

ONTARIO COUNTY SOIL AND WATER CONSERVATION DISTRICT
Board of Directors Meeting
October 18, 2023
Minutes

Meeting held at the Cornell Cooperative Extension (District Office)

PRESENT

DIRECTORS: Chairman Sam Casella, Vice Chairman Jim Malyj, Ken Livermore, Ed Jackson, Amanda Amadon (4:36pm)

ABSENT: Rich Russell, Mark Venuti

STAFF: Megan Webster, Diana Thorn, Tucker Kautz

USDA

FSA: Joann Rogers

NRCS: None

CALL TO ORDER REGULAR MEETING

Chairman Casella called the regular meeting to order at 4:31pm and Jim led the pledge to the flag.

MINUTES

Chairman Casella asked for any comments, changes, or corrections to the minutes from September 20, 2023. The following motion was offered:

Motion that the minutes of September 20, 2023 be accepted as submitted.

Motion made by Ken Livermore, seconded by Ed Jackson.

All in favor, motion approved. (Amanda Amadon not present yet)

Resolution #20231018-01

BILLS

A spreadsheet was provided that shows the bills that appear in the Abstract listed with more detail and in their current status.

Motion to approve the bills as submitted and Abstract #10 in the amount of \$78,049.77.

Motion made by Ken Livermore, seconded by Ed Jackson.

Ken Livermore reviewed and signed the bills earlier today.

All in favor, motion approved. (Amanda Amadon not present yet)

Resolution #20231018-02

TREASURER'S REPORT

Diana reviewed her Treasurer's Report with the Board, which includes the financial statements for September 30, 2023. Megan has reviewed and signed payrolls #19 and #20; the September bank

statements; and the reconciliation reports from QuickBooks. All bank accounts are reconciled successfully through September 30th.

Diana shared that the District Savings Certificate of Deposit #2 matured with \$100,861.67 and was rolled over for 60 days.

Motion to approve a budget amendment to move \$3,000.00 from the Motor Vehicles line to the Tree Sale line.

Motion made by Ken Livermore, seconded by Ed Jackson.

All in favor, motion approved. (Amanda Amadon not present yet)

Resolution #20231018-03

Motion to approve payment of today's invoice from Uptown Tire and Auto for the required State inspection of the Toyota.

Motion made by Jim Malyj, seconded by Ken Livermore.

All in favor, motion approved. (Amanda Amadon not present yet)

Resolution #20231018-04

Motion to approve the Treasurer's Report and the September financial statements.

Motion made by Ken Livermore, seconded by Ed Jackson.

All in favor, motion approved. (Amanda Amadon not present yet)

Resolution #20231018-05

Amanda Amadon arrived at 4:36pm

PRIVILEGE OF THE FLOOR

Ed Jackson

1. Ed asked Megan about Grand Jury Duty. Megan explained that she reported as required, but that she was not selected and was subsequently excused.
2. Ed stated that the Key Events submission was well done.

FSA

Joann Rogers

County Committee (COC): The next COC meeting is on Tuesday, 10/24/2023 at 9AM; current County Committee members are: Billy Rockefeller, Kelley Jensen and Frank Fessner, if interested in attending the COC meeting please contact the office at 585-394-0525 ext. 2.

County Committee (COC) Elections: Local Administrative Area (LAA) 3, which includes the towns of Geneva-Seneca, Gorham and Hopewell is up for elections this year. Ballots will be mailed out to eligible voters around 11/06/2023. The following candidates will appear on the ballots: Kelley Jensen and James (Jim) Malyj.

Farm Program Loans:

- **Farm Storage Facility Loans (FSFL):** interest rates range from 4.125% to 4.625% for terms from 3 years to 12 years; the FSFL program has a variety of loan options from bulk tanks, hay barns, grain bins/dryers, telehandlers and storage coolers just to name a few;
[farm storage facility loan programs fact sheet july 2022.pdf \(usda.gov\)](#)

- **Market Assistance Loans (MAL's) are short-term commodity loans with interest rate of 6.375% for grain stored in bins. [mal ldp fact sheet.pdf \(usda.gov\)](#)**

Farm Loan: has a variety of loans available and funding is still available. Peter Stoep, Farm Loan Officer; Abbey Combs, Farm Loan Officer; and Kim Weykman, Program Technician. Denise Buisch assists with new farm loan inquiries and can be reached by email at denise.buisch@usda.gov or by telephone at 315-946-9912 ext. 112.

