

# Washington County Soil & Water Conservation District

Minutes of Regular Meeting - January 26, 2023

## Attending:

John Rieger, Chairman  
Kate Ziehm, Treasurer  
Jay Skellie, Director  
Cassie Fedler, Director

## Others:

Dave Holck, Farm Service Agency (FSA)  
Aaron Gabriel, Cornell Cooperative Extension (CCE)

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

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Call to order at 10:05 a.m. by Chairman Rieger.

At 10:06 a.m. Chairman Rieger turned the meeting over to Sheehan to call for election of the Chairman of the Board.

## Organizational Business:

Sheehan called for nominations from the Board for Chairman.

**Motion** by Fedler/Skellie to elect John Rieger Chairman of the SWCD Board of Directors. **Unanimously carried.**

At 10:07 a.m. after election of Board Chairman, Sheehan turned the meeting over to Chairman Rieger to chair the remainder of the meeting and election of officers.

**Motion** by Skellie/Fedler to elect John Dickinson as Vice-Chairman of the SWCD Board of Directors. **Unanimously carried.**

**Motion** by Skellie/Fedler to elect Catherine Ziehm as Treasurer of the SWCD Board of Directors. **Unanimously carried.**

**Motion** by Skellie/Ziehm to appoint Lori Sheehan as Secretary/Assistant Treasurer of the SWCD Board of Directors. **Unanimously carried.**

**Motion** by Fedler/Skellie to appoint Lyndsy Hilder as Chairman (Jacob Fetterman of Trout Unlimited as Alternate) of the Water Quality Coordinating Committee (WQCC). **Unanimously carried.**

**Motion** by Ziehm/Fedler to appoint the following representatives:

- WQCC: Lyndsy Hilder / Jacob Fetterman (alternate)
- Farmland Protection Board: John Rieger / Corrina Aldrich (alternate)
- Upper Hudson River Coalition: Amber Luke / Corrina Aldrich (alternate)
- CWICNY: Corrina Aldrich – SWCD; Lyndsy Hilder – WQCC; Amber Luke – SWCD alternate; Jacob Fetterman – WQCC alternate

**Unanimously carried.**

**Motion** by Ziehm/Fedler authorizing payment of certain bills prior to Board approval, including payroll & payroll liabilities, health/dental insurance, office/field supplies, employee travel, County pool car (fuel), and reimbursement of petty cash. **Unanimously carried.**

**Motion** by Fedler/Skellie to appoint bank signatories: Catherine Ziehm (Treasurer), Lori Sheehan (Assistant Treasurer), and Catherine Fedler (Director). **Unanimously carried.**

Minutes: **Motion** by Ziehm/Skellie to approve the minutes of the last meeting. **Unanimously carried.**

Treasurer's Report: After review and approval of the finances by the Treasurer, **Motion** by Ziehm/Skellie to approve the Treasurer's Report for December and to pay bills as presented. **Unanimously carried.** (Attachment)

Agency & Staff Reports:

FSA: Factsheet "Pandemic Assistance Revenue Program" distributed and reviewed by Holck

CCE: Attachment, reviewed by Gabriel

District Manager: Verbal report by Aldrich

District Technician: Attachment, reviewed by Kalbfliesh

District Technician: Attachment, reviewed by Luke

District Technician: Attachment, reviewed by Hilder

NYS-SWCC Report: Attachment – submitted by Cunningham

**Motion** by Skellie/Ziehm to dispose of certain 2015 financial records according to Records Retention and Disposal Schedule LGS-1. **Unanimously carried.**

**Motion** by Ziehm/Fedler to approve participation in the Agricultural Environmental Management (AEM) Program and appoint Luke as AEM Coordinator. **Unanimously carried.**

**Motion** by Fedler/Skellie to approve participation in the Regional Envirothon (including cost of event expenses). **Unanimously carried.**

**Motion** by Skellie/Fedler to approve Aldrich to participate in CDEA business/activities as Division VI representative and to use district credit card as necessary. **Unanimously carried.**

**Motion** by Skellie/Ziehm to cancel cooperators Charles Waite (Greenwich) and Steve Skellie (Greenwich). **Unanimously carried.**

**Motion** by Ziehm/Skellie to approve time extension request Amendment for CAFO Contract #C012096 – Woody Hill Farm. **Unanimously carried.**

**Motion** by Skellie/Ziehm to approve purchase of computer for Hilder (est. \$1,500-\$2,000). **Unanimously carried.**

**Motion** by Skellie/Ziehm to approve the following: Washington County Highway Association Dues (\$100); NY Association of Conservation Districts Assessment (\$1,500); WQS Training Registration Fee for (3) Staff Members (\$1,560); NOAF & CCE Master Forest Training for Aldrich (est. \$185). **Unanimously carried.**

