

**ONTARIO COUNTY SOIL AND WATER CONSERVATION DISTRICT**  
**Board of Directors Meeting**  
**August 18, 2021**  
**Minutes**

**\*\*\*Meeting held in-person at the Cornell Cooperative Extension (District Office)\*\*\***

**PRESENT:**

**DIRECTORS:** Chairman Sam Casella, Vice Chairman Ken Livermore, Ed Jackson, Rich Russell, Amanda Amadon (4:11pm), Jim Peck (4:22pm)

**STAFF:** Katie Lafler, Megan Webster, Diana Thorn

**USDA/FSA:** Joann Rogers

**NRCS:** None (*report submitted via email*)

**ABSENT:** Mark Venuti

**CALL TO ORDER REGULAR MEETING**

Chairman Casella called the regular meeting to order at 4:01pm and then led the pledge to the flag.

**MINUTES**

Chairman Casella asked for any comments, changes, or corrections to the minutes. The following motion was offered:

**Motion that the minutes of July 21, 2021 be accepted as submitted.**

**Motion made by Ed Jackson, seconded by Ken Livermore.**

**All in favor, motion approved. (Amanda Amadon and Jim Peck not present yet)**

*Resolution #20210818-01*

**BILLS**

**Motion to approve Abstract #8 in the amount of \$48,555.83.**

**Motion made by Ken Livermore, seconded by Rich Russell.**

**Ken Livermore reviewed and signed the bills earlier today.**

**All in favor, motion approved. (Amanda Amadon and Jim Peck not present yet)**

*Resolution #20210818-02*

**TREASURER'S REPORT**

Diana reviewed her treasurer's report with the Board, which includes the financial statements for July 31, 2021. Megan has reviewed and signed off on payrolls #16, and #17, the July bank statements, and the reconciliation reports from QuickBooks. All bank accounts are reconciled successfully through July 31<sup>st</sup>. A spreadsheet was provided that shows the bills that appear in the Abstract listed with more detail and in their current status. There is one Honeoye Lake Watershed Task Force bill this month.

Diana reported that the District Savings Certificate of Deposit matured and was rolled over per your Resolution #20200617-03. It matured with \$101,010.27.

Diana reported that she and Megan have created and presented the draft 2022 operational budget to the Board's Budget Committee. The updated draft budget that resulted from that meeting has been shared with the full Board.

Diana also reported that she met with the Board's Audit Committee to complete the annual internal Board audit. That audit was completed and no issues were identified.

### **Motion to approve the Treasurer's Report and July Financial Statements.**

**Motion made by Ken Livermore, seconded by Ed Jackson.**

**All in favor, motion approved. (Amanda Amadon and Jim Peck not present yet)**

*Resolution #20210818-03*

## **PRIVILEGE OF THE FLOOR**

### **Ed Jackson:**

1. Ed commented that the numbers for Tad's (the UPP) program inspections are climbing. Megan confirmed that they are and that the inspections are all over the County.
2. Ed stated that the summer newsletter was great.
3. Ed commented about Alaina's photo being used on the cover of the recent CDEA newsletter.
4. Ed asked about stream classification legislation. Megan responded that NYACD and other state agencies are monitoring this. No action on our part is necessary at this time.
5. Ed reported that he saw that Table Rock Farm won the 2021 Leopold award. He asked about the cover/flare practice mentioned in the article and Megan reported that we have not funded cover/flare systems recently.
6. Ed shared that he saw a number of manure trucks in the West Bloomfield /Honeoye Falls area recently. Megan explained that now is the time to spread so farms are busy moving manure around.

## **USDA/FSA**

*Joann Rogers*

- **Pandemic Assistance:** for certain eligible livestock (swine, chickens and turkeys) that were depopulated and for timber harvesters and haulers; visit: <https://www.farmers.gov/pandemic-assistance> for specifics
- **Coronavirus Food Assistance Program (CFAP):** CFAP 2 signup was reopened as of April 5, 2021 for anyone missed the signup last fall then you can file an application at this time. No deadline has been set but should be announce soon so please have them contact our office. More information about CFAP 2 can be found here: <https://www.farmers.gov/>
- **Conservation Reserve Program (CRP):** CRP grassland sign up deadline is this Friday, 08/20. There have been many updates to the conservation programs so have any interested participant contact the office.
- **Disaster programs:** FSA has a variety of weather related disaster programs; visit the website at: <https://www.fsa.usda.gov/programs-and-services/disaster-assistance-program/index> Please report any weather related incidents to the FSA office.

