



ONTARIO COUNTY

SOIL & WATER CONSERVATION DISTRICT

www.ontswcd.com

480 North Main Street, Canandaigua, New York 14424

Telephone (585) 396-1450 Fax (585) 396-1305

Agenda

Wednesday January 20, 2021 @ 5:00pm

DISTRICT BOARD MEETING

(Due to COVID-19 restrictions, the District Board meeting will be open to the public via web meeting/call-in posted on ontswcd.com website and at office) Further information is available on the website.

CALL TO ORDER THE ORGANIZATIONAL MEETING (open to the public)

- Election of Officers (Chair and Vice Chair)
- Appointments (Clerk/Treasurer – Diana)
- Policy Review
- Committee Assignments
- Official Depository
- Official Newspaper
- Operating Expenses Approval Prior to Board Audit
- Number of Meetings, Dates and Times

ADJORNMENT OF ORGANIZATIONAL MEETING

CALL TO ORDER REGULAR MEETING (open to the public)

PLEDGE OF ALLEGIANCE: (Sam)

MEETING MINUTES: December 16, 2020

BILLS FOR APPROVAL (to include add on bills)

TREASURER'S REPORT

PRIVILEGE OF THE FLOOR (Limit to 3 minutes per person)

USDA REPORTS - Joann Rogers, FSA; Dan Weykman, NRCS

CORRESPONDENCE

GENERAL BUSINESS

Grant and Project Updates

Genesee River Watershed Coalition Update

4 hr NYSDEC Erosion & Sediment Control Course

Trainings & Certifications

ADJOURNMENT

***** Next Meeting Wednesday February 17, 2021 at 5:00 p.m. *****

PUBLIC IS WELCOME!



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Further information is available on the website.

OCSWCD January Board Meeting

Wed, Jan 20, 2021 5:00 PM - 7:00 PM (EST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/137412157>

You can also dial in using your phone.

(For supported devices, tap a one-touch number below to join instantly.)

United States: +1 (224) 501-3412

- One-touch: <tel:+12245013412,,137412157#>

Access Code: 137-412-157

ONTARIO COUNTY SOIL AND WATER CONSERVATION DISTRICT
Board of Directors Meeting
December 16, 2020
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: Rich Russell (in-person), Ed Jackson (in-person), Ken Livermore (in-person), Mark Venuti (remotely), Sam Casella (remotely), Amanda Button (remotely), Jim Peck (remotely).

USDA/FSA: Joann Rogers (remotely)

NYS SWCC: PJ Emerick (remotely)

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

ABSENT: None

CALL TO ORDER REGULAR MEETING

Chairman Casella called the regular meeting to order at 5:03pm and Rich led the pledge to the flag.

MINUTES

Chairman Casella asked for any comments, changes, or corrections to the minutes from November 18th.

The following motion was offered:

Motion that the minutes of November 18, 2020 be approved as submitted.

Motion made by Ed Jackson, seconded by Ken Livermore.

All in favor. Motion approved.

Resolution #20201216-01

BILLS

Motion to approve Abstract #12 in the amount of \$57,349.38.

The bills were reviewed by Ken Livermore.

Motion made by Ken Livermore, seconded by Rich Russell.

Ed asked for clarification on NYSE&SCCP. Megan explained that this is Tyler's New York State Erosion and Sediment Control Certificate Program annual renewal.

All in favor. Motion approved.

Resolution #20201216—02

TREASURER REPORT

Diana reviewed her treasurer's report with the Board, which includes the financial statements for November 30, 2020. Megan has reviewed and signed off on: payrolls #24 and #25, the November

bank statements and the reconciliation reports from QuickBooks. All bank accounts are reconciled successfully through November 30th. A spreadsheet was provided that shows the bills that appear in the Abstract listed with more detail and in their current status. The Ontario Wayne Stormwater Coalition has one bill that was approved at their December 15th meeting. Honeoye Lake Watershed Task Force has no bills this month.

Diana reported that the District Savings Certificate of Deposit matured on Tuesday, December 15th and was rolled over for 60 days per your Resolution #20200617 – 03. It rolled over with \$100,875.14.

Diana asked for final approval of the 2021 Budget Expenditures page.

Motion to approve the 2021 Budget Expenditures page.