**Motion** by Ziehm/Skellie to approve NYS-DEC Nonpoint Source Grant – Mattison Road/Halfway Creek Project payment to engineer DuBois & King (\$3,275). **Unanimously carried.**

**Motion** by Ziehm/Skellie to approve AEM Round 17 Cover Crop Payments: Burchdale Farm – Fred Burch (\$4,386.90), Mercure Farm – Matthew Mercure (\$2,154.60), Rollin Hill Farm – Darren Tyler (\$5,331.90). **Unanimously carried.**

**Motion** by Skellie/Ziehm to sell the Haybuster No-till Drill and to use the on-line auction site Auctions International for the sale. **Unanimously carried.**

**Motion** by Fedler/Ziehm to use the “Square” Payment System as an option for making payments to the district (i.e., Tree Program) and not to impose the surcharger fee to customers for 2023. **Unanimously carried.**

**Motion** by Ziehm/Skellie to set the Equipment Reserve Fund amount to \$10,000. **Unanimously carried.**

**Motion** by Skellie/Ziehm to approve the “*Drone Service Agreement & Policy.*” **Unanimously carried.**

Upon review of District Policies, **Motion** by Ziehm/Skellie to approve the following policies with no changes: Personnel Policy, Credit Card Policy, Director Attendance & Replacement Policy, Dispute Resolution, Drainage Assistance, Freedom of Information Law, Information Technology Resources, Internal Controls, Investment, No-Till Seeder Rental, Pond Site Evaluation, Procurement Policy, Discrimination & Harassment Policy, Personal Vehicle Use Policy, Electronic Payments & Procedures – Grant Contracts, Public Employer Health Emergency Plan, Agricultural Assessment Policy, Drone Service Policy. **Unanimously carried.**

The next Board meeting will be held on February 23, 2023 at 10:00 a.m.

**Motion** by Ziehm/Skellie to adjourn the meeting at 11:20 a.m. **Unanimously carried.**

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*Lori Sheehan, Secretary*

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*Director*

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

## CCE Report – January 2023

### **Upcoming winter meetings:**

#### **9<sup>th</sup> Annual Hudson Valley Value-Added Grain School**

Processing Grains and Growing for New Markets

Tuesday, February 7, 2023 – 10:00 am – 3:30 pm

At the Tilly Foster Farm (Putnam County)

100 NY-312, Brewster, NY

#### **Exploiting the Vulnerabilities of Weeds**

Tuesday, March 7, 2023

Italian-American Community Center,

257 Washington Ave. Ext., Albany, NY 12250

***2.5 NYSDEC PESTICIDE CREDITS categories 1A, 3A, 3B, 21, 23, 25, 10***

***4.5 Certified Crop Advisor credits – Integrated Pest Management***

Aaron Gabriel, Sr. Extension Resource Educator, Agronomy

Cornell Cooperative Extension

## **Technician's Report: Bob Kalbfliesh – 01/26/2023**

### **AEM:**

Cover Crop Tier IV Implementation – I have completed all the paperwork with the participating farms and have submitted it for board approval.

### **Grants:**

- Lake Champlain Basin Program Cover Crop – I have completed all the paperwork with the participating farms and will submit it for board approval.
- CAFO Round 1 Deep Roots – Aaron Weiss (engineer) has completed the design for the larger manure storage. Albert is soliciting bids from contractors.

### **Ag Assessments:**

Request for Soil Group Worksheets have been steady. There are new assessors in the towns of Argyle and White Creek. They have both reached out to us to help them get acclimated with the process.

### **Interseeder:**

The interseeder has been built. Fenning is waiting on some parts that will be here the end of February; it should be ready to ship to us shortly after that.

### **Reports:**

I have been working on time sheets and information needed for the annual reports.

### **Newsletter:**

I have submitted an article for the winter newsletter.

### **Meetings Planned:**

01/31 – King's Agri-Seed Winter Meeting, Fonda

## Technician's Report - Amber Luke - January 26, 2023

### Ag Non-Point Source-

- Round 28-
  - Kenyon Hill- Plan of Work has been reviewed and approved by Ryan Cunningham (our AEA). Now we just wait for a contract.

### Climate Resilient Farming (CRF)-

- Round 6-
  - Plan of Works were submitted to our AEA for both funded grants (Beavers and Morrow). We are waiting for them to be approved by Ryan. We have only heard back on Beavers, and we are making necessary adjustments as needed. Once these go to contract it is out of our hands.
  - We had a Zoom call with the engineer on 1/6/2023 that John Beavers plans on working with to clarify between non engineering practices and engineering practices.

### CAFO Waste Storage and Transfer-

- Round 1-
  - Kenyon Hill – I will be working with Lori on the closeout of this grant as soon as state reports are done. We have been in contact with Ryan and will work with him to make sure we meet the contract deadline.

