all the wall has been backfilled up to about 3 to 4 ft. from the top of the 16 ft. wall. I met with the engineer, Mike Nolan and Kent Foster on Friday 8/19/22 to go over what still needed to be done. Patrick did know that Jeff Wilson (engineer) would be on site this day and he did not show up. Kent Foster has started to backfill the exterior ramp portion to get that ready for rebar placement. Patrick has been sort of MIA lately. I have tried to contact him multiple times to try to get an anticipated timeline from him. Kent Foster is getting frustrated with having to bring equipment in then needing to stop work due to waiting for Patrick. I have been going onsite frequently. Shaping and grading has been completed around the Northern side of the manure storage. The ramp has been backfilled and site preparations are being made for the pumping pad. All that is left to be done is the ramp, pumping pads, backfilling, and seeding and mulching. I am doing my best to keep the project moving along but keeping everyone in the loop with weekly updates and texts to everyone involved! I do not have a timeline for when the project is going to be done but realistically, I am looking at end of October at this point in time.

AEM-

- REPORTING: I have sent out emails requesting AEM hours quarterly throughout the year. (5 times). I have asked nicely and now I am getting frustrated because I am wasting my time trying to stay on top of reporting if no one is going to do it. I am requesting hours quarterly to stay on top of budgeting and the goals we set forth in the beginning of the AEM year. This will help me to better direct staff as to what goals still need to be met. I am asking for hours to be filled out in the form of the AEM excel spreadsheet that is provided to each district by the state. These spreadsheets are already set up and are fillable to make it easier for districts to use. ELECTRONIC time sheets are required by the state for AEM reporting! In the past we have gotten away with submitting paper time logs but there is no reason that we should be doing this if we are filling out our timesheets as we go! I will not be submitting paper copies when reporting comes around and I do not want to be filling in other staff members electronic time logs! What is filled out electronically is what will be submitted. *(Still waiting on 2 employees to start filling out their respective time logs).*

- **REPORTING TO DATE:** As of 8/19/2022 we have earned only ~\$6,500 (according to the AEM time logs filled out to date)! We applied for \$150,000 in technical assistance (and \$5,000 in soil testing). Lori has budgeted \$60,00 for Year 1 and \$90,000 for Year 2. We applied for option C in our AEM Action plan (you need a CCA or Certified Planner on Staff) which allows up to \$180,000 in funding but if we are not earning the allowed amount for Option A (\$140,00) we may need to revisit our AEM program goals. SOIL TESTING MONEY is ONLY reimbursed to the district as a part of planning! *According to Lori's Performance Measure Time Sheet we have earned a total of \$26,400 (which is still short of our goal) but without the AEM time logs filled out all this time cannot be claimed...that is why it is important to fill out the AEM time logs!*
- Scheduled two Tier 2 visits. One with Hunter Sutherland on September 22, 2022, and one with Rachel Costello on September 19, 2022. Working on organizing AEM participant folders!
- I have been working on Tier 3A plans for Ghost Light Farm and Maple Grove Farm.
- Lainey and I completed a 5B site visit and necessary form for Walkers.

Hydroseeding:

- I am trying to be available to help Lyndsy hydroseed as much as possible. The roadside erosion grant that we are working on ends at the end of the year, so we are trying to get as much done as possible. We hydroseeded with the town of Argyle on 8/16/22.
- We still have a lot of money available, but we are unsure if we will be able to use it all. ~\$50,000 in supplies and \$4,000 in staff time.

Municipal Assistance:

- I assisted the town of Granville with the survey, design and layout of a ditch line that caused water issues on school athletic fields and neighboring properties. I surveyed the ditch line with the help of the interns in late July. Then I reduced the survey and drew up what was existing and what I thought should be done to help keep water moving. The design was then emailed to the town.

Trainings/Meetings Attending or Attended-

- Upper Hudson Meeting attended 9/8/22
- Silvopasture Tour - Watkins Glen, NY 9/15/22-9/16/22. Paid for by NYS CDEA.
- CAFO Permit Updates Webinar - Attended 8/30/22

Miscellaneous

- Bank Reconciliations
- I have been fielding calls about the Septic Program almost daily.
- I helped Lyndsy work with IT to regain access to the federal system. She got locked out due to needing being set to a 90 password. I worked with IT to get this corrected so that Lyndsy will not need to change her password every 90 days.

Technician's Report: Lyndsy Hilder - September 7, 2022

- **Grants and Projects:**
 - **Part B Projects:**
 - Manure Safety Course: Flyers were put out at the fair booth as we get closer to the date of this training. We have been trying to get the word out to more people and hopefully have a good turnout at Ideal Dairy on Friday, October 7th, including local volunteer fire fighters and first responders.
 - **CAFO Waste Storage and Transfer:**
 - **Round 1:**
 - Kenyon Hill: Amber and I have been on multiple site visits to stay up to date on any updates with things being done on site. We have been in contact with the contractor, the farm and the engineer but some are not on the same page, and we are waiting for the contractor to finish up with the ramp and fix some things along the wall.
 - **NYS-DEC WQIP:**
 - The interns and I were able to get some areas done before they left for college, including Argyle, Salem, and Hebron, and I have been working with Amber and the town guys on getting more hydroseeding done before the season is over.
 - **AEM:**
 - I have been assisting with some Tier 1 forms as well as getting ready for and setting up Tier 2 visits. I have done soil sampling on multiple farms for the AEM process. AEM outreach has been important as AEM was included in our fair booth this year for soil health.
- **Workshops and Meetings Attended:**
 - TRORC Wetland Restoration Workshop: Attended July 14th, 2022
 - Rural Roads Active Management Training: Attended July 19th, 2022
 - CWICNY meeting: Attended July 21st, 2022
 - Washington County Sportsman Federation Meeting: Attended July 27th, 2022
 - Electrofishing with NYS DEC: Attended August 9th, 2022
 - Highway Association Meeting: Attended September 1st, 2022
- **SWCD Projects:**
 - **Tree and Shrub Program:** I have been updating the order form as well as the schedule for this year's sale. I have been working on the Square website as well to make sure that everything is set based on what we were able to order from Alpha Nurseries.
 - **Fair Booth:** I was in charge of the fair booth again this year, with the help of everyone we decided on soil health being the theme this year. The interns assisted with making some of the posters as well as creating the fish tank soil profile. I was able to have plenty of information involving soil health as well as have visuals that assisted in getting the attention of the public and helping them understand what soil health means.

