

**ONTARIO COUNTY SOIL AND WATER CONSERVATION DISTRICT**  
**Board of Directors Meeting**  
**September 20, 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  
(4:35pm)

**ABSENT:** Chairman Sam Casella, Mark Venuti

**STAFF:** Megan Webster, Diana Thorn

**USDA**

**FSA:** Joann Rogers

**NRCS:** Dan Weykman

**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 August 16, 2023. The following motion was offered:

**Motion that the minutes of August 16, 2023 be accepted as submitted.**

**Motion made by Ed Jackson, seconded by Ken Livermore.**

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

*Resolution #20230920-01*

**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 #9 in the amount of \$97,711.24.**

**Motion made by Ken Livermore, seconded by Rich Russell.**

**Ken Livermore reviewed and signed the bills earlier today.**

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

*Resolution #20230920-02*

**TREASURER'S REPORT**

Diana reviewed her Treasurer's Report with the Board, which includes the financial statements for August 31, 2023. Megan has reviewed and signed payrolls #17 and #18; the August bank

statements; and the reconciliation reports from QuickBooks. All bank accounts are reconciled successfully through August 31<sup>st</sup>.

Diana shared that the District Savings Certificate of Deposit matured with \$310,877.52 and was rolled over for 90 days.

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

**Motion made by Ed Jackson, seconded by Ken Livermore.**

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

*Resolution #20230920-03*

**PRIVILEGE OF THE FLOOR**

Ed Jackson

1. Ed asked about Hamilton Point. Megan explained that Tucker met with several residents in the area and explained about permitting and what could legally be done to improve the drainage in the area.
2. Ed asked about the depth of the Honeoye Lake Lagoon. Megan shared that our survey found no appreciable change in the lagoon and that a full report has been submitted to the Honeoye Lake Watershed Task Force.
3. Ed stated that the finished work on Jersey Hill Rd. looks good.

*Amanda Amadon arrived at 4:35pm*

**FSA**

*Joann Rogers*

**County Committee (COC): The next COC meeting is on Tuesday, 09/26/2023 at 9AM; current County Committee members are: Billy Rockefeller, Kelley Jensen and Frank Fessner, if interested in attending the COC meeting please contact the office at 585-394-0525 ext. 2.**

**County Committee (COC) Elections: Local Administrative Area (LAA) 3, which includes the towns of Geneva-Seneca, Gorham and Hopewell is up for elections this year. Ballots will be mailed out to eligible voters around 11/06/2023. The following candidates will appear on the ballots: Kelley Jensen and James (Jim) Malyj.**

**Farm Program Loans:**

- **Farm Storage Facility Loans (FSFL):** interest rates range from 4.125% to 4.500% 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 \(usda.gov\)](#)
- **Market Assistance Loans (MAL's)** are short-term commodity loans with interest rate of 6.375% for grain stored in bins. [mal ldp fact sheet.pdf \(usda.gov\)](#)

**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. Denise Buisch assists with new farm loan inquiries and can be reached by email at [denise.buisch@usda.gov](mailto:denise.buisch@usda.gov) or by telephone at 315-946-9912 ext. 112.

**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.

**2024 Noninsured Crop Disaster Assistance Program (NAP)** is underway for value loss type crops, Christmas trees and

floriculture 09/30/23 and grasses, mixed forage, clover types of hay 09/30/2023. [Noninsured Crop Disaster Assistance Program \(NAP\) \(usda.gov\)](#)

**Continuous Conservation Reserve Program (CRP):** this program assists with environmentally sensitive land devoted to certain conservation practices; generally dealing with water quality. [crp-continuous-enrollment-period-factsheet.pdf \(usda.gov\)](#)

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

## **NRCS**

*Dan Weykman*

### ➤ **EQIP**

- Existing Contracts: ○ Payments: • FY23: \$619,622 total ○ Waste Storage: \$433k
- High Tunnels: \$95k
- Fence: \$17,200
- Cover Crop: \$8600
- Applications: ○ FY23: 26 total • 14 contracts ○ Residue Management, Cover Crops, High Tunnels, Pollinator Habitat
- ~\$370k
- Inflation Reduction Act (IRA) 1 of these (2nd possibly this week) – cover crop, reduced tillage, pollinator
- FY24: no deadline set yet, typically late Oct/early Nov. Applications accepted any time. • IRA \$\$ coming
- “Regular” EQIP

### ➤ **CSP**

- Existing Contracts: ○ Payments • FY23 (made Nov '22 – January '23) ~\$95,500 ○ Cover Crop & Stewardship Payments
- Applications • 4 contracts ○ 2 Forestry, 1 Cropland, 1 Grazing/Hay
- ~\$96k (5 year contracts)
- FY24: no deadline set yet. Applications accepted any time.