Motion made by Ken Livermore, seconded by Rich Russell.

All in favor. Motion approved.

Resolution #20201216—03

Motion to approve the payment of the 2021 Health Savings Account contributions on January 4, 2021.

Motion made by Ken Livermore, seconded by Ed Jackson.

All in favor. Motion approved.

Resolution #20201216--04

Motion to approve the Treasurer's Report and the November Financial Statements.

Motion made by Ken Livermore, seconded by Ed Jackson.

Ed asked about the bank account data for November. Expenses exceed deposits significantly because the NYS Dept of Ag & Markets finally cashed the large check from the DeBoover Farms CAFO Waste Storage project (returned unused funds) and we paid the NYS&LRS Annual Employer Contribution. Ed also asked if the project at Mike Baker's farm was completed and paid out. It was.

All in favor. Motion approved.

Resolution #20201216--05

PRIVILEGE OF THE FLOOR

Ed Jackson

1. Ed asked about the permit for a marina that Tad recently did. Megan explained that the permit is for dredging at Roy's.
2. Ed asked about how things are going with Tyler and the Watershed Commission. Megan reported that the Commission is very happy with Tyler's performance.
3. Ed asked about the project at Marshall's Farm. Megan reported that the work is completed.
4. Ed asked about the 2021 tree sale. Megan explained that there were several size changes and price changes this year.
5. Ed asked how the boot allowance went. Megan reported that it went very well and that the staff was grateful.
6. Ed shared a federal soil and water program. Megan will follow up.
7. Ed asked if the District was interested in biochar. Megan reported that there have been several discussions and that we are still researching it.

USDA

Report submitted by Joann Rogers

- **Coronavirus Food Assistance Program (CFAP) ROUND 2:** the deadline for the SECOND round CFAP was 12/11/2020. Just finishing up processing payments.
- **ARC/PLC (Agricultural Risk Coverage-ARC/Price Loss Coverage-PLC):** safety net program enrollment goes until 03/15/2021; for details and specifics on the program contact the FSA office.
- **Conservation Reserve Program (CRP):** General CRP signup will be from 01/04/2021 to 02/12/2021 and CRP grassland sign up from 03/15/2021 to 04/23/2021.
- **Non-insured Assistance Program (NAP):** covers crops not covered under conventional crop insurance; deadline for 2021 coverage for honey and maple sap is 12/31/2020.
- **County Committee Elections results for Local Administrative Area 3: Hopewell, Gorham & Geneva-Seneca is Kelley Jensen, with Christopher Bay serving as 1st alternate.**
- **Farm Program Loans: Farm Storage Facility loans (interest rate ranges from 0.250% to 0.875% and Commodity loans (Market Assistance Loans) interest rate is 1.125%**
- **Farm Loan has a variety of loans available and funding still available.**

County Committee meeting: next meeting is scheduled for Tuesday, January 26th, 2021 at 9AM. These meetings are open to the public BUT will need to call in advance for meeting details, as the USDA-Canandaigua Service Center building is not open to the public but we are open for telephone appointments.

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

LAND CHANGES: please report As Soon As Possible (ASAP)

Reminder for any producer/landowner that is doing any improvements, drainage, clearing, tiling to any land to complete an AD-1026 request for NRCS to review PRIOR to the project.

Farm Loans: For specifics on any of the farm loan programs please contact the Farm Loan team at 585-394-0525 ext. 2. Karen Rugenstein, Farm Loan Manager, Peter Stoep, Farm Loan Officers, Abbey Allison, Farm Loan Officer Trainee and Kim Weykman, Program Technician.

Please feel free to refer any inquiries on any FSA programs or what programs we have to offer by contacting our office at 585-394-0525 ext. 2. In addition to myself there are Program Technicians: Courtney Kautz, Chelsea Jones and Alexis McDougal.

The FSA office is open by TELEPHONE APPOINTMENTS only , CALL the office at: 585-394-0525 ext. 2; NOTE: this is subject to change and is a very fluid situation with the COVID-19 virus.

NRCS

Report submitted via email by Dan Weykman

Please let me know what sorts of information you would like for NRCS to provide each month (or in other avenues, if applicable). Comments/Suggestions appreciated on how I can work more closely with SWCD to collaborate on our shared goals.

