

ONTARIO COUNTY SOIL AND WATER CONSERVATION DISTRICT
Board of Directors Meeting
February 15, 2023
Minutes

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

PRESENT:

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

STAFF: Megan Webster, Diana Thorn

USDA

FSA: None (report submitted via email)

NRCS: None (report submitted via email)

ABSENT: Chairman Sam Casella, Mark Venuti

CALL TO ORDER REGULAR MEETING

Vice Chairman Malyj called the regular meeting to order at 4:30pm 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 January 12, 2023 be accepted as submitted.

Motion made by Ken Livermore, seconded by Rich Russell.

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

Resolution #20230215-01

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 #2 in the amount of \$696,726.36.

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 #20230215-02

(Amanda Amadon arrived at 4:36pm)

TREASURER'S REPORT

Diana reviewed her Treasurer's Report with the Board, which includes the financial statements for January 31, 2023. Megan has reviewed and signed payrolls #1, #2, and #3; the January bank statements; and the reconciliation reports from QuickBooks. All bank accounts are reconciled successfully through January 31st.

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

Motion made by Ed Jackson, seconded by Ken Livermore.

All in favor, motion approved.

Resolution #20230215-03

Diana discussed with the Board making changes to the way that the Watershed Inspection program accounting is handled.

Motion to include WI revenue and expenditure lines in the District financial reports.

Motion made by Ken Livermore, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20230215-04

PRIVILEGE OF THE FLOOR

Ed Jackson:

1. Ed shared that he thought that the Winter Newsletter and Annual Report was very well done. He particularly liked the statistic that the District provided education/outreach to 3,590 K-12 students.
2. Ed asked if there was a good turn-out for the Realtor Workshop. Megan shared that 12 people attended.
3. Ed asked if the District will be submitting a nomination for the 2023 Leopold Award. Megan shared that discussions are underway but no decision has been made at this time.
4. Ed commented that he enjoyed the Backyard Conservation piece in the newsletter and he asked if we have considered expanding the tree sale offerings. Megan stated that we are careful to only offer bareroot stock of native species.

USDA/FSA

Report submitted via email by Joann Rogers

Disaster/Pandemic Programs: revenue loss assistance programs for either program years 2020 and 2021 for Emergency Relief Program (ERP) Phase 2 or 2020 for Pandemic Assistance Revenue Program (PARP). Applications will be accepted until 06/02/2023. Contact the Ontario County FSA office at 585-394-0525 ext. 2 for specifics or review the fact sheet at: [Revenue Loss Assistance - PARP and ERP 2 \(usda.gov\)](#)

2023 crop year (NAP): The Non-Insured Crop Disaster Assistance Program is available for most crops that are not available through conventional crop insurance. The deadline for spring seeded crops (artichokes, beans, broccoflower, broccoli, brussel sprouts, melon, cantaloupes, carrots, cauliflower, cucumbers, peppers, pumpkins, squash, tomatoes and others) is 3/15/2023

[fsa_nap_noninsuredcropdisasterassistance_factsheet_2023.pdf \(usda.gov\)](#)

Conservation Reserve Program (CRP): we have continuous CRP ongoing for water resource concerns, such as filter strips, grass waterways, fencing animals out of water ways and other pasture related projects.

2023 ARC & PLC (Agriculture Risk Coverage & Price Loss Coverage) enrollment is open until 03/15/2023: ARC is an income support program that provides payment when crop revenue declines below a specified guarantee level & PLC provides income support payments when the effective price for a covered commodity falls below its effective reference price. [Agriculture Risk Coverage \(ARC\) & Price Loss Coverage \(PLC\) \(usda.gov\)](https://www.usda.gov/arc-plc)

County Committee (COC): The next COC meeting is on Tuesday, February 28, 2023 at 9AM; if interested in attending the COC meeting please contact the office at 585-394-0525 ext. 2.