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

Fiscal Year (FY)2023 Program Delivery for Ontario County FSA:

- \$3,003,202 program payments (excludes loans) disbursed by processing 430 payments
- LOANS: 9 FSFL loans and 5 Commodity (grain) Loans
- 27 Dairy Margin Contracts (DMC)
- 10 NAP (insurance) applications for coverage and 28 Notice of Losses on 56 different pay group crops
- 39 Conservation Reserve Program Contracts (CRP); 3 of those new contracts
- 5 bee loss applications and payments
- 3 wool payments
- 11 Organic Cost-share applications paid
- Farm records updates, revisions, and AD-1026 referrals

Reminder to complete the AD-1026 form PRIOR to any clearing or tiling projects.

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.

Please call FSA at 585-394-0525 ext. 2 for information on any FSA programs or to learn more about FSA, we encourage participation from all types and sizes of farm operations, whether you are an Urban or Rural producer/farmer.

NRCS

No report

STAFF REPORT

Tucker Kautz

Tucker shared the Draft AEM Action Plan for Base AEM Round 18. The draft is attached to these minutes. This will be a two-year plan starting January 1, 2024 and running through December 31, 2025.

Tucker shared that we are increasing our targeted AEM dollars for this round because we have the additional staff member working on AEM, as well as several federal grant projects where AEM technical time will be used as match. Tucker is planning to earn the full \$260,000 in tech/outreach time over the two-year period. Additionally, Tucker is planning to implement up to \$200,000 in AEM Implementation projects. He already has multiple projects lined up for this funding including several that just missed funding in the recent Ag NPS Round 29 awards. Lastly, Tucker shared that he plans to increase the soil testing funds in this AEM round now that we have additional staff to help with this important aspect of the AEM program.

Tucker explained that the plan is based on three priority planning areas and he shared his enthusiasm for the Tier 4 project work included in this plan. He stated that he will be adding the Canandaigua Lake Outlet back into the Northern Watersheds priority planning area as we have

several proposed projects in that area. Tucker and Megan explained that the District will be using a ranking system to determine project funding distribution for Round 18. Tucker added that Jenny will be working on Tier 1 and 2 planning with new farms which is an area that we have not been able to work on due to prior staffing limitations.

Motion to approve Chairman Casella signing the resolution to participate in Base AEM Round 18.

Motion made by Jim Malyj, seconded by Ken Livermore.

All in favor, motion approved.

Resolution #20231018-06

On behalf of the Board, Chairman Casella thanked Tucker for his hard work.

CORRESPONDENCE

Correspondence was shared during the meeting.

GENERAL BUSINESS

Megan Webster, District Manager Report

Board of Supervisors Tour

Megan reported that the luncheon and tour went very well. She thanked Chairman Casella, Vice Chairman Malyj, and Mark Venuti for participating. She also thanked staff for their participation. Megan stated that she received great feedback and many positive comments during the event. Chairman Casella stated that Megan did an “awesome job” and that the handout was excellent. Megan shared that she has been asked to present to the full Board of Supervisors in February. She will present our 2023 annual report information as well as introduce the District to new Supervisors.

2024 Planning

2024 Annual Plan of Work

The 2024 APOW was distributed to Directors after it was reviewed by the Annual Planning Committee.

Motion to approve the 2024 Annual Plan of Work.

Motion made by Ken Livermore, seconded by Jim Malyj.

All in favor, motion approved.

Resolution #20231018-07

2024 Part B Project

Megan shared that the District’s first choice for the 2024 Part B project is to work with the Finger Lakes Land Trust on installing several vernal pools. She is waiting for final confirmation from FLLT on this concept. If they are unable to commit, Megan recommends that the 2024 Part B funds be utilized for Invasive Species (HWA) treatment.

Motion to approve the 2024 Part B Project plan.

Motion made by Amanda Amadon, seconded by Jim Malyj.

All in favor, motion approved.

Resolution #20231018-08

Grants & Projects Updates

AgNPS Round 24

Megan and Tucker met with F & W Farms. A modified plan has been agreed to and should begin soon. The grant project will involve installing a basin network and the farm will commit to installing the grass waterway on its own next spring.

Ag NPS Round 25

Megan and Tucker attended a pre-construction meeting. Will-O-Crest will be installing the transfer line in the next week.

