

St. Lawrence County Soil and Water Conservation District
1942 Old DeKalb Road, Canton, NY 13617
BOARD OF DIRECTORS MEETING MINUTES
For August 13, 2009, 7:30 PM

Board Members Present: Robert Andrews, Jr. (Chairperson), Ed Hadlock (Vice-Chair), Dave Martin (Treasurer), Clark Decker, Fred Morrill, Tom Grow and Tom Nichols, arriving at 8:50.

Staff Present: Dawn Howard (Manager), Katie Maloney (Technician), and Raeanne Dulanski (Secretary).

I. Call to Order

II. Minutes of the Previous Meeting: July minutes were **approved**.

III. Treasurer's Report: July Treasurer's report was **approved**.

A. Funding – It was reported that the District received the final AEM Year 4 payment of \$14,928.00 and at this time the District does not have any outstanding vouchers with NYS.

IV. Reports

A. NRCS –Dulanski for Jim Pullano (Appendix A)

1. Pullano was unable to attend the Board meeting, but asked Dulanski to inform the Board that Kathy Donna, the new Biologist, has started work with the NRCS. She started right in on the workload.
2. Dulanski passed out the Plan of Work for the Operational Agreement that covers the 150 square feet of clerical space. Pullano developed this from the discussion that took place when Pullano, Marilyn Stephenson and Dawn Howard met to discuss the Operational Agreement. The Board had no concerns over the work included in this agreement.

B. NYACD – Decker

1. Decker reported that Judy Littrell has been meeting with people in Albany about the 2010 budget and is keeping a close eye on what is going on.
2. August 20 is the next NYACD Division 3 meeting. Howard will send out a reminder email for this meeting.
3. NYACD annual meeting is October 18 – 22 in Lake George.
4. Howard reported on the NYACD Resolutions that Division 3 is submitting for consideration.
 - a. SWCD reimbursement be removed from the EPF. (Research on this issue is being conducted)
 - b. The development of a priority list for payouts from Ag & Markets, in order to expedite the disbursement of funds once they become available.
 - c. Encourage DEC CAFO inspectors to use judgment, taking into account the current economic hardship, when completing inspections.
 - d. Co-located SWCDs be allowed to become TSPs.

C. AFPB – Andrews

1. Ag tour is still on schedule for August 24. There are 40 people signed up to participate. 12 are County Legislators.

V. SWCD Reports

A. Forestry – Howard, Earl not present

1. One of the two Loggers with extensions will be starting their sale on Monday.
2. Earl has been marking a 100 ac. salvage sale that contains mostly hardwoods.

B. Technician's Report – Maloney

1. Maloney has completed the weeklong course in Albany on Plant ID and Wetland Delineation. A take-home test is required for course completion. She has returned the test, but no results yet. The course was very informative and in depth. She feels very confident with the information that was presented; however, a few practice sites may be required.
2. AEM Year 5 contract was received and Maloney is refocusing and getting back into AEM.
3. Maloney has become the point of contact for the District on a Grass Pelleting Heating Group with RC&D. The group is working on small scale grass pelleting. They are currently trying to decide what type of pelleter would best for their needs. What they would really like to see is for the program be a source of additional income for local farmers. The group is trying to find funding for a field trip to visit other grass pelleters that are currently working in the Northeast. Discussion on possible funding opportunities for the field trip and grass pelleting followed.

C. Secretary/Assistant Treasurer – Dulanski

1. Dulanski presented the Board with research that she did on credit card processing companies, and requested permission to change processing companies. She suggested switching to QuickBooks, which is also the current accounting software the District utilizes. Motion to allow for the continuing pursuit and change of credit card processing companies if a more economical company is found. **Motion passed.**
2. Fall fish program was mailed.
3. County budget matching the final copy that was mailed to the Directors was submitted.
4. The Office of the State Comptroller (OSC) has updated and made changes to the Comptroller's Uniform System of Accounts (USA) for SWCDs. One change that was made was changing the basis of accounting from cash to modified accrual. There were also changes made to the chart of account numbers and a few accounts were removed. Dulanski has been working on trying to convert our accounts.