### AEM-

- REPORTING: Working on putting together a full report. This will be added as an attachment most likely at the February meeting.
- Still waiting on updated AEM hours from a couple of people but that are slowly starting to get completed.
- According to the Performance Measure time log we earned \$57,936 in YR 1 of our 2-year reporting for AEM. We had budgeted \$60,000 for YR 1 and \$90,000 for YR 2. We are a little behind which just means in order to earn all our money we will need to do more pertaining to AEM this year (2023).

### Upper Hudson River Watershed Coalition:

- We did not get funded for our 9-element plan that Lake Champlain/Lake George Regional Planning Board Submitted on behalf of the Upper Hudson Coalition. This is a bit of a disappointment as we were told that we had a good chance of being funded.
- We will most likely be trying to get funded through another source of funding in the future.

### Trainings/Meetings Attending or Attended-

- Attended the Managers Meeting in Syracuse 12/13-12/14/22
- Ag. Learn Bias Training and 508 Training (mandatory) were completed.
- Upper Hudson Meeting was attended on 1/12/2023

### Miscellaneous

- Round 29 Ag. Non-point source grants have been pushed back. Now Ag. And Markets expects RFP's to come out sometime in February with a due date of May to June 2023.
- CRF Round 7 also pushed back. RFP's expected to be announced in February with a due date of June to May 2023.

- All Performance Measure, AEM, and grant time logs have been completed for 2022.
- Newsletter articles were submitted to Lori.
- I reached out to Maggie Hogan at Hudson Falls Central School about participating in Envirothon. She is the new Ag. Teacher and I was given her name as someone who may be interested. I did not hear back.

## Technician's Report: Lyndsy Hilder - January 26, 2023

- **Grants and Projects:**
  - **Beavers:**
    - Zoom meeting with engineers: January 6, 2023
- **Workshops and Meetings Attended:**
  - Capital Region PRISM Partner Meeting: attended December 13, 2022
  - TU Meeting at Georgi: attended December 13, 2022
  - CWICNY: attended December 15, 2022
  - CDEA Division 6 Meeting: attended December 16, 2022
  - TU Meeting: attended January 10, 2023
  - Ag Assessment Training: attended January 11, 2023
  - Upper Hudson River Watershed Coalition Meeting: attended January 12, 2023
  - CWICNY meeting: zoom meeting January 19, 2023
  - Washington County Federation of Sportsmen Meeting: attended January 25, 2023
- **Office work:**
  - Assisting Schoharie County SWCD: Schoharie County SWCD is currently interested in a drone for their district and was wondering what other districts had done to get a drone and what they were using. I typed up a couple of pages explaining what I had done last year on our journey to getting a drone and for me getting licensed.
  - Bank Reconciliations: completed on Jan. 17, 2023
- **SWCD Projects:**
  - NYACD Legislative Booklet 2023: Submitted an article for the 2023 NYACD Legislative Booklet talking about our partnership with Trout Unlimited on the Skellie project. I explained the project as well as our district's contributions and included photos that showed what the project looked like before, during and after and a drone photo.
  - 2022 Part B Project: Our Certified Wildlife Habitat in Salem has been awarded as a People's Garden by the USDA. People's Garden are made to not only empower the communities to participate in the production of local food, but to teach about the benefits of sustainable, local agriculture. Our habitat has been recognized as a People's Garden due to its benefit to the community, the making of it being a collaborative effort, the use of sustainable practices and its educational benefits to the public.
  - Grain Bin Safety Nomination: I have contacted Paul Stevenson from Nationwide about the designated program for the grain bin safety week. In this program, a sponsor can donate



\$6,000 and designate a grain rescue tube/auger/ and training to a fire company of their choice. The training is 4 hours long, 1.5 hours in classroom setting and the rest is on their mobile trailer set up at the fire department. All fire persons who attend will be trained and the rescue tube/auger will be left with them. The \$6,000 sponsorship barely covers the cost of the rescue tube, rescue auger and expenses to do the training. They will not deliver the rescue tube without doing the training as it is unsafe.

