

ONTARIO COUNTY SOIL AND WATER CONSERVATION DISTRICT
Board of Directors Meeting
November 20, 2024
Minutes

Meeting held at the Cornell Cooperative Extension (District Office)

PRESENT

DIRECTORS: Vice Chairman Jim Malyj, Ken Livermore, Ed Jackson, Mark Venuti, Amanda Amadon
(4:37pm)

ABSENT: Chairman Sam Casella, Dale Stell

STAFF: Megan Webster, Diana Thorn

USDA

FSA: None

NRCS: None

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 from October 16, 2024. The following motion was offered:

Motion that the minutes of October 16, 2024 be accepted as submitted.

Motion made by Mark Venuti, seconded by Ken Livermore.

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

Resolution #20241120-01

BILLS

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

Motion to approve the bills as submitted and Abstract #11 in the amount of \$288,432.54.

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 #20241120-02

TREASURER'S REPORT

Diana reviewed the Treasurer's Report with the Board, which includes the financial statements for October 31, 2024. Megan has reviewed and signed payrolls #21, #22, and #23; the October bank statements; and the reconciliation reports from QuickBooks. All bank accounts are reconciled successfully through October 31st.

Diana reported that the District Savings Certificate of Deposit was rolled over for 90 days.

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

Motion made by Ken Livermore, seconded by Ed Jackson.

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

Resolution #20241120-03

PRIVILEGE OF THE FLOOR

Ed Jackson

1. Ed reported that he spoke to a property owner on S. Lake Rd in the Town of Middlesex who had recently had a septic inspection with Tyler. The property owner told Ed that they were exceptionally pleased with the way Tyler handled the inspection, shared information, and answered questions.
2. Ed shared that he was recently at a meeting at Sandy Bottom park when Bryce from DEC suggested contacting OCSWCD for guidance because the people there are fantastic.
3. Ed said kudos to Diana for the work that she does.

FSA

Joann Rogers reported via email that they are busy with commodity loan requests and working through weather related crop losses. They have finished fall crop reporting.

NRCS

Dan Weykman – no report.

CORRESPONDENCE

Correspondence was going around the room.

GENERAL BUSINESS

Megan Webster, District Manager Report

Megan reported that the annual employee performance evaluations are scheduled in early December. Employees have the self-assessment to complete before their meeting.

Megan reported that she is working on gathering materials for the annual report.

Grant and Project Updates

UPP/Onsite Treatment Systems

Megan shared that applications continue to be received and reviewed for the Septic System Replacement Program Round 4. Tad recently presented to the Finger Lakes Regional Watershed Alliance on the benefits of inspection programs for short term rental properties. Tad also submitted

an abstract to the Finger Lakes Institute Annual Symposium for a presentation on the importance of inspection programs for water quality.

Amanda Amadon arrived at 4:37pm

Base AEM

Megan shared that work is ongoing at Hickory Lane.

Megan reported that staff are working on plans for the 2025 Soil Health Workshop. The event will be in March and will be held at the Ontario Produce Auction. We will continue to partner with Yates County for this event.

Megan shared that Cleason Horst of Friendly Blends is holding a Soil Fertility Workshop. He has reached out to ask for assistance paying the speaker. We have funds remaining in our training budget line.

Motion to approve staff registrations as well as supporting the Friendly Blends Soil Fertility Workshop speaker fee not to exceed \$2,000.

Motion made by Amanda Amadon, seconded by Ken Livermore.

All in favor, motion approved.

Resolution #20241120-04

AgNPS Round 28 – J Minns

Megan reported that J Minns Farms has submitted reimbursement materials and the PE certification for the storage. Staff will be preparing the expenditure summary and reimbursement package to present to the Board at the December meeting. The transfer portion of the project will be completed in 2025.

CAFO ENMP Round 1

Megan reported that we submitted 4 applications for this round:

Half Dutch Cover and Flare Replacement Application

J. DeBoover Waste Efficiency and Methane Reduction Project Application

Schum Acres Comprehensive Methane Mitigation Project Application

Will-O-Crest Waste Separation, Transfer, and Treatment Application

CRF 7

We continue to wait for executed contracts for the three projects we were awarded in this round.

GLC SNRP 2023

Megan shared that work is underway on the large dual basin project on the Outhouse property with KimMar Farms. Reimbursement materials will be prepared and submitted at the December meeting.