Ag NPS Round 29

NYS has announced funding for this round. Our application for Fa-Ba Farms Waste Storage Project was funded. This was an extremely competitive round. 96 applications were submitted for a total of \$39,000,000. The state awarded \$13,800,000 for 33 projects. Our second application for the Northern Watersheds Gully Erosion Control Project was ranked 36 and landed just outside of the funding range. We will be looking to incorporate the projects in that application into other funding programs.

CRF Round 6

EL-VI is making progress on their project. They continue to wait for the flare to be delivered.

GLC Sediment and Nutrient Reduction Program 2023

Funding has been awarded for this grant. The total grant is \$300,000.00 with \$100,000.00 for each County (Seneca, Yates and Ontario). Subcontracts are being finalized and then we will move forward.

FLX CC 2

The cover crop acreage is allocated for this DEC grant funding. The acreage is focused in the Canandaigua Lake Watershed.

WQIP Round 17

The signage has been installed by the Town of Canadice and the closeout process has begun.

GLRI HWA

Staff is working on submitting a second GLRI-HWA grant for twice the amount of the original grant. A meeting of partners was held and all partners are on board with applying for additional funding through the USDA US Forest Service GLRI program. If awarded, the funding will support additional treatment in the Honeoye Lake Watershed as well as the Canandaigua Lake Watershed.

General Updates

A stormwater training was held earlier today with the Ontario Wayne Stormwater Coalition. Presentations were given by NYS DEC and by Barton and Loguidice, and stormwater credits were available. The event went well and was well received. Thank you to Katie, Alaina, and Diana for coordinating the event. We look forward to making this an annual event for the Coalition and the District.

The proposed Eastern Finger Lakes Coalition has a meeting this week to discuss formalizing a coalition to support watershed objectives in the eastern Finger Lakes. Megan will attend this meeting.

The objective is to form a group that is led by Districts and focused on Districts with the goal of utilizing NYS DEC funding to protect the eastern Finger Lakes.

Staff Needs

In an effort to promote the District in a uniform way, we would like to submit an order for Carhartt sweatshirts with an embroidered District logo for staff.

Motion to approve the purchase of Carhartt sweatshirts for District staff.

Motion made by Ken Livermore, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20231018-09

We are holding the DEC endorsed 4hr Erosion and Sediment Control Course on November 16, 2023.

Motion to approve the purchase of supplies for the DEC 4hr Erosion and Sediment Control course on Nov. 16, 2023.

Motion made by Ken Livermore, seconded by Jim Malyj.

All in favor, motion approved.

Resolution #20231018-10

Motion to close the District office on Friday, November 24, 2023 and make it a holiday for staff.

Motion made by Ed Jackson, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20231018-11

Upcoming Events

- ✓ 10/19/2023: Muller Field Station Talk on the Wild Side with Finger Lakes Land Trust- Alaina
- ✓ 10/19/2023: Woods Farm/Ontario Chamber of Commerce event- Megan
- ✓ 10/28/2023: NYSFOLA Regional Conference- Megan
- ✓ 11/1/2023: Youth Climate Summit with FLI/HWS Colleges- Alaina
- ✓ 11/4/2023: Soil Health Event @ Woods Farm- Alaina
- ✓ 11/6-7/2023: NYSCDEA Admin Conference – Megan and Diana

Next meeting: November 15, 2023

ADJOURNMENT

Motion to adjourn at 5:36pm.

Motion made by Ed Jackson, seconded by Ken Livermore.

All in favor, motion approved.

Resolution #20231018-12

Diana Thorn, Secretary-Treasurer to the Board

AEM Action Plan – Option C

Including Plans for the AEM Base Program Technical Assistance Track and
the Tier 4 Cost-Share Implementation Project Track

AEM Base Program – Round 18 (January 1, 2024 – December 31, 2025)

Option C for the AEM Base Program Technical Assistance Track

Funding requests may be made for up to **\$260,000** (application for full amount is not required) to provide technical assistance (Tiers 1 – 5B and testing services associated with Tier 3 and Tier 5B planning) and conduct supporting activities including education, outreach, program evaluation/data management, partnership, and reporting according to this AEM Action Plan supporting a County AEM Strategic Plan. *Districts with a full-time AEM (CNMP) Certified Planner, a Society of American Foresters (SAF) Certified Forester, a New York State Engineer In Training Certificate holder or a New York State licensed Professional Engineer on staff, and that earned at least 50% of Base funding requested in Round 16 are eligible to apply for this option.* Add lines as needed on this form.