Submitted by: Ryan Cunningham – Region 4 Associate Environmental Analyst

- **General Updates**

Suspension of In-Person Meeting Requirement: The Governor has extended the State of Emergency for New York and in turn has continued the suspension of in-person meeting requirements of Open Meetings Law through **September 12th, 2022**. <https://www.governor.ny.gov/executive-order/no-117-declaring-disaster-emergency-state-new-york> Therefore, public bodies are still able to meet and take such action authorized by law without permitting in-person access to meetings. Meetings may be held by videoconference, provided that the public can view or listen to such proceedings, meetings are recorded and posted within 5 business days, and that recordings are transcribed upon request. Members must be visible on camera and have their first and last name displayed.

- **NYS SWCC News**

New SWCC Program Analyst: Please join us in welcoming Tyler Knapp to the SWCC as our new Program Analyst! Tyler comes to us from Cayuga County SWCD, where he worked as a Watershed Conservation Specialist focused on the management of their AEM program and development and implementation of a centralized database utilized by all staff. In his new position, Tyler will be providing program and data analysis/GIS support to the SWCC and Division of Land & Water Resources. Please feel free to reach out to Tyler at tyler.knapp@agriculture.ny.gov, Cell: (315) 730-0880

September SWCC Meeting & Conservation Tour: A special meeting of the NYS Soil & Water Conservation Committee will be held on **September 20th, 2022** in Queensbury, Warren County. The morning will start with a regular business meeting at 9:00am at SUNY Adirondack, followed by a presentation and tour by the college with highlights of the agricultural business program. The afternoon will include tour stops in Queensbury and nearby Glens Falls. **Please save the date and RSVP to Abigail Edwards, Abigail.edwards@agriculture.ny.gov by Friday September 9th, COB, so that we can obtain an accurate head count for lunch and transportation.** The State Committee meeting agenda, maps and other information will be sent shortly.

Funding Opportunity - Implementation of AEM on NYS Grown & Certified Farms: Funding in the amount of \$1.4 Million is available for the Implementation of AEM Plans on farms enrolled in the NYS G&C program or farms that provide commodities to NYS G&C processors. The maximum award level is \$50,000 per farm application. Questions about the funding opportunity must be submitted in writing to Lauren.Prezorski@agriculture.ny.gov no later than **October 7th, 2022**. Applications must be submitted through Grants Gateway by **4PM on October 24th, 2022**. <https://agriculture.ny.gov/rfp-0279-implementation-agricultural-environmental-management-plans-new-york-state-grown-certified>

For those interested in learning more, the SWCC will host a webinar on **Wednesday, September 7th at 10am**. This webinar will review program requirements, Grants Gateway and completing the application. For those that cannot attend, the webinar will be recorded and posted with the Q&A document on the Department website and directly on Grants Gateway. Webinar details will be available shortly.

2023 Annual Plan of Work (APOW): It's time to start updating your APOW for 2022. The deadline for submittal to your AEA is November 1, 2022. This will allow time to review, provide feedback, and recommend to the SWCC for approval by the end of the calendar year. Please don't hesitate to discuss with your Regional AEA if there are any questions or concerns.

- **State Aid to Districts:**

- **2023 Part B Conservation Project Financial Assistance** – Part B proposals are Due November 1, 2022. Projects are to be completed by December 31, 2023. Part B requests should be submitted via email to ben.luskin@agriculture.ny.gov.

- **2022 Part C Performance Measures** - As for Performance Measures, the end of the year is rapidly approaching and SWCDs should be checking to make sure that your District is fulfilling their obligations for meetings, training, training plans, etc., to be able to earn all the funds that will be available. Please contact your Regional AEA with any specific questions that you may have.

Other Events

2022 CDEA Administrative Conference: The New York State Conservation District Employee Association (NYSCDEA) is happy to announce the 2022 Administrative Conference! The conference will convene on **September 20 & 21, 2022**, at the DoubleTree by Hilton Syracuse, 6301 State Route 298, East Syracuse, NY. Cost is \$75 per person includes meals and hotel accommodations and the deadline to register is **September 6th**. Registration info found here: <https://forms.gle/ypbC37RoNjKKGvN47>

Conservation Skills Workshop: The registration for the 2022 Conservation Skills Workshop is now out! Conservation Skills Workshop will be held **September 26th – 29th** in Cortland, NY. This year's registration rate is \$30 per person. For more information about course offerings, please visit, <https://www.nyscdea.com/training-sessions/>. Register at, <https://forms.gle/VF8znyVgrv2FKRNx9> by the **September 9th** deadline.

FEMA Summer Engagement Series Webinar - Using Grant Funding to Build Resilience: October 4th 2022, 2:00pm to 3:00pm. This webinar will provide information and an overview to applicants and sub-applicants on how to develop and submit applications for the Federal Emergency Management Agency's (FEMA's) Hazard Mitigation Grant Program (HMGP). For more information and to register, visit https://femacqpub1.connectsolutions.com/content/connect/c1/7/en/events/event/shared/200544844/event_landing.htm?scoid=232094751