

ONTARIO COUNTY SOIL AND WATER CONSERVATION DISTRICT
Board of Directors Meeting
June 16, 2021
Minutes

*****Meeting held in-person at the Cornell Cooperative Extension (District Office) and remotely via Go to Meeting due to concerns related to COVID-19*****

PRESENT:

DIRECTORS: Chairman Sam Casella (in-person), Ken Livermore (in-person), Ed Jackson (in-person), Jim Peck (remotely), Rich Russell (in-person), Amanda Button (remotely), Mark Venuti (in-person)

STAFF: Alaina Robarge, Megan Webster, Diana Thorn (all in-person)

USDA/FSA: None

NRCS: None (*report submitted via email*)

ABSENT: None

CALL TO ORDER REGULAR MEETING

Chairman Casella called the regular meeting to order at 5:00pm and Jim 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 May 19, 2021 be accepted as submitted.

Motion made by Ken Livermore, seconded by Rich Russell.

All in favor, motion approved.

Resolution #20210616-01

BILLS

Motion to approve Abstract #6 in the amount of \$44,410.03.

Motion made by Ken Livermore, seconded by Ed Jackson.

Ken Livermore reviewed and signed the bills earlier today.

All in favor, motion approved.

Resolution #20210616-02

TREASURER'S REPORT

Diana reviewed her treasurer's report with the Board, which includes the financial statements for May 31, 2021. Megan has reviewed and signed off on payrolls #11 and #12, the May bank statements, and the reconciliation reports from QuickBooks. All bank accounts are reconciled successfully through May 31st. A spreadsheet was provided that shows the bills that appear in the Abstract listed

with more detail and in their current status. There are no Honeoye Lake Watershed Task Force bills this month.

Diana reported that the District Savings Certificate of Deposit matured and was rolled over per your Resolution #20200617-03. It matured with \$100,976.61.

Diana and Megan have reviewed the 2021 budget and are recommending several budget amendments. These amendments correct budget lines where allocations are falling short of actual/anticipated expenditures.

Amount	From Budget Line	To Budget Line
\$550.00	Registrations & Memberships	District Tree
\$1,000.00	Copier Contract	NEW QuickBooks
\$212.00	Intern	Website Expenses
\$400.00	Rent	Unemployment
\$100.00	Ads	Unemployment
\$400.00	ESC Course Expenses	Rain Barrels
\$950.00	Envirothon	Rain Barrels
\$4,000.00	Conference Expenses	OC Tire Recycling
\$2,000.00	Intern	OC Tire Recycling
\$5,100.00	Intern	WRC Grants
\$1,000.00	Phone: Cell Phones	Office Supplies
\$3,000	Increase Fund Balance (Revenue)	Special Projects – matching expenditure for Hydroseed materials per Resolution # 20201118—06

Motion to approve the budget amendments as submitted.

Motion made by Ken Livermore, seconded by Mark Venuti.

Ed asked about Unemployment expenditures. Diana explained that the percentage we contribute per New York State increased significantly due to COVID19. Ed also asked if we anticipate having an intern this year. Megan responded that we do not.

All in favor, motion approved.

Resolution #20210616-03

Motion to approve the Treasurer’s Report and May Financial Statements.

Motion made by Mark Venuti, seconded by Ken Livermore.

All in favor, motion approved.

Resolution #20210616-04

PRIVILEGE OF THE FLOOR

Ed Jackson:

1. Ed inquired about the Hemlock Woolly Adelgid (HWA). Megan stated that she hopes to apply for a grant regarding HWA response and she will be talking more about that later in the meeting.
2. Ed asked if we have found a source to produce the blue bird nesting boxes. Megan explained that we do now have a source to consider. Mimi Worth with the Wayne Finger

Lakes BOCES in Williamson will be having her students build a prototype for us. Once that is approved, they will be able to supply the boxes to us by January 2022.

3. Ed reported that the Town of Richmond will be doing the culvert/bridge work in Sandy Bottom Park in the fall.
4. Ed reported that there continues to be no changes to the septic system inspection code compliance in the Town of Richmond.