D. Manager's Report – Howard (Appendix B)

1. AEM Year 5 contract was received by the District on 7/27. Howard contacted Andrews to request authorization to sign and return the contract to NYS. Andrews allowed. Motion to authorize Howard to continue to sign on behalf of the District for AEM Year 5 documentation **approved.**

2. Howard reported that she participated in the tour of Black Lake with the Army Corp of Engineers today. They will be preparing another management plan, which will make the project eligible for 65/35 cost share. The Biologist on the tour suggested using herbicide for control of the weeds.
3. NYACD Annual Meeting registration packet has been received. Motion was made to authorize sending three people to the meeting **approved**.
4. This year's Administration and Manager meetings have been combined and will be held on October 7 and 8 in Waterloo. Motion authorizing sending two people to this meeting **approved**.
5. Budget review will take place on August 27 at 1 PM. Howard attended a special meeting a week ago about the County's budget and next year's financial situation. Howard shared her concern about the information she heard at the meeting. She fears that the County is going to cut outside agencies 10%. Morrill stated that he felt the BOL came to the consensus at the last meeting that outside agencies were going to be left level. Grow stated he thought that our budget, Cooperative Extension and the Chamber of Commerce were all safe. Morrill stated that the point was made that the services outside agencies provide can be provided cheaper by them than the County trying to provide them. In addition, the amount that the County would save by cutting the outside agencies would only be about \$100,000, which is not enough to make a big difference in the County's budget. Andrews stated that we should remember that the only reason that outside agencies work is because of the people that volunteer to help with them.
6. Howard reported that a Trail Coordinator position was presented to the BOL Finance Committee a few weeks ago and she thought that it was very well received. Morrill added that he has heard that the position may go to the Chamber of Commerce.
7. Howard reported on the brochures that Andrews had sent in from Dairy One on the Farmland Environmental CLEAN EAST Program. Howard had called Dairy One about the program to see if it was a possible source of additional funding to do NMPs. She learned that these "plans" are not nutrient management plans but only fertilizer recommendations. The only group that is certified to write these plans in NYS is ACS.

VI. Old and New Business

A. Operational Agreement (Appendix C)

1. Howard reported that Marilyn Stephenson came and sat down with Jim Pullano and herself July 27 to discuss this agreement. The Operational Agreement will go on indefinitely, unless we move from this location with the Plan of Work being renewed annually. The amount of the agreement is \$8,300. Next year SWCD will be doing WRP annual reviews and updates to Nutrient Management Plans. An activity that can be used another year if we need to, is EQIP-Forestry.

Tom Nichols joined the meeting.

Motion was made to accept the Operational Agreement and Plan of Work as presented. Seconded. Nichols raised concern over the clerical time not counting for more. Howard reiterated that clerical time would not be allowed for anything other than the 150 square feet of clerical space. In favor: Andrews, Hadlock, Martin, Morrill, Grow and Nichols. Opposed: Decker. **Approved.**

B. Ag Value Presentations

1. Howard has been asked to join Jane Powers of Real Property to visit towns in the County and educate people on Ag Value Assessments. Motion to support Powers and Howard in this task **Approved.**

C. SWCD Ag Value fees were examined. There was extensive discussion about increasing the rate from \$25.00 to \$30.00 and doing away with revisions, because they are just as much work as a new ag value. Morrill expressed concern over increasing the fee two years in a row. Motion to increase the fee for completion of all ag value worksheets from \$25 to \$30. In favor: Hadlock, Grow, Decker and Nichols. Opposed: Morrill and Martin. **Approved.**

VII. Correspondence: Mail Folder available for Board review.

VIII. Announcements: None.

IX. Time and Date of Next Meeting: September 17, 2009 at 7:30 PM.

X. Meeting Adjourned: 9:34 P.M.

Robert Andrews, Jr., Chairperson

Date

Raeanne Dulanski, Secretary/ Assistant Treasurer

Date

Attachments: Appendix A – C