- MudU: Hubbard Hall in Cambridge NY is going to be putting on little classes throughout February and March and we have signed up to put on a “Planting for Pollinators” class. This class will be on February 27<sup>th</sup> at 6 p.m. at Hubbard Hall and we will be presenting information about creating pollinator habitats and gardens.
- Tree and Shrub Sale: I have been working on finishing up the fliers for the tree and shrub sale as well as the Square website to allow for the district to accept credit card and for people to make payments online. Most of it is set to be able to make it live for everyone to access and begin ordering. One thing that needs to be talked about is who is going to take care of the fee involved with the use of a credit card on the site. Square is a free site, except for when a credit card is used. For every card manually entered into the site, the fee is 3.5% +15 cents and for any card swiped using one of their card readers, the fee is 2.6% + 10cents. I have looked on the site and we can get a card reader for \$1 to have at the office and to use during the days of pickup for anyone who wishes to add to their order. Most of the orders will be done by people on their own time and therefore will include the higher fee. New York State allows for credit card surcharges, but this has to be advertised for their products or services. I have done the math based on last year’s numbers to show what it would have looked like if the district were to take on the fees. This year is a trial year to see how people take to the credit card option instead of our usual cash or check only options and we do not expect everyone to pay with a card, but if that were to have happened last year with all of the preorders it would total about \$224.11.

Square fee of 3.5% plus 15 cents

Smallest order= \$12 → fee would be \$0.57

Largest Order= \$229 largest placed order, almost had a \$450 order but could not supply the number of blueberries they wanted

- \$229 → \$8.165
- \$450 → \$15.90

Half all money spent= \$107.35

Average price= \$77.54 → \$2.86

All orders and possible fees associated

Total Spent	Possible Fee
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\$140	\$5.05
\$105	\$3.83
\$67	\$2.50
\$112	\$4.07
\$177	\$6.35
\$42	\$1.62
\$90	\$3.30
\$189	\$6.77
\$175.91	\$6.31
\$37	\$1.45
\$20	\$0.85
\$70	\$2.60
\$16	\$0.71
\$45	\$1.73
\$34	\$1.34
\$95	\$3.48
\$32	\$1.27
\$67	\$2.50
\$52	\$1.97
\$30	\$1.20
\$52	\$1.97
\$24	\$0.99
\$24	\$0.99
\$54	\$2.04
\$92	\$3.37
\$16	\$0.71
\$57.21	\$2.15
\$19	\$0.82
\$56	\$2.11
\$75.56	\$2.79
\$69.56	\$2.58
\$134	\$4.84
\$223	\$7.96
\$12	\$0.57
\$129	\$4.67
\$14	\$0.64
\$141.50	\$5.10
\$20	\$0.85
\$32	\$1.27
\$75	\$2.78
\$61.41	\$2.30
\$64	\$2.39
\$16	\$0.71
\$106	\$3.86
\$167	\$6.00
\$64	\$2.39
\$108	\$3.93
\$65	\$2.43
\$86	\$3.16
\$37	\$1.45
\$40	\$1.55
\$48	\$1.83
\$32	\$1.27
\$66	\$2.46
\$88.42	\$3.24
\$47.91	\$1.83
\$124	\$4.49
\$45	\$1.73

\$46	\$1.76
\$16	\$0.71
\$229	\$8.17
\$450 → \$180	\$15.90 → \$6.45
\$83	\$3.06
\$28	\$1.13
\$32	\$1.27
\$208	\$6.39
\$158	\$5.68
\$72	\$2.67
\$121	\$4.39
\$90	\$3.30
\$28	\$1.13
\$80	\$2.95
\$151	\$5.44
\$57.91	\$2.18
\$65	\$2.43
\$97.56	\$3.56
\$144	\$4.14
\$58	\$2.18
Total= 6,125.95	\$224.11

New York State Soil & Water Conservation Committee  
Region 4 Report – January 2023  
Submitted by: Ryan Cunningham – Region 4 Associate Environmental Analyst

### NYS SWCC News

**New Division Administrative Assistant:** Please join us in welcoming Melissa Gordon to the Division of Land and Water Resources as our new Administrative Assistant! We are so pleased to have Melissa joining our team. Among her various duties in support of SWCC and Farmland Protection Unit mission goals, you will begin to see emails from Melissa ([melissa.gordon@agriculture.ny.gov](mailto:melissa.gordon@agriculture.ny.gov)) that are sent on behalf of the SWCC. Welcome Melissa!

**2022 State Aid to Districts – DUE 2/15:** All 2022 annual reporting documents (State Aid, Treasurers Report, Annual Report, etc.) are now available on the SWCC SharePoint <https://nysemail.sharepoint.com>, under Resources for Districts – State Aid to Districts. All reports are due to the State Committee by **February 15, 2023**. Please contact [ben.luskin@agriculture.ny.gov](mailto:ben.luskin@agriculture.ny.gov) or your Regional AEA with any questions.

**Round 28 AGNPS and Round 6 CRF Plans of Work:** Please submit plans of work for projects awarded through Round 28 AGNPS and Round 6 CRF to your Regional AEA for review and approval. Submitting this information as soon as possible can help to expedite the contracting process.