Rich Russell:

1. Rich shared that the County has finalized the upcoming Workers' Comp charges and the District's bill is being reduced this year.

NRCS

Dan Weykman – report submitted via email

- **EQIP**
 - Round 1 Preapprovals:
 - All Cropland and Pasture Applications: ~\$166,905
 - High Tunnels
 - Residue Management
 - Cover Crops
 - Pollinator Habitat
 - Farmstead Applications (manure storage)
 - \$1.13M requested
 - **NONE** preapproved in first run through
 - Could happen as contracts are written and funding refined
 - Working on writing contracts now
 - 2021—Field work underway: diversions, wascobs, livestock pipelines, high tunnels, forestry work
- **AMA**
 - New Urban Initiative,
 - Had a brief, FY2021, Round 2 signup
 - 1 preapproved application—High Tunnel, \$4289
 - FY2022. Summer 2021 planning; Outreach ideas welcomed.
- **CSP**
 - “Classic” CSP:
 - 7 FY21 applications submitted:
 - All Cropland: Dairy, Cash Crop, Xmas trees
 - \$554,556 on 11087 acres requested
- **EQIP CIC**
 - New program to be offered, supposedly a mix of EQIP and CSP
 - On hold in NY in FY21
- **Program Info:** I have been providing website to customers. Please feel free to share: <https://www.nrcs.usda.gov/wps/portal/nrcs/main/ny/programs/farmland/>
- **Food Security Act Determinations**

- On-site determinations have resumed; ~10 so far (potential violations included). More coming, 1026s coming regularly from FSA

**Reminder—AD-1026 to be completed with FSA staff for NRCS assessment

STAFF REPORT

Alaina Robarge, District Educator

Alaina thanked the Board for the opportunity to speak. She shared a presentation of projects that she has been working on this past year.

- Alaina developed a new website for the Ontario Wayne Stormwater Coalition (OWSC) and she has been working on updating their outreach materials.
- Alaina helped the OWSC with their annual IDDE / Good Housekeeping training. She presented several virtual trainings and she developed a self-guided training for them to use in the future.
- Alaina participated in a virtual presentation and guided walk on invasive species. She has created extensive content for our website regarding invasive species.
- Alaina coordinated this year's virtual Envirothon. She partnered with Wayne, Seneca and Yates Counties and had a very successful event. She also worked on preparations with the Marcus Whitman team that advanced and ultimately finished sixth in the State.
- Alaina has continued working on rain barrel workshops. She recently presented a workshop at the Finger Lakes Museum and she has an upcoming workshop at Outhouse Park in Canandaigua that is being sponsored by the Canandaigua Lake Watershed Association.
- Alaina reported that she has created and maintains a YouTube channel for the District. She has been working on a variety of videos for the channel. Tucker has been involved in helping her with several farm related videos.
- Alaina has been working on the Seneca Keuka Watershed Partnership newsletter as part of their 9 Element plan. She is working on the fourth edition now.
- Alaina maintains the District's Facebook page. She also maintains the OWSC Facebook page.
- Alaina worked the Ontario County vaccination clinics as time allowed. She was able to work many of the various jobs at the clinics.
- Alaina created the annual newsletter for the Honeoye Lake Watershed Task Force (HLWTF).
- Alaina is currently working on a Tool Kit resource for the HLWTF.
- Alaina continues to help farms with the paperwork for the CAFO tire recycling project. In 2020 105 tons of tires were recycled.
- Alaina is on the State Fair/Empire Farm Days committee. Katie helped her re-do the tri-fold display for Empire Farm Days and Alaina is responsible for purchasing promotional materials for the State Fair booth.
- Alaina publishes the District's quarterly newsletters. They are available on our website.
- Alaina worked with Jamie to develop a rack card about the Canandaigua Lake Watershed Inspection program. This informational card is being distributed throughout the watershed.
- Alaina is working with CCE on Conservation Field Days. This event will happen in September this year. It will be spread across several days so that schools can come separately for safety.