### ➤ **Wetlands Reserve Easements**

- Funding for access repair on existing easement: ~\$45k. Awaiting state office design completion.

### ➤ **Conservation Reserve Program**

- Developed Conservation Plans for FSA on 3 rollover applications. Approximately 65 acres

### ➤ **Food Security Act Determinations**

- FY23:
- Approx. 90 Wetland Determinations completed • Up to date with off-site around May 1.
- Approx 150 HEL Determinations completed
- ~240 in the queue (both WC & HEL)
- Slow progress during recent Program contracting & Staff shortage

### ➤ **Staffing**

- Jo Beth Bellanca, DC, moving to FPAC, Grants & Agreements as of 9/25. No posting yet.

- Offer extended to Natural Resource Specialist in Geneseo FO
- Still open: Soil Conservationist, Geneseo + IRA positions: 3 SC/NRS, Resource Conservationist, Geneseo
- Statewide postings will be recurring, large push to fill IRA positions over next few years.

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

## **CORRESPONDENCE**

Correspondence was sent electronically.

## **GENERAL BUSINESS**

*Megan Webster, District Manager Report*

### **Board of Supervisors Tour**

This tour is scheduled for October 5<sup>th</sup>. Megan is working with RTS who will provide a bus and driver at no charge. The tentative plan is to begin with lunch at 20 Ontario St. During the lunch, District staff will speak about several programs. The tentative plan then calls for the group to head to the greater Geneva area. Potential visit sites include the Castle Creek Streambank Stabilization project, J Minns Farm to see the large grassed waterway and retention structures, as well as a manure storage, the DeFelice retention area, Bruce Reed's farm for several agriculture BMPs and a WASCOD, and possibly the Kashong retention project. Megan will keep the Board informed as plans are finalized, and she asked Directors to attend if they are available.

**Motion to approve the purchase of materials for this tour.**

**Motion made by Ed Jackson, seconded by Rich Russell.**

**All in favor, motion approved.**

*Resolution #20230920-04*

### **2024 Planning**

Megan shared that work has begun on the 2024 Annual Plan of Work. Planning has also begun for the 2024 Part B project and the AEM Rd 18 Plan of Work. These materials will be shared with the Annual Planning and Facilities Committee as they are developed, and with the Board at the October meeting in preparation for the November 1 due date.

## **Grants & Projects Updates**

### **Base AEM Round 17**

The project at the Canandaigua Stockyard has been designed and is now in the procurement phase. The project is still planned for mid to late October construction.

### **Base AEM Round 18**

Staff attended the Round 18 webinar and are developing the Plan of Work. Additionally, Jenny is attending AEM training at the Conservation Skills Workshop this week so that she can begin working on Tier 1 and Tier 2 work with farms.

### **Soil Health Workshop**

The 2024 Soil Health Workshop will be held on Tuesday, February 27<sup>th</sup> at the Benton Fire Hall. We will be working with Yates County and CLWA on speakers and an agenda.

### **AgNPS Round 24**

F & W Farms has been notified that the grassed waterway needs to be installed and seeded by October 1<sup>st</sup> and the basins can go in when the outlet area is stabilized. The farm understands that the project needs to go in as scheduled to be eligible for the project funds.

### **Ag NPS Round 25**

Will-O-Crest has procured the transfer line installation which should be completed by December 2023. A public meeting is required per the Town of Manchester because the installation will impact the Town's right of way. The meeting is scheduled in October. The Town has spoken in favor of the project because it will reduce truck traffic in the area.