**Climate Leadership and Community Protection Act (CLCPA) Scoping Plan:** On December 19<sup>th</sup>, 2022, the NYS Climate Action Council (CAC) voted to approve the CLCPA Scoping Plan. The Scoping Plan provides a road map for how New York State will meet the emission reduction targets set by the law. Chapters 15 (Agriculture and Forestry), 19 (Land Use), and 21 (Adaptation/Resilience) include strategies for the farm and forest sectors to both reduce emissions, increase carbon sequestration/storage and elevate adaptation/resilience. The agricultural and forestry strategies call in part for the expansion of current programs and conservation technical assistance through SWCDs. Please click the link for the entire scoping plan <https://climate.ny.gov/resources/scoping-plan/>.

**NYS SWCC Cost Share Program Procurement Policy:** In March 2021, the Procurement Policy and Form utilized by NYS SWCC Cost Share programs was updated. This policy and the updated Procurement Record must be used for projects that were procured after March 2021. For all active contracts, please be sure to collect appropriate proofs of payment for each project invoice. Acceptable proofs of payment are defined in the Procurement Policy.

**January SWCC Meeting:** The next SWCC meeting is scheduled to convene at **10:00 AM on January 24<sup>th</sup>**. Further details and an agenda for this meeting will be sent out shortly. Reminder – participation at a SWCC meeting is eligible toward PM1, Part C of State Aid to Districts.

**Ag Value Assessment Liaisons from Tax and Finance:** The Department of Tax and Finance has compiled a county-by-county list of Customer Service Liaisons who are available to help answer questions related to the Agricultural Value Assessment Program: <https://www.tax.ny.gov/research/property/regional/crmlist.htm> Please be patient with the liaisons as many of them will be learning along with you. For questions related to the annually updated soils series or soil classifications, please reach out to Jason Mulford [jason.mulford@agriculture.ny.gov](mailto:jason.mulford@agriculture.ny.gov). For other questions related to values per acre, landowner issues, and Agricultural Districts, please contact Jeff Kehoe [Jeffrey.kehoe@agriculture.ny.gov](mailto:Jeffrey.kehoe@agriculture.ny.gov).

### Other Events

**New York Chapter of the Soil and Water Conservation Society Annual Meeting:** Farmers and agricultural service providers are invited to attend the Annual Meeting of the Empire State Chapter of the Soil and Water Conservation Society on **January 24, 2023**, at the Cayuga County Soil and Water Conservation District. Participants can expect to learn how technology interacts with conservation efforts for improved water quality and climate resiliency. This year the meeting will be both in person and virtual. To learn more and to register, please visit: [bit.ly/EmpireSWCS2023](https://bit.ly/EmpireSWCS2023)

**WEBINAR, Assessing Trends and Advancing Research for Smart Solar:** Learn how American Farmland Trust is advancing Smart Solar principles in New York, **Wednesday January 11<sup>th</sup>, 11:30am - 12:30pm**. The session will include highlighting cutting edge research led by Cornell University and its Sustainable Solar initiative. Please register for the event here: <https://forms.office.com/r/meZcV1Yaph>

**2023 Water Quality Symposium:** The New York State Conservation District Employees' Association and Soil and Water Conservation Committee are thrilled to announce the 2023 Water Quality Symposium in Syracuse, NY. **March 14<sup>th</sup> – 17<sup>th</sup>, 2023**. Registration is due no later than January 23<sup>rd</sup>, 2023. Please note that this year, **each County Soil and Water District will receive one free admission coupon for one staff to attend the full week**. Registration packet available here:

<https://www.nyscdea.com/training-sessions/> Online registration form here: <https://forms.gle/GWidbu9G6aQiZp2aA>

**NACD 2023 Annual Meeting:** Registration for The National Association of Conservation Districts' (NACD) 77th Annual Meeting is now open! Hosted in partnership with the Louisiana Association of Conservation Districts, the 2023 Annual Meeting will take place in New Orleans, Louisiana from **February 11-15, 2023**. To learn more and to register, please visit <https://docs.google.com/forms/d/e/1FAIpQLScRMcacKQGe22Q2RjVKF2knpcugUTP4ZZI117rl1Gx-eDFieA/viewform>

### **Other Funding**

**Five Star and Urban Waters Restoration Program 2023 Request for Proposals:** The National Fish and Wildlife Foundation and partners are requesting proposals for the 2023. This program seeks to develop community capacity to sustain local natural resources by providing financial assistance to diverse local partnerships focused on improving water quality, watersheds and the species and habitats they support. Full proposals are due by **January 31, 2023**. To learn more about the grant program and the application guidelines, please go here, <https://www.nfwf.org/programs/five-star-and-urban-waters-restoration-grant-program/five-star-and-urban-waters-restoration-grant-program-2023-request-proposals>