1. District Name: Ontario SWCD
2. Name of full-time staff member(s) with certification(s) required for Option C: Tucker Kautz
3. Type(s) of certification(s) held from list, above: AEM (CNMP) Certified Planner
4. Please identify the priority planning areas or watersheds and their water quality concerns (and additional natural resource concerns if applicable) to be addressed by this AEM Action Plan.

Priority #	Planning Area (e.g., Watershed)	12 – Digit HUC (s)	Water Quality and other Natural Resource Issues from AEM Strategy, PWL, WQCC, CLCPA, Watershed Plans, etc.
1	Canandaigua Lake Watershed Planning Unit	041402010201, 041402010202, 041402010203, 041402010204, 041402010205,	Sediment and nutrient loading from runoff events. Recent sediment plumes. Watershed is a Class AA drinking water supply for the City of Canandaigua, the Town of Gorham, and the Villages of Newark, Palmyra, Rushville (approx. 70,000 water customers). SWCD has an increased focus in this watershed based on local Harmful Algal Bloom (HAB) issues as well. AEM Education, Partnership and Outreach activities have proven very effective in the Canandaigua Lake Watershed. Canandaigua Lake is under a 9E watershed plan. We have GLC implementation funding for this watershed.

2	Central Lowlands Planning Unit - Seneca Lake and Flint Creek Watersheds Planning Unit	041402010901, 041402010903, 041402010904,	Seneca - Nutrients (phosphorus) loading. Sediment accumulation from recent rain events. Nearshore pesticide use. Watershed is class AA drinking water supply for the City of Geneva, the Towns of Romulus and Hector, and the Villages of Waterloo, Ovid, and Watkins Glen (approx. 100,000 water customers). Flint Creek has documented impacts from ag for nutrients and silt sediments as known sources. SWCD has a strong AEM interest in Flint Creek to build on. There are several anticipated on-the-ground conservation project to be completed in this watershed over the next few years based on Farmer interest. Seneca Lake is under a 9E Watershed plan. We have GLC implementation funding for this watershed.
3	Northern Watersheds Planning Unit – Lower Genesee River Sub-basin and Mud Creek Watersheds Planning Unit	041300030202, 041300030205, 041300030206, 041402010101, 041402010102,	The Northern Watersheds AEM Planning Unit encompasses over 60% of all agricultural lands in Ontario County. In the NYS DEC PWL the Genesee River Watershed has “Known” Ag impacts from silt-sediments from Agriculture. The project area for Ontario County is in the Lower Genesee River Sub Basin and particularly the Honeoye Creek Watershed Area. The Honeoye Lake portion of this watershed is an Impaired 303d watershed with phosphorus as a limiting nutrient source. The Honeoye Inlet, Mill Creek, and Limekiln Creek are all in this project area as well and are listed as “Threatened” in the PWL. Agriculture is the dominant land use in the northern portions of this watershed focus area. Mud Creek has “Known” Ag impacts with nutrients listed as a “Known” source. AEM site visits have confirmed ag impacts to the watersheds in the focus watersheds, specifically from farm field gully erosion as well as barnyard

			sources. SWCD had several pending projects for AEM tier 4 Implementation in the NWS planning unit.

Continue to question 5 on next page...

5. Please list the goals for completed Tier work for each priority planning area (watershed) during the two-year AEM Base Program. These goals should include all Technical Assistance Tier work, including those associated with Tier 4 Cost-Share Track implementation projects (in the Tier 4 column). *Double click on the table to reveal an Excel spreadsheet; close the spreadsheet with a single click outside the table. Close the spreadsheet before opening the spreadsheet on another question.*

Tier 1	Tier 2	Tier 3A	Tier 3B	Tier 3C	Tier 4	Tier 5A	Tier 5B Plan Updates	Tier 5B BMP Evals
5	5	3	1		5	2	5	2
5	5	4	1		5	2	5	3
10	10	5	1		5	2	5	3