NYSDEC Finger Lakes Watershed Grant

The Castle Creek Water Management Project involves funding through this grant as well as FLOWPA, Seneca Lake Pure Waters SNRP, and the Town of Geneva (in-kind/match). The work has been completed. The final report and reimbursement invoices have been submitted to FLOWPA and Seneca Pure Waters. The final report packet will be submitted to NYSDEC shortly.

FLOWPA/Seneca Pure Waters SNRP/Town of Geneva – Armstrong Rd Project

This project is completed and the final report and reimbursement invoice has been submitted to County Planning / FLOWPA. We are waiting on a final canceled check to submit the final report and reimbursement invoices to Seneca Pure Waters and the Town of Geneva.

GLRI HWA

Staff is working on the final report and it will be submitted soon.

WQIP 18

Megan reported that the Town of Bristol has completed the work on Egypt Rd. We are waiting for the close out materials from the Town and then we will submit the final report and closeout documents for this round.

WQIP 19

Megan reported that we received the executed contract for the Wilson Creek Culvert Stabilization Project. The work on this project has been completed and the County DPW is preparing the reimbursement request materials. Once we receive their materials we will prepare the closeout for this project.

We continue to wait for the contract for the Ontario County Roadside Stabilization Project. The completed contract should be available in the next few weeks. The work is finished and Ontario County DPW is preparing the reimbursement request materials. The only remaining piece of this project is the funds set aside for hydroseeding. If the funds are not fully expended this fall, we will keep this project open for another year to allow time for the funds to be spent.

Work is underway at the Naples Creek Aquatic Connectivity Project on Eelpot Creek. It should be completed this week. We continue to wait for the contract on this project.

American Farmland Trust

Megan reported that we are working with AFT and Tamberlane Farms on their “Advancing Adoption of Regenerative Agriculture on Women-Owned Farms Through Peer to Peer Learning” grant. Funding will be available to support additional implementation and outreach through this grant process.

**Motion to approve entering into a consulting contract with AFT for the “Advancing Adoption of Regenerative Agriculture on Women-Owned Farms Through Peer to Peer Learning” grant.
Motion made by Ken Livermore, seconded by Ed Jackson.**

All in favor, motion approved.

Resolution #20241120-05

Approvals

Motion to approve payment of the 25% deposit to Meadowview for 2025 tree sale stock in January.

Motion made by Ken Livermore, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20241120-06

Motion to approve the purchase of boots for staff that need them.

Motion made by Ken Livermore, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20241120-07

Motion to approve the purchase of supplies and microscopes per the Finger Lakes Connected Learning Ecosystems Grant Award not to exceed \$1,500.00.
Motion made by Amanda Amadon, seconded by Mark Venuti.
All in favor, motion approved.
Resolution #20241120-08

Motion to approve paying for an online defensive driving course for staff members.
Motion made by Amanda Amadon, seconded by Ken Livermore.
All in favor, motion approved.
Resolution #20241120-09

Motion to approve the purchase of logo-wear soft shelled jackets as needed.
Motion made by Mark Venuti, seconded by Amanda Amadon.
All in favor, motion approved.
Resolution #20241120-10

Upcoming events

11/21/24 – Water Workshop (formerly the Realtor Workshop)

11/26/24 – NYSDEC 4 Hour Course

12/3-12/4/2024 Manager’s Meeting (Megan and Jim Malyj)

Motion to enter executive session at 4:52pm to discuss the compensation package for a specific employee.
Motion made by Mark Venuti, seconded by Ken Livermore.
All in favor, motion approved.
Resolution #20241120-11

5:02pm Regular meeting resumes, Megan and Diana reenter the meeting.

Motion to approve an adjustment to the 2025 draft budget for the District Manager salary line.
Motion made by Mark Venuti, seconded by Ken Livermore.
All in favor, motion approved.
Resolution #20241120-12

Motion to approve moving the December 18, 2024 regular meeting to 1pm and to approve the purchase of supplies for lunch that day.
Motion made by Mark Venuti, seconded by Ken Livermore.
All in favor, motion approved.
Resolution #20241120-13

Next meeting: December 18, 2024 **AT 1PM**, please note the time change.

ADJOURNMENT

Motion to adjourn at 5:21pm.

Motion made by Ed Jackson, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20241120-14

Diana Thorn Secretary-Treasurer