# Washington County Soil & Water Conservation District

Minutes of Regular Meeting – February 23, 2023

## Attending:

### Board Members

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

### Staff Members

Corrina Aldrich, District Manager  
Lori Sheehan, Office Manager

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1. Call to order at 10:08 a.m. by Chairman Rieger.
2. Minutes: **Motion** by Dickinson/Ziehm to approve the minutes of the last meeting. **Unanimously carried.**
3. Treasurer's Report: After review and approval of the finances, **Motion** by Ziehm/Fedler to approve the Treasurer's Report (as a whole) for January and to pay bills as presented. **Unanimously carried.** (Attachment)
4. Agency & Staff Reports:
  - A. Farm Service Agency: No Report
  - B. Cornell Cooperative Extension: No Report
  - C. District Manager: Verbal Report by Aldrich
  - D. District Technician: Attachment, submitted by Kalbfliesh
  - E. District Technician: Attachment, submitted by Luke
  - F. District Technician: Attachment, submitted by Hilder
  - G. NYS-SWCC Report: Attachment, submitted by Cunningham
5. New Business:
  - A. **Motion** by Ziehm/Dickinson to approve acceptance of grant withdrawal letters from Luncrest Farm and Happenstance Farm for CFR Round 5 Grant Contract #C012305 and proceed with grant closeout. **Unanimously carried.**
  - B. **Motion** by Skellie/Dickinson to approve NYS-CDEA Silent Auction Donation (\$20). **Unanimously carried.**
  - C. **Motion** by Dickinson/Ziehm to approve refunds to tree customers as applicable. **Unanimously carried.**
  - D. **Motion** by Ziehm/Fedler to approve adding the County's "*Employee Assistance Program*" as a benefit to district employees. **Unanimously carried.**
  - E. **Motion** by Dickinson/Ziehm to add a category "*School Assistance Program*" to Part C Projects when funds are available. **Unanimously carried.**
  - F. **Motion** by Skellie/Dickinson to accept the highest bid over \$5,000 for the sale of the Haybuster Drill on Auctions International, and to add these funds from the sale to the Equipment Reserve Fund. **Unanimously carried.**
  - G. **Motion** by Ziehm/Skellie to enter into Executive Session at 11:12 a.m. to discuss a particular person. **Unanimously carried.**

H. **Motion** by Fedler/Skellie to leave Executive Session at 12:08 p.m. and resume regular meeting. **Unanimously carried.**

6. The next Board meeting will be held on March 23, 2023 at 10:00 a.m.

7. **Motion** by Skellie/Dickinson to adjourn the meeting at 12:10 p.m. **Unanimously carried.**

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*Lori Sheehan, Secretary*

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*Director*

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

## **Technician's Report: Bob Kalbfliesh – 02/23/2023**

### **AEM:**

- Gave Tier I's to Sarah Winslow and Nate Mattison to complete.
- Started Tier IIIA for Bert Davis.
- Looking into a possible Tier IIIA for Lee Hennessy.

### **Ag Assessments:**

I have completed 81 soil group worksheets for ag assessments. March 1<sup>st</sup> is the assessor deadline for submitting requests.

I attended a Town of White Creek public meeting hosted by the newly elected town assessor. There was only one question about ag assessments.

### **No-till Drill:**

The drill will be going up for sale on Auctions International website the first week of March.

### **Meetings Attended & Planned:**

01/31 – King's Agri-Seed Winter Meeting, Fonda

02/24 – NYS Farm Show, Syracuse



## Technician's Report - Amber Luke - February 23, 2023

### Ag Non-Point Source-

- Round 28-
  - Kenyon Hill- Plan of Work has been reviewed and approved by Ryan Cunningham (our AEA). Now we just wait for a contract.

### Climate Resilient Farming (CRF)-

- Round 6-
  - Plan of Works were submitted to our AEA for both funded grants (Beavers and Morrow). We are waiting for them to be approved by Ryan. We have only heard back on Beavers, and we are making necessary adjustments as needed. Once these go to contract it is out of our hands.

### AEM-

- REPORTING: See attached report on the next page with what we completed to date.
- As far as deliverables go, we have met our goals on number of Tier 2, 3A, 3B, and Tier 4s. We will need to work on getting Tier 1s, 5As and 5Bs. 5As are an update to a Tier 2 assessment and 5Bs are previously installed BMP evaluations. As far as time goes, we earned \$57,936 in YR 1 of our 2-year reporting for AEM. We had budgeted \$60,000 for YR 1 and \$90,000 for YR 2. We are a little behind which just means in order to earn all our money we will need to do more pertaining to AEM this year (2023).
- Conducted a site visit with Lyndsy to Jim Lindsay's. We talked about the planning process, and we updated his tier 2 and tier 1 information that was last done in 2002. He would like to continue with the planning process.
- Lyndsy and I met with Tyler Knapp (via Webex on 2/7/2023) to go over our AEM database and how we could make changes to make the database more useable. We have an in-person meeting scheduled for 3/7/2023 to go over the Access Database and go over how to use it to benefit us.