6. Budget estimates for the Technical Assistance (TA) Track goals for the two-year AEM Base Program (should include District staff time necessary to complete any Tier 4 Cost-Share Track projects included later in this AEM Action Plan). *Double click on the table to reveal an Excel spreadsheet; close the spreadsheet with a single click outside the table. Close the spreadsheet before opening the spreadsheet on another question.*

Tier 1	20	\$51.00	\$1,020.00
Tier 2	250	\$51.00	\$12,750.00
Tier 3A	575	\$51.00	\$29,325.00
Tier 3B	300	\$51.00	\$15,300.00
Tier 3C	0	\$51.00	\$0.00
Tier 4	2000	\$51.00	\$102,000.00
Tier 5A	10	\$51.00	\$510.00
Tier 5B Plan Updates	900	\$51.00	\$45,900.00
Tier 5B BMP Evaluations	30	\$51.00	\$1,530.00
Testing Services (not to exceed a \$10,000 budget estimate for soil, plant, manure, and compost testing services associated with Tier 3 and Tier 5B planning; see the AEM18 Program and Contract Policy for details)			\$8,000.00
Non-Tier Supporting Activities			
Education	350	\$51.00	\$17,850.00
Outreach	200	\$51.00	\$10,200.00
Program Evaluation / Data Management	175	\$51.00	\$8,925.00
Partnership Activities	100	\$51.00	\$5,100.00
Reporting	40	\$51.00	\$2,040.00
Grand Totals			
	4950		\$260,450.00

7. Please outline an annual timeline for the completion of the goals budgeted above, for the two-year AEM Base Program.

January 2024-December 2024(1st Year)

Tier 1-10

Tier 2-10

Tier3A-4

Tier3B-1

Tier 4-7

Tier 5A-3

Tier5B-4

5B (Plan Evals)-8

January 2025- December 2025(2nd year)

Tier 1-10

Tier 2-10

Tier3A-8

Tier3B-2

Tier 4-8

Tier 5A-3

Tier5B-4

5B (Plan Evals)-7

We have a focus on installing AEM Tier 4 implementation projects over the next two years. This includes AEM Tier 4 tract funded projects, as well as using AEM Tier 4 tech time as a match for 2 large federal ag BMP implementing grants that we will be implementing over the next two years.

Ontario SWCD has hired a new full-time staff member that will be heavily focused on the AEM program. We will now have two staff members dedicated to meeting our AEM program goals.

AEM presentations will be made to community groups such as watershed groups and the agricultural community in each focus watershed.

The District is coordinating on multiple 9 Element Watershed Plan implementation efforts.

Our District Educator currently coordinates with Seneca, Canandaigua, and Keuka Lake watershed groups, including newsletters and press releases that highlight agricultural practices.

Education, outreach, and partnership activities within the farm community and watershed groups include planning multiple soil health, nutrient management, and water management workshops each year.

Ontario County has over 20 CAFO dairies and we continue to work with many of them with CAFO plan implementation, and plan enhancements. These farms are very active participants in our AEM program.

OCSWCD will continue to expand on our work with the growing local Mennonite population. We have over 100 Plain sect farms in the County. This assistance takes the form of technical support and providing educational outreach events and materials.

OCSWD has a very mature AEM program with a heavy focus on Tier 4, Tier 3B and tier 5B planning. This is consistent with our 5 year strategic plan goals.

OCSWCD maintains a Certified AEM Planner and anticipates completing annual plan updates on 1 CAFO each year and creating 1-2 new 3B plans each year for smaller farms as requested.

Ontario SWCD has a full time Conservation District Educator on staff who helps promote AEM as well as creating unique opportunities for partnership activities. The demand for AEM outreach and education activities from our office has increased exponentially over the past few years. Education and outreach events have proved to be a valuable tool to work AEM into our small farm and Mennonite Farm populations.

AEM Base Program Tier 4 Cost-Share Implementation Project Track

8. Is a Tier 4 Cost-Share Track implementation project(s) planned for AEM Base Program Round 18 (see the AEM18 Program and Contract Policy for details)?

NO YES

If yes, please provide the total State-share amount budgeted for the project(s): \$200,000

Overall

9. Please provide the name(s) and email contact(s) for your AEM Program. These will be used for direct correspondence regarding the AEM Base Program.

Name: Tucker Kautz

Email: Tucker.Kautz@ontswcd.com

Name: Megan Webster

Email: Megan.Webster@ontswcd.com

Name: Jennifer May

Email: Jennifer.May@ontswcd.com