- **County Committee:** members, Frank Fessner, William Rockefeller and Kelley Jensen next meeting is on Tuesday, August 30<sup>th</sup>, 2021; if interested in participating contact the office at 585-394-0525 ext. 2 to make arrangements due to Covid.
- **Farm Program Loans:** Farm Storage Facility Loans-FSFL (interest rate ranges from 0.50% to 1.500%); the FSFL has a variety of loan options from bulk tanks, hay barns, grain bins/driers, telehandlers and storage coolers just to name a few.
- **Farm Loan** has a variety of loans available, and funding is still available.
- **Organic Certification Cost Share Program(OCCSP):** OCCSP provides cost-share assistance to producers and handlers of agricultural products for the costs of obtaining or maintaining organic certification under the USDA's National Organic Program

Farm Record updates: change in shares of members, change in members of entities, land changes, such as purchases, new leased ground or ground no longer being leases and any banking changes.

Farm Loans: For specifics on any of the farm loan programs please contact the Farm Loan team at 585-394-0525 ext. 2. Karen Rugenstein, Farm Loan Manager, Peter Stoep, Farm Loan Officers, Abbey Allison, Farm Loan Officer Trainee and Kim Weykman, Program Technician.

Please feel free to refer any inquiries on any FSA programs or what programs we have to offer by contacting our office. In addition to myself there are Program Technicians: Courtney Kautz, Alexis McDougal and Sarah Potter.

We are open by appointment only, please call FSA at 585-394-0525 ext. 2. NOTE: this is subject to change and is a very fluid situation with the COVID-19 virus, so please always call in advance.

\*\*\* *Amanda Amadon arrived at 4:11pm*

## **NRCS**

*Dan Weykman not present – report submitted via email*

**COVID update:** Staff are allowed in the building at 50% and are to wear a mask regardless of vaccination status. Customers may come into the office, by appointment, one person at a time, masked.

All NRCS meetings with customers are in the field or parking lot.

Meetings regularly held within USDA Service Centers will be rescheduled and/or moved offsite. NRCS employees are not allowed to attend meetings/trainings that are held indoors regardless of vaccination status.

## **Program update:**

- **EQIP contracting for 2021** – Nine contracts obligated for \$154K in funding. One more to obligate, for \$450k. Conservation Plans to be implemented include practices for ag waste, grazing, high tunnel systems, soil health, and pollinators
- **EQIP implementation for 2021** – Cover crop, waste storage facilities, fence, livestock pipeline, high tunnels are ongoing.
- **EQIP 2022 Planning** – We have 19 plans to write for erosion control, soil health, ag waste, grazing, high tunnel, forestry, pollinator habitat. Applications being accepted indefinitely.
- **CSP contracting for 2021** – Three contracts to be obligated for \$80K.

\*\*All programs reminder: applications are always accepted on a continuous basis; batching deadlines are set each Fiscal Year.

**Food Security Act/1026 Reminder:**

- The 1026s need to be completed by the owner or the operator. We cannot complete a determination for someone who is not an owner or current operator.
- All 1026 requests must originate with Farm Service Agency staff.
- New & improved drainage systems and breaking new ground for crops (i.e. clearing woody vegetation or planting into a long-term sod) requires AD-1026 to be completed with FSA staff for NRCS assessment.

**STAFF REPORT**

*Katie Lafler*

Katie is monitoring the culvert installation by the snowmobile trail in the Town of Richmond.

Katie is assisting with permitting and monitoring a culvert repair project in the Town of Victor. This culvert was damaged during a significant storm in July.

Katie worked with Megan to complete and submit the GLRI grant application for the Hemlock Woolly Adelgid treatment project.

Katie prepared and submitted a WQIP grant for the Town of Canadice for roadside improvements.

Katie reported that the contractor for the FLOWPA project at Fishers Park in the Town of Victor had equipment problems. Work will start soon.

Katie continues to do SWPPP inspections at Heifer Haven Farm. The manure storage project work is completed. She continues to do the inspections for the barn construction project and a fee will be charged for these inspections.

Katie will be finishing up the drone training in the near future.

Katie reports that Ag Values have started already for the March 1, 2022 deadline.

Katie is assisting with the preparation for the upcoming Grazing Workshop.