### Upper Hudson River Watershed Coalition:

- Submitted projects completed in the Upper Hudson Watershed in 2022 to Caitlin Stewart (Hamilton County SWCD) for the annual report.
- WQIP Phase 1- Roadside Erosion. Work has been completed and closeout has been submitted by Lake Champlain Lake George Regional Planning.
- Training Grant- All closeout paperwork has been submitted. We held a NAACC training for highway departments in June 2022.

### Trainings/Meetings Attending or Attended-

- Listened to a Webinar on Biological Management for Soil Health (2/6/2023)
- Upper Hudson Meeting was attended (via zoom) on 2/9/2023.

### Miscellaneous

- Round 29 Ag. Non-point source grants & CRF Round 7 have been pushed back. Now Ag. and Markets expects RFP's to come out sometime in early **MARCH** with staggered due dates of May to June 2023.

## Technician's Report: Lyndsy Hilder - February 23, 2023

- **AEM:**
  - Lindsay: Worked with Amber on going to Mr. Lindsay's farm to go over the AEM process, asked questions to update his tier 1 and 2 and start the process of a tier 3. He was interested in a new way to store manure on the farm and we went over many possibilities with him and laid out an approximate timeline and what would be needed to move forward.
  - AEM Database: Amber and I are working with Tyler Knapp to set up an AEM database to make it easier for everyone here to access information about current AEM participants and their status. We have a meeting on March 7<sup>th</sup> to get everything set up so I can begin putting in all of the information about our AEM participants.
- **Workshops and Meetings Attended:**
  - Division 5 meeting: Attended January 31, 2023
  - Stormwater Tradeshow Committee Meeting: zoom meeting attended February 9, 2023
  - CWICNY Meeting: zoom meeting attended February 16, 2023
  - CaroVail Annual Winter Meeting: attended February 17, 2023
  - Pollinator Stewardship training: zoom meeting attended February 21, 2023
  - Managing Forests for Wildlife and Forest Health: zoom meeting attended February 22, 2023
  - Washington County Sportsman Federation: attended February 22, 2023
- **Office Work:**
  - **Scholarship**: I applied for the Game of Logging Scholarship through ASA for this coming year's 4-part Game of Logging.
  - **Pollinator Stewardship Certification Training**: This zoom training is put on by Pollinator Partnership, it empowers those interested in pollinator stewardship with the scientific understanding and practical know-how to help these immensely important animals. Once completing the 9-part virtual training I would need to complete 1 habitat creation action and 1 outreach and education action. This training is offered on a donation model to ensure accessibility for as many people as possible. They suggest a donation of \$250 for those who can afford it. As I have been doing more with pollinators in the past year, I think that this certification would help the district and help spread more information about pollinators.
- **SWCD Projects:**
  - Mud U Planting for Pollinators: Almost sold out for our class on February 27<sup>th</sup> I have completed a PowerPoint and have multiple handouts for people attending.
  - Tree and Shrub Sale: Square has taken off, we had 62 orders as of 2/21/2023, sold 3,540 trees and plants (which is more than we sold last year= 3,105) prior to sending out the paper order forms with our February newsletter. Most of the customers were new customers who

ordered through the square website. We have gotten a lot of positive feedback on this option. There were a few issues along the way but we are working on it and know what we should do for next year's sale. The average sale has increased from \$77.54 last year to \$118.38 so far.

- Grain Bin Safety Week: During lunch at the CaroVail Annual Winter Meeting, Corrina talked with Katherine Vail who said that she could get some other seed companies to partner with CaroVail and Washington County SWCD on sponsoring a fire department to receive a Grain Bin Safety Tube and Training. In order to designate a training and grain bin safety tube to a fire department the donation needs to be at least \$6,000.
- Drone Software- Our current plan is up in April of this year. Even though drone deploy has been very helpful in our projects. I have been looking around to possibly find a cheaper drone software as the price from Drone Deploy has increased.
  - **Current plan**: We are currently using Drone Deploy Ag Lite which is \$1,788 per year, up from \$1,284 which was what we paid last year. This has been very helpful in the creation of 3D maps over time of Kenyon Hill.
    - Mobile Flight App
    - Live Map
    - Annotations and measurements (2D map only)
    - Elevation
    - Stand Counts and Assessments
    - Export Maps
  - **WebODM**: One time purchase of \$147 for business model, comes with 1 year priority installation support, updates includes and 30 days money-back guarantee. This software allows for us to have the ability to get our money back if we don't like it, it also offers similar features as Drone Deploy but also has more features that would be helpful such as contours.
    - Features include:
      - Orthomosaics
      - Point Clouds
      - Elevation Models
      - 3D models
      - Measurements
      - Plant Health
      - Ground Control Points
      - Contours