### **Ag NPS Round 28**

The construction at Tamberlane's is moving forward with the barnyard nearing completion.

**Approval to reimburse Tamberlane for the barnyard runoff management project not to exceed the contracted amount of \$211,250.00.**

**Motion made by Rich Russell, seconded by Amanda Amadon.**

**All in favor, motion approved.**

*Resolution #20230920-05*

The project at J Minns Farm has been designed and is now in the procurement phase. Construction on this project may start in 2023 depending on the weather.

### **CRF Round 6**

EL-VI is waiting on the delivery of the flare for project completion. The concrete pour for the flare is scheduled for 9/25/23 and the digester is now filled and flaring methane. The funds for the initial 25% and the 65% of BMPs have been received from NYS.

### **GLC Sediment and Nutrient Reduction Program 2023**

This grant involves subcontracting with Yates and Seneca Counties SWCDs. We created the subcontracts based on similar subcontracts that have been used between other Districts and us, and we had the Ontario County Attorneys office review them. Staff will now be working on getting the contracts executed and project implementation should begin later this fall.

### **FLX CC 2**

Megan met with several Districts and Ag and Markets staff regarding this NYS DEC funding program. The District will contract with farms in the Canandaigua Lake watershed to install cover crops within the grant contract period. A set rate for single and mixed species has been adopted. The District can choose to use a lower species rate and fund technical support with the difference.

### **NYS Grown and Certified Rd 3**

Fa-Ba Farm is working with DOT for final permitting for the manure transfer pipe to be installed under State Rts 5 & 20.

### **WQIP Round 17**

The work on Jersey Hill Rd has been completed. The Town of Canadice has submitted the paperwork. The Town has been very supportive. We were able to take video of the installation and we will be creating a video that can be shared with other municipalities to further the use of this helpful BMP.

**Motion to approve reimbursing the Town of Canadice for the purchase of Flexamat materials not to exceed \$15,202.36, and to purchase signage per the WQIP Round 17 grant contract.**

**Motion made by Ed Jackson, seconded by Amanda Amadon.**

**All in favor, motion approved.**

*Resolution #20230920-06*

### **GLRI HWA**

The District has submitted a contract amendment to the budget for this grant that will allocate funds for District time. Our time was originally planned as match but the use of the Village of Naples EBP funds as match changed that. Once we receive the budget amendment we will submit an interim report and voucher.

**Motion to approve reimbursing the Finger Lakes Land Trust and RMSC Cumming Nature Center for materials and treatment of HWA adjacent to County property in Briggs Gully.**

**Motion made by Ed Jackson, seconded by Ken Livermore.**

**All in favor, motion approved.**

*Resolution #20230920-07*

### **Regenerate NY**

The Baker Family project has been funded. Katie is coordinating with the Baker Family, DEC, and a private forester to implement the project. Katie submitted a second project for Yellow Rose Properties and is waiting to hear about the award.

### **FOLLOWPA**

Castle Creek

The Castle Creek Streambank Stabilization project was completed with support from the City of Geneva and Ontario County DPW. The project materials came in under budget so no FOLLOWPA funds were needed. The funding from 2023 Part B and the Seneca Pure Waters SNRP grant will cover the project.

**Motion to approve reimbursing Ontario County DPW \$6,100.24 for the materials for the Castle Creek Streambank Stabilization project.**

**Motion made by Ken Livermore, seconded by Amanda Amadon.**

**All in favor, motion approved.**

*Resolution #20230920-08*

Armstrong Rd

Tucker and Katie met with the land owners and contractor for this project. They are now finalizing the design and the contracts with landowner permissions. Construction is expected to start soon. This project includes the Town of Geneva and Seneca Pure Waters and they have been notified that construction is imminent.

Wells Curtis Rd

Tucker provided survey and design support to the Town of Canandaigua for stabilization of the drainage in this area. The Town intends to install materials in October. A formal FOLLOWPA request will be prepared for the County.

