

St. Lawrence County Soil and Water Conservation District

BOARD OF DIRECTORS MEETING MINUTES

For
July 12, 2007

Board Members Present: Robert G. Andrews, Jr., Edwin Hadlock, Frederick Morrill, Clark Decker, and Mary Rutley.

Staff Present: Dawn Howard, Katie Maloney, Aaron Earl and Raeanne Dulanski.

The meeting was called to order by Robert G. Andrews, Jr. at 7:40 PM.

Fred Morrill made a motion to accept the minutes of the May 18th meeting as written. Clark Decker seconded the motion and all were in favor.

Fred Morrill made a motion to accept the Treasurer's Reports for May and June 2007. Mary Rutley seconded the motion and all were in favor.

Natural Resource Conservation Service (NRCS) – Jim Pullano, written report was reviewed by Board.

Farm Service Agency (FSA) – Clark Putman, written report was reviewed by Board.

Soil and Water Conservation District (SWCD) – Dawn Howard (In addition to written report)

- Board members all received a “Forests of New York” placemat, which Dawn was given at the RC&D meeting.
- Aaron Earl, Conservation District Forester reported:
 - Received new Forestry truck and it is very nice.
 - Going out on ATV's for trail GPSing on Monday. There are three county properties that are left in pilot area. There was discussion on how the trail system was progressing and how the town of Parshville's decision to allow ATV use on roads will affect the outcome of the trail system.
 - Next sale to mark will be area #23. There are a lot of broken-out tops and damage from the 1998 Ice Storm. Species in that area are Red Maple, Cherry, and other hardwoods.
 - YCC is doing timber stand improvement on areas #4 and 21, boundary line maintenance on areas #20 and 23, and trail clearing near area #18.
 - Temporary Revocable Permits for use of County Properties for business should require a fee be paid. \$500 was suggested. Discussion followed.
- Katie Maloney, Conservation District Technician reported:
 - AEM Strategy :
 - Year 2- Upper Grass River-

- Finished
 - Steve Lanthier has reviewed different tiers and approved all of our \$30,000 request
 - Completed 32 (Tier I), 17 (Tier2's) and 20 (Tier 3a's)
- Year 3- St. Lawrence River-
 - Began May 2007
 - Will gather information and send out Tier 1 questionnaire by end of October
 - This is a small watershed with few farms so we will have to look to other tiers to make all of money we requested (i.e., tier 3a, tier 4 etc.)
- AEM to EQIP:
 - Still working diligently to complete Nutrient Management Plans.
 - About 5 remaining and Katie is hoping to have them done by the end of July.
 - Katie has learned the system and can pretty much complete an entire plan on her own. Jim reviews before giving final product to landowner.
- AEM to EQIP TOO:
 - 16 farms need to have soil samples pulled and nutrient management plans developed for this grant. Will begin as soon as the other plans are completed.
 - Hoping to do Soil Sampling August through November so Katie can work on plans this winter.
- Stormwater
 - Katie has been accompanying the DEC on construction site inspections. Averaging about 2-3 per month.
 - The DEC has requested Katie to go out on Stormwater complaints that they have received. This is similar to what the SWCD has done on ag complaints.
 - Katie is hoping to do some construction site inspections on her own for reimbursement- just need to find the time.
 - There was discussion on stormwater inspections by the Board.
- RIBS- Rotating Integrated Basin Studies
 - Only sampled once at the Massena Power Dam with DEC because the DEC is having some issues with money and lab contracts. Planning to go out this month and schedule should be back on track.
- YCC Project Request:
 - Request from Youth Bureau for project proposals for Youth Conservation Corps again this year.
 - Katie put together a project involving the Aquatic Invasive Signs that were developed by WQCC.
 - 21 boat launches remained on the list that nobody had hung signs up at yet. Katie contacted Youth Bureau to see if this was something they would do. They agreed.

- Katie contacted all the agencies and towns where the boat launches are located to request permission to display the signs. Still waiting to hear from some, but YCC will be contacted next week and given the okay to begin hanging signs.
 - Discussion on YCC and the invasive species in lakes followed.
- Raeanne Dulanski, Conservation District Secretary/Assistant Treasurer reported:
 - Raeanne is all set up as a new employee, but still waiting for computer clearance.
 - County audit in June went well.
 - Farm Safety Days were well received. Over 400 students from seven schools were in attendance.
 - Raeanne has been busy working on the Budget with Dawn. SWCD's Budget Review is July 24th at 1 P.M.
 - Dawn Howard, Conservation District Manager gave her Manager Report:
 - The Board reviewed written Manager's Report.
 - Discussion followed about the Fowler sawmill and its status.
 - The Board had a discussion on the County Correctional Facility's SPDES General Permit for Stormwater Discharge. Katie Maloney had shadowed on a construction inspection for this.
 - There was a discussion on getting hobby farms and horse owners involved in AEM because of the increasing number of these people.
 - Dawn explained the new reimbursement from New York State:
 - More money was set aside for SWCD's.
 - There is still a \$30,000 base that was all we previously received.
 - There is an additional \$6,000 available for counties that meet special requirements. These are going to be phased into place.
 - 2008 – The Board of Directors must have eight or more meetings. A training plan for board members (that includes District Law Training) must be in place. The majority of the directors must attend an additional meeting of another group. The board must also apply for two grants, develop three partnerships, increase county appropriations, and receive at least one grant.
 - Another additional \$12,000-13,000 will be available based on projects. Details are currently not available.
 - A NYACD Division Three meeting was held. There were five out of the seven counties represented. SWCD's were informed that they will have to pay rent in 2008.

Old and New Business

- Mary Rutley reported that she has finished editing the Employee Handbook and comparing it to the Town of Colton's Employee Handbook. She would like to

have the corrections made and the Employee Handbook completed by September 17th. Mary gave the following recommendations.

- In the introduction, move the section that is very detailed about traveling and training to a section of its own.
- The addition of an Employee Bill of Rights. Mary read an example of one that the Town of Colton is using. Employees should look this over and if it is something that they are interested in, make a request at the next meeting.
- Look at the page numbering system. Found it awkward at first; however, Mary understands the reason that they are numbered the way that they are.
- The addition of a section on nepotism.
- More information on employee review.
- The addition of a section on recycling in the office.
- The 2008 Budget was reviewed by the Board and there was much discussion on NRCS charging SWCD rent in 2008. The rent for SWCD is \$25,406.86. This amount will be phased in, with 2008's portion being one third of that, or about \$8,500.00.

Robert G. Andrews made the motion to go into Executive Session at 9:30 PM.

Board came out of Executive Session at 10:00PM.

Fred Morrill made the motion to accept the budget as modified, Mary Rutely seconded, and all were in favor.

Clark Decker made a motion to adjourn the meeting at 10:05 PM. Fred Morrill seconded, and all were in favor.

The next board meeting will be held on Thursday, September 13th at 7:30 PM at the St. Lawrence County Soil and Water Conservation District office.

Respectfully submitted,

Raeanne Dulanski
Secretary/Asst. Treasurer