- **EQIP**
 - ~\$7140 in payments processed for:

- Cover Crop
 - Currently NY potentially has more \$\$ to offer a Round 2 in FY 2021, stay tuned; already have a handful of applicants
 - Meeting with all FY2021 applicants continues; to develop conservation plans and rankings. Anticipate preapprovals in March and contracts written in March/April
 - 3 current applications for Waste Storage that are working with SWCD
- **AMA**
 - New Urban Initiative, FY2022. Summer 2021 planning; Outreach ideas welcomed. “Urban” is misleading, population centers identified throughout the county. Focus on small backyard or community operations in towns/cities
- **CSP**
 - No approved renewals this FY.
 - “Classic” CSP: FY2021 signup deadline approximately March/April. Applications can be taken at anytime
 - Forestry applications have been successful while Ag land not as much as in past years, but still potential.
- **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/farbill/>
- **Food Security Act Determinations**
 - December 2020: Slowly working through the backlog. No longer on hold due to finalized new CFR rule. Winter is good time to make requests so projects are ready to go in spring. Drainage, ditch cleaning, clearing, etc.
 - **Reminder—AD-1026 to be completed with FSA staff for NRCS assessment.
- **New Staff:** Jeremy Paris on board 1/4/21 as Civil Engineering Tech for the West Area. Supervised from Batavia, located in Canandaigua.

Thank you.

CORRESPONDENCE:

All correspondence this month was electronic and circulated via email.

GENERAL BUSINESS

Manager’s Report

Megan Webster, District Manager

COVID 19 Updates

As you were notified via email, there was a potential exposure through a CCE employee that impacted the full staff. That employee later tested negative, however due to the rapidly rising number of cases, Megan would like to recommend that we return to the response protocol we used last spring/summer. This would mean staff work remotely whenever possible with daily email check-ins. Field work continues when it can be done safely and staff can go in and out of the office (with masks and safe distancing) as needed to complete their work.

Chairman Casella expressed Board support for this response.

Grant and Project Updates

FLX EBM

Green View Farms has a project in partnership with the Town of Gorham and the Canandaigua Lake Watershed Council that is ready to begin. A portion of the project is in the Town's right of way so the farm is not involved. The Town will be doing the work, and the District is buying the stone for the project (this is a reimbursement grant from NYS Ag & Markets). Green View would like us to do an assignment of payment directly to the Town. We will collect the required paperwork.

Motion to approve the assignment of payment to the Town of Gorham for the FLX EBM project at Green View Farms.

Motion made by Ed Jackson, seconded by Rich Russell.

All in favor. Motion approved.

Resolution #20201216--06

AgNPS Round 23

Lightland Farm - We are in the final stages of the project. Lightland is in the process of purchasing a pump for their transfer system. Once that is purchased and installed we can collect the paperwork and prepare for closeout.

Half Dutch - Work on the waste storage facility is ongoing.

GLRI update

Rogers Farms – We have been notified that a wetland permit will be required by NYS DEC for this project despite our concerns about the map data accuracy for the area. In the past, DEC has waived the fee for partner agencies for such a permit. Unfortunately, the new Deputy Permit Administrator has stated that this fee cannot be waived for this project.

Motion to approve paying the wetland permit fee of \$50.00 if required for Roger's GLRI project.

Motion made by Ken Livermore, seconded by Ed Jackson.

Discussion was had regarding the Board paying this permit fee if necessary. Ed asked why the farmer is not able/willing to pay for the permit. Megan reported that the accuracy of the maps is an ongoing issue with DEC. This issue is now holding up this project. It is possible that the fee will be reimbursed by the grant. Rich raised the point that the farm stands to gain significant value to their property by the completion of this project. Megan explained that this farm is a partner that we work with often.

In favor: S. Casella, E. Jackson, K. Livermore, M. Venuti, A. Button, J. Peck

Opposed: R. Russell

Motion approved.

Resolution #20201216—07

Marshall Farm – Tucker met with the engineer at this project today. The stream crossing is complete and the access road is done. The closeout paperwork is complete and the final payment is \$10,439. This is a reimbursement grant.

Motion to approve final payment of \$10,439.00 for this stream crossing and access road project.

Motion made by Ken Livermore, seconded by Ed Jackson.

All in favor. Motion approved.