Farm Program Loans:

- **Farm Storage Facility Loans (FSFL):** interest rates range from 3.625% to 4.000% 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 \(usda.gov\)](https://www.usda.gov/farm-storage-facility-loan-programs-fact-sheet-july-2022.pdf)
- **Market Assistance Loans (MAL's)** are short-term commodity loans with interest rate of 5.750% for grain stored in bins. [mal ldp fact sheet.pdf \(usda.gov\)](https://www.usda.gov/mal-ldp-fact-sheet.pdf)

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.

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.

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 participate from all types and sizes of farm operations, whether you are an Urban or Rural producer/farmer.

USDA/NRCS

Report submitted via email by Dan Weykman

EQIP

- Existing Contracts:
 - Landmark: Error resolved, payments made. Great work by all!
 - Payments: ~\$479,500 – Waste storage & High Tunnel
- 2023—Officially 26 applications: Forestry, High Tunnel, Cropland (zone till & cover crops), Pollinators, Farmstead
 - High tunnels—3 pre-approved, contract writing in progress
 - February 17, Internal ranking deadline
 - 2 applications for a 'Round 2' if one comes
- **CIC Initiative-** No signups
- **Inflation Reduction Act (IRA) funding:** March 1 – April 3, 2023 signup
 - "Climate Smart" practices

- **CSP**
 - Existing: 2022 payments completed
 - 2023: 5 applications received. Will be working with customers after EQIP ranking

- **Food Security Act Determinations**
 - Ongoing. On-site wetland visits will begin again during growing season spring 2023.

****Reminder—AD-1026 to be completed for cropland activities (tiling, clearing) with for NRCS assessment.**

CORRESPONDENCE

Correspondence was going around the room. Additionally, a thank you from Katie Lafler was shared expressing appreciation over policies that support family leave allowances.

Megan shared with the Board that the District was included in correspondence from NYACD for both their Annual Meeting last fall and the upcoming Legislative Days event. Megan shared what was submitted and what was published, and shared her concerns over the formatting issues in the NYACD publications.

GENERAL BUSINESS

Megan Webster, District Manager Report

Civil Service

Civil Service has announced the test for the District Educator Position. The test will be April 22, 2023. Alaina is applying to take the test. Applicants must be residents of Ontario County.

Winter Newsletter

Megan thanked the staff for the work on the Winter Newsletter and Annual Report as well as the Ag & Markets and State required Annual Reports. All of our reports were submitted on time and have since been accepted. Megan expressed appreciation for the work that went into these reports.

NYS DEC General Permit

Megan reported that we have received our renewed General Permit from DEC. The permit has been shared with the Board and Staff and is available on our shared computer drive.

Alternative Work Policy

The draft Alternative Work Policy reviewed by the Policy Committee was shared with the full Board. This draft directly corresponds to Ontario County's Alternative Work Policy.

Motion to adopt the Alternative Work Policy as submitted.

Motion made by Ed Jackson, seconded by Ken Livermore.

All in favor, motion approved.

Resolution #20230215-05

Annual Sexual Harassment Prevention Training

All staff and Directors have reported watching the required video. A brief discussion was had regarding reporting documentation and policy and no questions were asked.

Grants & Projects Updates

Sustain Our Great Lakes

Staff submitted a pre-proposal for this grant for regenerative agricultural projects focused on small farm BMP implementation. If the pre-proposal is accepted, the full proposal will be due April 25, 2023.

CAFO Landmark

The Closeout report has been submitted and accepted, and the final voucher is submitted.

AgNPS Round 25

The request for an extension on the Will-O-Crest Farms Waste Storage and Transfer System will be reviewed by SWCC at their February 28th meeting.

AgNPS Round 28

Tucker is working on surveying and will work with the Farm and their engineer to design the project.

CRF Round 5

Ed asked about the Fruition Seeds project. Megan reported that the well report is complete. We are now working on modifying the irrigation system design based on the results of the report. This project is expected to begin this year.

NY Grown & Certified Round 3

We submitted two projects for this round and both have been awarded. Once we receive the contracts for the FA-BA Farms Waste Transfer System Project (\$22,480.00) and the B&M Cattle Barnyard Runoff Project (\$50,000.00) we will begin working on planning and implementation.