Katie is involved in the preparation for the 2022 Soil Health Workshop. She is working with Cleason Horst on a project that will be shared at that workshop.

Katie reports that she is doing lots of drainage visits this year.

Megan added that Katie is doing the erosion and sediment control reviews on the County Planning Department site plans for the District.

On behalf of the Board, Chairman Casella thanked Katie for her efforts.

*\*\*\*Jim Peck arrived at 4:22pm*

## **CORRESPONDENCE**

Correspondence was passed around the room.

## **GENERAL BUSINESS**

*Megan Webster, District Manager Report*

### **COVID19 Update**

The District will be following County guidance in relation to mask wearing. CCE will be adopting similar practices for the building. As of August 19<sup>th</sup>, staff will be required to wear masks indoors when not in their individual work spaces. Visitors to the building will be required to wear masks. Masks will be optional outside and for field work where social distancing can be maintained. All other COVID19 protocols remain in place. We will continue to follow State and County guidance.

### **2022 Draft Budget**

Megan and Diana attended the County Planning and Environmental Quality meeting on Monday to present the District's 2022 budget request. As requested by the County, the 2020 allocation amounts were used for 2022. County PEQ agreed with the budget request and it will move forward through the County process. Megan also shared that the County Administrator would like to see standard increases implemented for partner agencies in the future.

**Motion to approve the draft 2022 budget balanced at \$683,167.83.**

**Motion made by Ken Livermore, seconded by Amanda Amadon.**

**All in favor, motion approved.**

*Resolution #20210818-04*

### **Special Projects Certificate of Deposit / Canandaigua Lake Watershed Inspection**

#### **Program/UPP- OWTSIT update / Survey Equipment**

Megan shared with the Board that the Special Projects C/D matures on September 13, 2021. She asked the Board to consider not rolling that C/D instead using some of that money to fund the OWTSIT program update and the replacement survey equipment that is needed.

Megan reported that the District's current survey equipment is dated and has connectivity problems. Most importantly, we have no technical support. Tucker is researching updated equipment that would come with full technical support. Megan will report back to the Board when we have identified the specific equipment that will work best including a cost estimate. This expenditure can take place in either 2021 or 2022.

Megan reported that at the County's recommendation she approached Bergman Associates for a quote to update the OWTSIT program so that it is compatible with current and future ArcGIS data. The current application is not designed for updates to ArcGIS and it is only for the CLWI Program. We would like to update it so that it can be used with updated ArcGIS data and so that it includes all UPP data as well as Canandaigua Lake Watershed data. With this updated database, the District can become a septic system clearinghouse resource for the County and we would be able to generate a variety of useful reports on demand. The original quote from Bergman was for \$59,400. This quote has been reworked to include additional support provided by the County IT department staff and is currently at \$48,600.

Much discussion was had regarding the concerns and benefits of updating the OWTSIT program. Concerns about the future of the UPP program were raised. Benefits such as reporting and centralized easily accessible data were also discussed.

Megan will approach the CLWC for funding for this project at their September meeting.

Megan will reach out to the County Administrator and to the County Legal department to find out what septic data can be shared publically, and for information about how the UPP program requirements can be enforced.

There was general support from the Board for Megan to continue to research moving forward with the OWTSIT program update.

**Motion to approve NOT rolling the Special Projects Certificate of Deposit upon its maturation in September.**

**Motion made by Rich Russell, seconded by Ken Livermore.**

**All in favor, motion approved.**

*Resolution #20210818-05*

### **Grants & Projects**

#### **CAFO-Landmark:**

Landmark Farms has received word from NRCS that they are tentatively approved for EQIP funding for their manure storage project. We would like to apply for an extension on this grant to allow the farm time to secure the NRCS funding and complete the project.

**Motion to approve applying for an extension on the CAFO-Landmark manure storage grant.**

**Motion made by Ed Jackson, seconded by Ken Livermore.**

**All in favor (Amanda Amadon abstained), motion approved.**

*Resolution #20210818-06*

#### **AgNPS Rd 24:**

Several of the farms included in the Mud Creek Erosion and Sediment Control grant have had to delay work due to the weather, material shortages, equipment problems, and contractor issues. We would like to apply for an extension on this grant to give them time to complete their projects. (Fessner and Stryker are not completed. Brocklebanks is partially completed. Rogers and Pritchard are completed.)