Resolution #20201216—08

Genesee River Watershed Coalition

It is time to pay our annual contribution to the Coalition's Inland Marine insurance policy that covers their interseeders.

Motion to approve payment of \$50.00 to the Genesee River Watershed Coalition in care of MCSWCD for their Inland Marine insurance policy.

Motion made by Ken Livermore, seconded by Ed Jackson.

All in favor. Motion approved.

Resolution #20201216—09

Cover Cropping

Megan reported that the District was contacted by a researcher studying cover crops. We will be assisting them in connecting with interested farms to conduct their research.

SWIO

The District has been contacted to consider partnering on an EPA grant.

Part B 2020

Septic Markers Update – We had to cancel our initial order when the distributor notified us that he was unable to fulfill our order. We found another supplier for septic markers and purchased 1,000. We have received a partial shipment and the rest will be delivered in the next few weeks.

In addition, under the 2020 Part B program, we would like to purchase speed levelers that Tad and Tyler can have on hand during septic inspections. The Canandaigua Lake Watershed Commission would like to partner with us on this and they will contribute \$50. Would the District like to contribute a matching \$50?

Motion to approve matching the Commission's \$50 and the purchase of speed levelers not to exceed \$100.

Motion made by Rich Russell, seconded by Ken Livermore.

Ed asked if the District is taking on any liability in this situation. Megan explained that the technicians will have the pumpers install the speed levelers and only when necessary.

All in favor. Motion approved.

Resolution #20201216—10

Tree & Shrub Sale/Bluebird Boxes

Tree Sale – As discussed earlier, there was an increase in the cost of some of the trees. In response to this, we would like to modify the prices we offer in our sale. We propose leaving the 10/\$15 and the 100/\$100 the same and changing the 25/\$25 to 25/\$30.

Motion to approve the proposed change to the tree sale prices.

Motion made by Ken Livermore, seconded by Ed Jackson.

All in favor. Motion approved.

Resolution #20201216—11

Bluebird boxes - We have lost our BOCES supplier for birdhouses and we currently only have 28 on hand. In 2020 we sold approximately 50. We are looking for another supplier with our focus being on schools and community organizations but we need a short term solution. A possible short term solution would be to purchase the wood and have a volunteer cut it into correct size pieces to make the kits. We have a staff member who currently has the time to put the pieces together. This

eliminates staff members using larger wood working saws on District time. Or, another solution would be to have a volunteer purchase the wood and provide the kits for a fee to the district.

Motion to approve the purchase of materials to make bluebird boxes up to \$500.

Motion made by Rich Russell, seconded by Ken Livermore.

All in favor. Motion approved.

Resolution #20201216—12

Motion to approve the purchase of holiday supplies.

Motion made by Ed Jackson, seconded by Rich Russell.

All in favor. Motion approved.

Resolution #20201216—13

Motion to approve a joint Board / Staff event when it is safe to gather.

Motion made by Rich Russell, seconded by Jim Peck.

All in favor. Motion approved.

Resolution #20201216—14

Megan and the staff would like to extend a big thank you to the Board for all of their support during this difficult year. We are all looking forward to 2021.

Chairman Casella acknowledged Jim and Ann Peck for receiving the Rodney Lightfoote Award. Chairman Casella stated that they are very worthy recipients and thanked them for all that they do for agriculture in this area.

Employee evaluations are available for Board review. Please contact Megan to set up a time to come in and review them if you are interested. Megan completed the staff reviews and Ed and Rich completed Megan's review. Rich stated that all of the reviews were very good.

Chairman Casella reported that it was stated at the NACD meeting that New York has the best Soil and Water employees in the country.

Motion to enter Executive Session at 5:49pm for the following purpose:

Enter executive session (F) to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Motion made by Ed Jackson, seconded by Ken Livermore.

All in favor. Motion approved.

Resolution #20201216-15

Motion to exit Executive Session at 5:55pm.

Motion made by Ed Jackson, seconded by Ken Livermore.

All in favor. Motion approved.

Resolution #20201216-16

ADJOURNMENT

Motion to adjourn at 5:56pm.

Motion made by Rich Russell, seconded by Ed Jackson.

All in favor. Motion approved.

Resolution #20201216—17

Diana Thorn, Secretary/Treasurer to the Board