The Board thanked Alaina for all of her hard work and congratulated her for winning the Division II Merit Award earlier this year.

CORRESPONDENCE

Correspondence was distributed.

GENERAL BUSINESS

Megan Webster, District Manager Report

COVID Update

The CCE building is now open to the public. Staff will hold meetings in the common rooms and can host meetings for partner organizations.

Megan met with Tim Jensen from Ontario County Planning to discuss office needs as the County Planning Department works with CCE to develop a plan for the future.

Megan reached out to the County Administrator regarding hosting a project tour for the Board of Supervisors. Two possible tracks are being considered - one with water quality related projects such as stream and shoreline restoration and habitat improvement projects focused around Honeoye Lake and a second focused on agricultural BMPs focused around the Geneva area. Megan will continue to work with the County and keep the Board updated on plans.

Grants & Projects

AgNPS Rd 23:

Megan met with Half Dutch, NRCS, the contractor, and the project engineer on-site to discuss project changes resulting from the need for more fill material. The project continues to move forward and a cost estimate for additional work will be provided by the contractor shortly.

AgNPS Rd 25:

Tucker and Megan met on-site with ELVI Farms, the contractor and the project engineer for a pre-construction meeting. The work should begin after July 4th.

Will-O-Crest continues to work through the variance process. Megan and Tucker attended the Town Planning Board meeting on May 25th and the County Planning Board meeting on June 9th. Megan attended an additional Town Planning Board meeting on June 15th. The project now goes to the Manchester Zoning Board of Appeals for the variance. The public has concerns over the location of the storage and resulting effects on air and water quality as well as on home values. If the variance is denied, the project will be re-designed to move the storage to a less optimal location that doesn't require the variance.

Heifer Haven continues to move forward. The liner is installed and the concrete pad is poured. They are moving towards final grade and stabilization. Based on the farm's request, the District will be providing continued SWPPP inspections on a fee-for-service basis.

AgNPS Rd 27:

The Minns project is ready to be resubmitted. Wellblest currently does not have an up-to-date CNMP and will not be prepared to submit for this round of funding.

We will be submitting a grant in partnership with Yates County for a farm in the Canandaigua Lake Watershed.

Motion to approve submitting an application and participating in AgNPS Round 27 funding for Minns Farms.

Motion made by Ken Livermore, seconded by Ed Jackson.

All in favor, motion approved.

Resolution #20210616-05

FLX EBM:

The current project with Joel Bay for an erosion and sediment control project is complete. We will be ready to reimburse upon receipt of all financial information and P.E. approval of as-built plans.

Motion to approve reimbursement up to the contracted amount of \$5,250.00 to Joel Bay for completion of this FLX EBM erosion and sediment control project.

Motion made by Amanda Button, seconded by Ken Livermore.

All in favor, motion approved.

Resolution #20210616-06

FLX EBM- Rd 2

A future round is expected shortly that will increase the individual project cap from \$10,000 to \$25,000. The RFP should be released in the near future.

CRF Rd 5:

We have received the executed contract for the Upland Water Management Project at Fruition Seeds. The farm is looking at a 2022 installation.

FLLOWPA:

The Fishers streambank stabilization project should begin construction in July.

NESARE:

This is an interseeding cover crop grant. Katie received the seed today. Hemdale will do the interseeding for Mike Goodman Farm in early July.

Conservation Kick Program:

Cornell is interested in moving forward with the project. Town of Geneva will hold the contract with Cornell and the Great Lakes Commission. The District will be providing technical assistance and receive a stipend from GLC of \$2,000.

Base AEM Yr 16:

Copper Creek's project is underway.
Purdy's project is planned for autumn.