**Motion to approve applying for an extension on the AgNPS Round 24 grant.**

**Motion made by Rich Russell, seconded by Amanda Amadon.**

**All in favor, motion approved.**

*Resolution #20210818-07*

#### **Base AEM Year 16:**

The AEM Implementation project at Copper Creek Farm is complete.

**Motion to approve final payment to Copper Creek (Atwood) not to exceed \$7,125.00.**

**Motion made by Ken Livermore, seconded by Amanda Amadon.**

**All in favor, motion approved.**

*Resolution #20210818-08*

#### **Base AEM Year 17:**

The information for year 17 is out and staff will attend a related webinar on September 1<sup>st</sup>. The 2 year action plan is due November 1<sup>st</sup>. Farm implementation plans are not due until May 1, 2022.

**AgNPS Rd 23:**

Half Dutch is continuing work on their project. Earthwork is underway at this time.

**AgNPS Rd 25:**

Heifer Haven has completed their manure storage project. Work continues on the new barn construction and Katie continues to do the required SWPPP inspections for a fee.

**Motion to approve final payout to Heifer Haven not to exceed \$358,012.00 for their manure storage project.**

**Motion made by Ken Livermore, seconded by Rich Russell.**

**All in favor, motion approved.**

*Resolution #20210818-09*

Will-O-Crest manure storage project is delayed. The town planning board tabled their vote on the project again as they try to address public opposition to the project.

**FOLLOWPA:**

The project at Fishers Park / Irondequoit Creek is delayed due to equipment issues faced by the contractor. Work should start very soon.

**FLX EBM:**

All current FLX EBM projects are completed and closed out. We expect information about the next round of funding soon.

**GLRI:**

Deerfield Farm (Swanger) has completed their project.

**Motion to approve final payout to Deerfield Farm (Swanger) not to exceed \$10,625.00.**

**Motion made by Rich Russell, seconded by Ed Jackson.**

**All in favor, motion approved.**

*Resolution #20210818-10*

**Conservation Kick Program:**

The Great Lakes Commission has asked for an extension on this project to summer 2022.

**WQIP:**

The Honeoye Lake Roadside Stabilization grant has been resubmitted for the Town of Canadice.

**2021 Part B Project:**

The drone is in and Katie and Megan will attend additional training on September 2<sup>nd</sup>. We have asked the District's insurance representative to verify whether or not our current coverage will cover the drone and its operation.

**Motion to approve the purchase of additional insurance to cover the drone and its operation, if necessary.**

**Motion made by Ken Livermore, seconded by Ed Jackson.**

**All in favor, motion approved.**

*Resolution #20210818-11*

**2022 Soil Health Workshop:**

Planning is underway for the 2022 Soil Health Workshop.

**Upcoming events:**

Grazing Workshop – August 24<sup>th</sup> – morning session in Yates County and afternoon session in Ontario County

Conservation Field Days – September 21<sup>st</sup> – 24<sup>th</sup> – multiple days to allow schools to come separately and space out due to COVID19.

Fish Sale – orders are due September 10<sup>th</sup> at Noon. Fish pickup is in our parking lot at Noon on September 16<sup>th</sup>.

Board of Supervisors Tour – September 23<sup>rd</sup> - the itinerary includes a trip around Honeoye Lake looking at several erosion and sediment control projects and visiting a farm emphasizing water quality improvement efforts. Lunch will be at the Muller Field Station.

**Needs:**

Conservation Skills Workshops will be held the week of September 27<sup>th</sup>.  
The NYACD annual meeting is in-person this year.

**Motion to approve payment of: registration fees and attendance for employees to participate in Conservation Skills Workshops, AND expenses related to Megan attending the NYACD annual meeting including the purchase of a raffle item.**

**Motion made by Amanda Amadon, seconded by Ken Livermore.**

**All in favor, motion approved.**

*Resolution #20210818-12*

We would like to purchase a collapsible display rack for use at events.

**Motion to approve purchase of a collapsible display rack.**

**Motion made by Jim Peck, seconded by Ed Jackson.**

**All in favor, motion approved.**

*Resolution #20210818-13*

Chairman Casella shared that a New York team won the National Envirothon this year.

**ADJOURNMENT**

**Motion to adjourn at 5:49pm.**

**Motion made by Ed Jackson, seconded by Ken Livermore.**

**All in favor, motion approved.**

*Resolution #20210818-14*

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**Diana Thorn, Secretary/Treasurer to the Board**