GLRI

Megan and Katie will attend a walk at Briggs Gully to determine the treatment area for spring and fall work. DEC, FLLT, Hemlock Initiative and other partners are scheduled to attend this walk through.

FOLLOWPA

The County has approved the amended contract. \$5,000 for materials will be applied to the roadside stabilization project on East Lake Rd in the Town of Richmond. The Town will do the work and provide some materials that they already have on hand. Installation is planned within the next few weeks weather dependent. This work will involve a culvert replacement and stabilization of a drainage ditch.

Seneca Pure Waters (SNRP)

The District has been awarded \$10,000 for a project on Armstrong Rd. This is in addition to an award already received for a project at Castle Creek. Both projects are in the design and permitting phase.

WQIP Round 18

We are still waiting to hear from DEC on the application we submitted for this round.

Other

New Vehicle Purchase

Megan received 4 responses for the mini-bid she submitted via the State Contract system. The lowest bid received is for a Dodge Ram. Unfortunately, we did not have a good experience with the last Dodge Ram that we purchased. Megan will resubmit the request specifically targeting the Chevy Silverado and she will include the option to purchase stock on hand in addition to a new build. Megan

reports that the District needs the larger truck bed for transporting rain barrels and that the crew cab is needed when multiple staff need to be present on a work site. Based on the initial bids received, the \$27,500 in the budget will be inadequate.

Motion to approve a budget amendment to increase the Vehicle Expenditure line to \$50,000.00 using an increase in the Fund Balance allocation to balance the budget, and to accept a reasonable bid for a Chevy Silverado not to exceed \$50,000 if such a bid is received.

Motion made by Ken Livermore, seconded by Amanda Amadon.

In Favor: K. Livermore, R. Russell, A. Amadon, J. Malyj

Opposed: E. Jackson

Motion approved.

Resolution #20230215-06

Women in Ag

Elected official Marjorie Byrnes is holding a Women in Ag event in Livingston County. Megan, Katie, and Alaina will attend.

Sewer Snake

Megan reported the District owned sewer snake is not being utilized. The Board agreed that Megan should pursue opportunities to sell the sewer snake.

Comprehensive Fee Schedule

Megan shared that it has come to the attention of staff that our current fee structure is not in alignment with other providers on some services. She and staff would like the Board consider the following changes:

Soil Group Worksheet / Ag Value Assessment: change from \$30 to \$40

Septic Inspection fee: change from \$175 to \$225

Digging fee: change from \$100 to \$150 PER COMPONENT

Soil Investigation: change from \$175 to \$250 per test

Engineered Design Review: change from \$100 to \$150

Motion to approve updating the current Comprehensive Fee Schedule with these changes: Soil Group Worksheet / Ag Value Assessment: change from \$30 to \$40; Septic Inspection fee: change from \$175 to \$225; Digging fee: change from \$100 to \$150 PER COMPONENT; Soil Investigation: change from \$175 to \$250 per test; Engineered Design Review: change from \$100 to \$150 as of March 1, 2023.

Motion made by Ed Jackson, seconded by Ken Livermore.

All in favor, motion approved.

Resolution #20230215-07

Approvals

Approval to purchase educational materials (including but not limited to printing, display stands, refractometers) for the Soil Health Workshop and summer workshops/outreach events with funds from the AEB Healthy Soils grant not to exceed \$2,250.

Motion made by Ed Jackson, seconded by Rich Russell.

All in favor, motion approved.

Resolution #20230215-08

Approval to purchase materials for the 2023 Envirothon (including but not limited to t-shirts and educational materials).

Motion made by Ed Jackson, seconded by Ken Livermore.

All in favor, motion approved.

Resolution #20230215-09

Next meeting: March 22, 2023 PJ Emerick will be in attendance to present the required District Law Training.

ADJOURNMENT

Motion to adjourn at 5:44pm.

Motion made by Rich Russell, seconded by Ed Jackson.

All in favor, motion approved.

Resolution #20230215-10

Diana Thorn, Secretary/Treasurer to the Board