

ONTARIO COUNTY SOIL AND WATER CONSERVATION DISTRICT
Board of Directors Meeting
July 12, 2023
Minutes

Meeting held at the Cornell Cooperative Extension (District Office)

PRESENT:

DIRECTORS: Vice Chairman Jim Malyj, Ken Livermore, Ed Jackson, Rich Russell, Amanda Amadon (4:32pm), Mark Venuti (4:33pm)

ABSENT: Chairman Sam Casella

STAFF: Megan Webster, Diana Thorn, Tyler Ohle

USDA

FSA: None

NRCS: None

CALL TO ORDER REGULAR MEETING

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

MINUTES

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

Motion that the minutes of June 21, 2023 be accepted as submitted.

Motion made by Ken Livermore, seconded by Rich Russell.

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

Resolution #20230712-01

Amanda Amadon arrived at 4:32pm

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 #7 in the amount of \$30,171.48.

Motion made by Ed Jackson, seconded by Ken Livermore.

Ken Livermore reviewed and signed the bills earlier today.

All in favor, motion approved. (Mark Venuti not present yet)

Resolution #20230712-02

Mark Venuti arrived at 4:33pm

TREASURER'S REPORT

Diana reviewed her Treasurer's Report with the Board, which includes the financial statements for June 30, 2023. Megan has reviewed and signed payroll #13; the June bank statements; and the reconciliation reports from QuickBooks. All bank accounts are reconciled successfully through June 30th.

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

Motion made by Ken Livermore, seconded by Ed Jackson.

All in favor, motion approved.

Resolution #20230712-03

PRIVILEGE OF THE FLOOR

None

FSA

None

NRCS

None

STAFF REPORT

Tyler Ohle

Tyler shared that he has been working on the 5-year inspections in Canandaigua and South Bristol.

Tyler reported that there is a new Code Enforcement Officer (CEO) in the Town of Italy. Tyler has been working with this new person on septic issues. He has issued two violations in the Town and is working with the CEO, the Department of Health (DOH), and the property owners to resolve the issues.

Tyler reported that he is working with the Town of Middlesex regarding their new 5-year inspection law. Several issues have been found and he is working with the CEO and the property owners to get them resolved.

Tyler reported that he is working with DOH staff on several design reviews that fall under their authority for new construction on steep slopes around the lake. Houses that are too big and/or areas where the slope is too steep for proper septic function have been refused.

Tyler reported that he is helping real estate agents and CEOs as he can. He reported feeling like he is really settling into the position now.

Megan shared that Tyler has done a great job at building relationships with Town Code Enforcement Officers and Department of Health staff.

When Tyler finished speaking, there was a brief discussion on short term rental issues that have occurred around the county. Towns are starting to adopt local laws that tie allowable rental

occupancy to septic system tolerances and number of bedrooms. It is expected that more towns will adopt such laws.

On behalf of the Board, Vice Chairman Malyj thanked Tyler for his hard work.

CORRESPONDENCE

Correspondence was going around the room.

GENERAL BUSINESS

Megan Webster, District Manager Report

Facilities

The new flooring has been installed and staff are working on moving back into our office space. Megan shared that CCE has approved the replacement of the windows in the common area and we are waiting on an installation date.

Vehicle

The Dodge Ram sold on Auctions International for \$25,300. The original purchase price was \$22,401. The truck has been picked up by the buyer, the plates have been surrendered, and it has been removed from our insurance policy.

Ontario County

Megan shared that she and Rich Russell met with the County Administrator and the Deputy County Administrator to discuss funding and office space needs. Megan will present the 2024 budget at an upcoming meeting and will include a request for an increase in the County Appropriation to reflect the addition of a new staff position. In preparation for this upcoming meeting, Megan and Diana have drafted a 2024 operating budget with the requested increase and the expected change to expenditures caused by the new position. A meeting with the Board's Budget Committee will be scheduled soon. The County Administrator shared that the County does not currently have any appropriate space to offer the District. Perhaps in the future.

Environmental Project Funding

A meeting was scheduled to discuss environmental project funding. Unfortunately, the meeting was cancelled due to the unanticipated visit to the area made by Governor Hochul to view the recent flood damage. To date it has not been rescheduled. Megan spoke with State Assemblyman Gallahan and State Senator Helming during the Farm Bureau tour. Both spoke in support of this funding approach.