Base AEM Yr 17:

The June SWCC meeting included a presentation on Year 17 changes prompted by comments from a recent Manager's meeting. The changes include:

Updates to program forms based on AEM16 feedback

- \$48/hour Technical Assistance (TA) rate

- Technical Assistance Track funds for soil nutrient, manure/compost, and soil health testing services (or additional TA) for \$10,000
- Clearer description of State match limits
- Alternatives for Tier 4 Cost-Share (CS) Track eligibility for District associated individuals
- Tier 4 CS Track design (an alternative relative to the current AEM16 approach)
- Language modifying who is eligible for grant funding- i.e. staff and Directors may apply for funding following set policy to avoid conflict of interest

The District's Year 17 plan is due in November but unlike Year 16, projects do not have to be finalized until May. The project funding does not have to be publicly advertised.

WQIP:

Katie has been working on writing a grant submission for a roadside stabilization project with the Town of Canadice. Other municipalities in the Honeoye Lake Watershed were contacted for interest but no responses were received.

GLRI Forestry Grant:

We have been working with project partners to review Hemlock Woolly Adelgid (HWA) treatment opportunities in Ontario County. This grant would provide support for education/outreach, scouting & prioritization, and chemical treatment management of HWA. The focus areas would be the Honeoye Lake watershed and the Canandaigua Lake watershed. The grant has a minimum of \$50K and max of \$200K with 20% match required. We are working with project partners to determine overall project costs. The District could support the project with 2022 Part B funding for overall invasive species control at \$6,000 and we could possibly direct FLOWPA funds to the work as well. The District would be responsible for managing the payments to commercial applicators.

Motion to approve submitting a GLRI application and letter of support from the District for HWA education/outreach, scouting and prioritization, and chemical treatment management.

Motion made by Ken Livermore, seconded by Mark Venuti.

All in favor, motion approved.

Resolution #20210616-07

Canandaigua Lake Watershed Inspection Program

At the recent Canandaigua Lake Watershed Commission meeting, the 2022 budget was passed. This budget includes a change to set a minimum level of funding for District administration of the program at \$10,000. The current budget contains an administration fee of 10% of the total full time program cost. At this meeting, the Commission also approved a budget amendment for 2021 that adds the \$10,000 minimum fee. Overall lower program costs and efficiencies have reduced the administration fees for the past several years and it has not adequately covered the cost of managing the program. Including this minimum fee ensures that the District is adequately compensated for the administration provided.

Upcoming events

June 23rd Rain Barrel Workshop with CLWA

Tentative - Grazing Workshop on August 24th 2021. This is in partnership with Yates County SWCD, Troy Bishopp (Madison SWCD) and Fay Benson (Cornell).

Needs

4 vehicle inspections

2 wireless keyboard/mouse sets

Connectors for several tablets

The purchase of seed packets for the State Fair – purchase price to be reimbursed by NYSCDEA

Motion to purchase 4 vehicle inspections, 2 wireless keyboard/mouse sets, connectors for tablets, and seed packets for the State Fair.

Motion made by Ed Jackson, seconded by Ken Livermore.

All in favor, motion approved.

Resolution #20210616-08

Juneteenth

In 2020 the Governor signed legislation making Juneteenth a State holiday.

Motion to close the District Office as a holiday for staff on June 21, 2021 to observe Juneteenth.

Motion made by Ken Livermore, seconded by Mark Venuti.

All in favor, motion approved.

Resolution #20210616-09

Special Event

Resolution # 20201216—14 calls for a joint Board / Staff special event once it is safe to gather. It is proposed that Board and Staff gather at 3pm on July 21st with the regular Board meeting starting at 4pm.

Motion to have a joint Board/Staff event with refreshments and activities at 3pm July 21st. Supply purchases to be funded with the Logo Clothing allocation. The July Board meeting is rescheduled to begin at 4:00pm.

Motion made by Rich Russell, seconded by Mark Venuti.

All in favor, motion approved.

Resolution #2021016-10

ADJOURNMENT

Motion to adjourn at 6:13pm.

Motion made by Ken Livermore, seconded by Ed Jackson.

All in favor, motion approved.

Resolution #20210616-11

Diana Thorn, Secretary/Treasurer to the Board