**Motion to approve reimbursing the Town of Canandaigua for materials for drainage improvements on Wells Curtis Rd not to exceed \$2,000.00.**

**Motion made by Ed Jackson, seconded by Rich Russell.**

**All in favor, motion approved.**

### **Tire Recycling**

The Town of Gorham event went well. Approximately 650 tires were collected to be recycled. This completes the 2023 Residential Tire Recycling program. We will be collecting the paperwork and preparing to submit the reimbursement package to the County. Megan will be meeting with the County to discuss online registration for the 2024 events.

### **General Updates**

#### **Possible Eastern Finger Lakes Coalition Discussion Meeting**

Megan attended this meeting in Yates County with other SWCDs, NYS Ag & Markets staff, and NYS DEC staff present. At this time, the Districts are working on an MOU to formalize the Coalition. DEC is working on possible funding structures for the group to utilize.

#### **Honeoye Lake Lagoon Survey**

Tucker, Katie, and Jenny surveyed the Honeoye Lake Lagoon for the Honeoye Lake Watershed Task Force. No appreciable sedimentation was noted and the weir levels appear consistent with past surveys. The survey information has been sent to the HLWTF. Of note, the District canoe was retired from service for safety reasons after this survey.

#### **UPP**

Megan presented on our UPP to the Town of Farmington on September 12<sup>th</sup>. The Town has since notified us that they plan to move forward with amending their local law to make the District the provider of septic inspections in the Town. Tad and Megan will work with the Town and update our website and materials.

#### **Ontario County Planning Board**

Megan presented to the Ontario County Planning Board on District implementation projects and topics related to water quality/quantity and development.

#### **Ontario County Hazard Mitigation Plan**

The County is working on updating their Hazard Mitigation Plan. The District will participate in the process where appropriate.

#### **NYSFOLA**

Megan will be presenting at the NYSFOLA Regional Conference on October 28<sup>th</sup>.

**Motion to approve conference registration fees and associated costs for Megan to attend the NYSFOLA Regional Conference on October 28<sup>th</sup>.**

**Motion made by Ed Jackson, seconded by Ken Livermore.**

**All in favor, motion approved.**

*Resolution #20230920-10*

#### **NYSCDEA Admin Conference**

This year's NYSCDEA Admin Conference will be in Syracuse on November 6<sup>th</sup> and 7<sup>th</sup>. The cost of the full conference is \$75 per person. Megan and Diana would like to attend.

**Motion to approve conference registration fees for Megan and Diana to attend the NYSCDEA Admin Conference in November.**

**Motion made by Ken Livermore, seconded by Rich Russell.**

**All in favor, motion approved.**

*Resolution #20230920-11*

### **Staff Needs**

Budget allocation continues to be available in the Field Gear and Field Supplies lines. Staff appreciates the financial assistance with boot purchases.

**Motion to approve using funds from the Field Gear and Field Supplies budget lines for staff footwear.**

**Motion made by Amanda Amadon, seconded by Rich Russell.**

**All in favor, motion approved.**

*Resolution #20230920-12*

### **Upcoming Events**

- ✓ 9/18-21/2023: Conservation Skills Workshop in Auburn, NY
- ✓ 9/20/2023: Presentation at Wood Library on Pollinators/Native Plants- Alaina
- ✓ 9/26/2023: FLOWPA Tour with elected officials, NYS DEC - Megan
- ✓ 09/27/2023-09/28/2023: Conservation Field Days at Bristol Hills 4-H Camp
- ✓ 10/05/2023 Ontario County Board of Supervisors Tour - All staff
- ✓ 10/18/2023: Stormwater Training with OWSC
- ✓ 10/19/2023: Muller Field Station Talk on the Wild Side with Finger Lakes Land Trust- Alaina
- ✓ 10/24-26/2023: NYACD Annual Meeting – Sam, Ed, Megan
- ✓ 10/28/2023: NYSFOLA Regional Conference- Megan
- ✓ 11/1/2023: Youth Climate Summit with FLI/HWS Colleges- Alaina
- ✓ 11/6-7/2023 NYSCDEA Administrative Conference

Next meeting: October 18, 2023

### **ADJOURNMENT**

**Motion to adjourn at 5:27pm.**

**Motion made by Ed Jackson, seconded by Amanda Amadon.**

**All in favor, motion approved.**

*Resolution #20230920-13*

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**Diana Thorn, Secretary-Treasurer to the Board**