- Any Camera, Any format, Any orientation
- Multispectral
- Rolling shutter correction support
- Share your maps and 3D models

### **NYS SWCC News**

**2022 State Aid to Districts – DUE 2/15:** All 2022 annual reporting documents (State Aid, Treasurers Report, Annual Report, etc.) are now available on the SWCC SharePoint <https://nysemail.sharepoint.com>, under Resources for Districts – State Aid to Districts. All reports are due to the State Committee by **February 15, 2023**. Please contact [ben.luskin@agriculture.ny.gov](mailto:ben.luskin@agriculture.ny.gov) or your Regional AEA with any questions.

**Payments and Blackout Period:** We are fast approaching the annual blackout period during which time EPF funds are not available to process payments. Claim for Payments need to be submitted by **Friday, February 17<sup>th</sup>, 2023** to meet the cut-off date. Any Claim for Payment received during the Blackout period will be included on the next fiscal year EPF list with payments processed the following month. If projects will begin this Spring/Summer and you still have not submitted a CFP for necessary advance or implementation payments, it is advisable that you submit these vouchers with applicable supporting documentation ASAP. If you have any questions, please contact Maureen Irish ([Maureen.irish@agriculture.ny.gov](mailto:Maureen.irish@agriculture.ny.gov)) or your Regional AEA.

**February SWCC Meeting:** The next SWCC meeting is scheduled to convene at **10:00 AM on February 28<sup>th</sup>**. Further details and an agenda for this meeting will be sent out shortly. Reminder – participation at a SWCC meeting is eligible toward PM1, Part C of State Aid to Districts.

**AEM Leopold Conservation Award 2023:** NYSAGM is partnering once again with the Sand County Foundation to present the AEM Leopold Conservation Award to recognize landowners who inspire others with their dedication to ethical land, water, and wildlife habitat management on agricultural land. New York's award recipient will be presented with the \$10,000 award provided by the Sand County Foundation, in partnership with the Department, American Farmland Trust, and Cornell Cooperative Extension. The deadline for applications is **May 27<sup>th</sup>, 2023**. More information can be found at <https://www.sandcountyfoundation.org/uploads/NY-CFN-23.pdf>

**Tools and References Wiki Update:** The Tools and References Wiki has just been updated for 2023. This is a useful resource for new employees to learn about resources used in New York State conservation planning and design and related fields. Check it out! <https://www.nyscdea.com/useful-resources/>

### **Other Events**

**Fruit Tree and Raspberry Pruning & Maintenance Workshop:** Franklin County SWCD and Franklin County CCE are hosting this workshop from 10am-4:30pm on Friday February 17<sup>th</sup>, 2023 in Malone, NY. Topics will include pruning, scouting and treatment of disease and pest damage, seasonal maintenance, food safety recommendations and more. Register at <https://franklin.cce.cornell.edu/events> or by contacting the Franklin County SWCD at 518-651-2097.

**Soil Health & Nutrient Management Workshop:** Ontario County SWCD is hosting a Soil Health & Nutrient Management Workshop on **Wednesday, March 1, 2023** from 8:00am to 3:00pm. Focal topics will include weather impacts, soil testing, tackling tough weeds, erosion control, manure management and much more. Pre-registration is \$15 and walk-ins will be \$20. This fee also includes refreshments, lunch, raffle prizes, and exhibits. DEC Pesticide Applicator and CCA credits available. For more information and to register: <https://www.canandaiguallakeassoc.org/2023-soil-health-workshop/>

### **Other Funding**

**SOGL 2023 Funding Opportunity:** The Sustain Our Great Lakes (SOGL) program is soliciting proposals to benefit fish, wildlife, habitat and water quality in the Great Lakes basin. The program will award up to \$18.7 million in grants in 2023 to improve and enhance: 1) stream, riparian and coastal habitats to benefit species; 2) water quality in the Great Lakes and its tributaries. Details about this funding opportunity are provided in the Request for Proposals. The submission deadline for **pre-proposals** is **February 14, 2023**. Additional application information is available at [www.nfwf.org/greatlakes](http://www.nfwf.org/greatlakes).

**Great Lakes Basin Small Grants Program:** New York Sea Grant, in partnership with DEC, has announced that funding is now available for projects that apply an ecosystem-based management approach to address local watershed challenges. A total of \$460,000, with up to \$50,000 per project, in New York Great Lakes Basin Small Grants will be awarded. Applications are due by **4:30 p.m. on March 1, 2023**. For more information, contact New York Sea Grant at 716-645-3611. <https://small-grants-program-ccegeomaps.hub.arcgis.com/>