Grants & Projects Updates

AgNPS Round 28

We have received the contracts for this round and have submitted the vouchers for project funding.

CRF Round 6

We are still waiting for the contract from NYS Ag & Markets. The project continues to move forward.

WQIP Round 19

Katie is working on three applications for this round (two for projects with the County and one for aquatic passage). These applications will be submitted prior to the July 28th due date.

DEC Finger Lakes Watershed Grant

District staff is currently working on an application for the Castle Creek Water Storage Project in the Town of Geneva. The application will be submitted prior to the July 21st deadline.

GLRI HWA

Megan reported that the work at Briggs Gully is complete. We are now waiting on paperwork so that an interim report and reimbursement request can be submitted.

CRF Round 7

Staff is working on several applications for this round. They are due August 7th.

Needs

Due to the shift in staff office space and the new position, the District needs an additional desk, monitors, a computer, a tablet, and other office equipment (speakers, phone, cell phone, etc.).

Motion to approve the purchase of a desk, an office chair, a computer, a tablet, monitors, and additional equipment like but not limited to speakers, phone, cell phone, etc..

Motion made by Mark Venuti, seconded by Rich Russell.

All in favor, motion approved.

Resolution #20230712-04

Recent Events

06/15/23: Naples Rain Barrel Workshop with CLWA, 20 Barrels, (Alaina and Megan) ~35 people

06/20/23: CLWA Annual Meeting, OCSWCD table at Lincoln Hill Farms, (Megan and Alaina)- 150 people

06/27/2023: NY Kitchen's Youth Summit; Panel discussion/questions; high school kids; partnered with Jacob Maslyn from CCE to have a calf for the students and Monroe Tractor brought equipment; (Alaina) ~60 people

06/29/2023: Bloomfield Public Library Strawberry Activity; story time and then talked about strawberry plants, farming, etc.; (Alaina) ~10 people

07/11/2023: Walworth/Ginegaw Park Farmers' Market for OWSC; watershed model and handouts; (Alaina) ~50 people

Upcoming Events

07/13/2023 Skaneateles Shoreline Program presentation in Skaneateles, NY

07/19/2023: Victor Farmers' Market for OWSC

07/22/2023: South Bristol Tire Recycling

07/24/2023: Presentation on Soil at Trademarks Flower Farm workshop for beginning flower farmers

07/26/2023: Rain Barrel Workshop for OWSC at Victor Municipal Park

07/27/2023: Ontario/Yates Code Enforcement Officer Meeting at Red Jacket Park

07/28/2023: "Ag Day" at the Ontario County Fair

07/30/2023: Table at Lincoln Hill Farms for "Gorham Green Days"

Ed Jackson asked if there was any follow-up on the feeder canal/outlet cleanup. Megan shared that she and Katie plan to fly the drone over much of this area to determine what is happening, what needs to be dealt with, and which towns are involved. She is hoping that this can be scheduled in mid-August.

Executive Session

Motion to enter Executive Session at 5:07pm to discuss matters leading to the appointment and employment of a particular person for the new Conservation District Technician position. Motion made by Ed Jackson, seconded by Rich Russell.

All in favor, motion approved.

Resolution #20230712-05

Motion to adjourn the Executive Session at 5:37pm.

Motion made by Mark Venuti, seconded by Ed Jackson.

All in favor, motion approved.

Resolution #20230712-06

Motion to: 1. authorize the District Manager to extend an offer of employment for the new Conservation District Technician position contingent on reference check; 2. to authorize the District Treasurer to create a new budget line in the 2023 operating budget for the new position with an allocation of \$22,500 from fund balance; and 3. to approve a budget amendment moving \$3,000 to the office supplies budget line from fund balance to be used on the purchase of office equipment and supplies.

Motion made by Ed Jackson, seconded by Rich Russell.

All in favor, motion approved.

Resolution #20230712-07

Next meeting: August 16, 2023

ADJOURNMENT

Motion to adjourn at 5:38pm.

Motion made by Ed Jackson, seconded by Mark Venuti.

All in favor, motion approved.

Resolution #20230712-08

Diana Thorn, Secretary-Treasurer to the Board