

St. Lawrence County Soil and Water Conservation District
1942 Old DeKalb Road, Canton, NY 13617
BOARD OF DIRECTORS MEETING MINUTES
For January 20, 2011, 7:30 PM

Board Members Present: Robert Andrews, Jr. (Chairperson), Ed Hadlock (Vice-Chair), Clark Decker, Fred Morrill (Treasurer), Ben Stauffer, Dan Parker, and Tom Nichols arriving at 7:35 PM.

Board Members Not Present:

Staff Present: Dawn Howard (Manager), Raeanne Dulanski (Technician), and Tamme Sharpe (Secretary).

Guests Present: Bob Brower, SWCC and Kent Frary, NRCS DC.

I. Call to Order

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

III. Treasurer's Reports: November and December Treasurer's reports were **approved**.

IV. Reports

A. NRCS – Kent Frary (see Appendix A)

1. Frary conducted Outreach for **FY2011** sign-ups, and worked with **SLCSWCD** to compile an **EQIP** mailing list.
2. Frary reviewed Appendix A, the Monthly Report, with the Board.
3. Frary stated **EQIP** deadline was 1/14/11 and **AMA** does not yet have a deadline. The new pre-screening tool is harsh and will weed out a lot of applicants. This will save time in the ranking procedure.
4. **NRCS** processed 14 payments totaling \$28,705.64 for **EQIP** and **WHIP**.
5. **Kent** met with applicant to initiate the **WRPO** (12/28/10).

B. SWCC– Bob Brower

1. The new Commissioner of Ag is Darrel J. Aubertine.
2. Letters of resignation have been requested from politically appointed personnel. Some may be accepted.
3. **Ag Nonpoint Source-Round 17** is the same as last year and they are hoping for \$11 million by the next committee meeting.
4. **Environment Protection Fund** is pushing to be back up to full funding of \$220 million.
5. **2011 Water Quality Symposium and NYSCDEA Annual Training Session** will be held in Auburn, NY on March 15-18, 2011.
6. Bob hosted a Manager Meeting in Ray Brook and will be offering awareness on the Open Meeting Law to the **BOD**. Training session will take place every year.
7. **DEC** has taken huge cuts in staffing.

C. NYACD – Tom Nichols and Clark Decker

1. Nichols reported that at the Annual meeting in October of 2010, they were informed that there will be a lot of cuts. **DEC** may absorb some of these cuts.
2. **SWCDs** need to market ourselves to fill these gaps.
3. To continue getting funding needed, we need to encourage corporate sponsors for projects.
4. Decker reported on the Chesapeake Bay situation. The **EPA** has recognized the work being done and the protection from the ag community. There is a huge implication on the state with a lot of interest.
5. Nichols reported that a 4 way meeting was held with Aster Boozer. He wants to make it work between **SWCD** and **NRCS**, and to make changes without disruption.

D. AFPB - Bob Andrews

1. Andrews reported the next meeting will be held on 2/3.
2. Jefferson County is working on getting a slaughter facility.
3. **Perretta's** in now taking down cows without a rendering fee.
4. Bob will make his literary debut 1/21/11 in the **TRIBUNE PRESS**. He will be writing a column on Ag articles for **SLC**.

V. Organizational Meeting

A. Meeting Night: Third Thursday of every month, excluding March 24, 2011. **Approved**

B. Personnel, Procurement, Investment, FOIL, Grant Arbitration, Ethics Disclosure
Approved

C. Availability Period of 60 days policy. Approved

D. Official Bank: Community Bank, NA. **Approved**

E. Official Newspapers: Watertown Daily Times and the Advance News. **Approved**

F. Authorization to Pay Bills: Howard has been authorized to pay the following as they come due: **Approved**

1. Payroll
2. Postage
3. Telephone
4. Tree Programs
5. Fish Programs
6. Fuel
7. Health Insurance
8. Grants – under \$250.00
9. Equipment – under \$250.00
10. WQCC – under \$250.00
11. Black Lake – under \$250.00
12. Checking Account – under \$250.00

G. Board Elections for Office: Approved

1. Chair: Robert Andrews, Jr.

2. Vice-chair: Ben Stauffer

3. Treasurer: Fred Morrill

Ed Hadlock declined his nomination to continue as Vice Chair and nominated Ben Stauffer. The board thanked Ed for his years of service as VP and a job well done.

H. Mileage Rate: Continue to use the IRS mileage rate. As of January 2011, it will be \$0.51 per mile. **Approved**

I. Fee Schedule: Continue to use the current fee schedule. **Approved**

VI. SWCD Reports

A. Technician's Report – Dulanski

1. Dulanski reports that she has been busy doing annual reports and settling into her new office.
2. Completed 98 **AgValues**.
3. Will be attending a soil engineering class on Monday and Wednesday at SUNY Canton.

B. Secretary/Assistant Treasurer's Report – Sharpe

1. Started on 1/3/2011 in new position and with Raeanne's help, is learning the ropes.

C. Manager's Report – Howard (see Appendix B)

1. Howard received Earl's letter of resignation, and asked for a motion to fill this position. **Approved** Advertise salary at \$32,000 or commensurate with experience.
2. **ANCA** asked for a donation and after further discussion on the benefits to SWCD, the amount of \$50 was donated. **Approved** Frary added that we could benefit from the use of a grazing specialist. We may receive reimbursement for a grazing planner. We will also continue having Dulanski write grazing plans.
3. **WQS** is March 15-18, 2011. Dulanski, Sharpe and Howard would like to attend, and include Forester if we have one on staff. **Approved**
4. Dulanski enrolled in a Soil Engineering class at SUNY Canton with the approval of Andrew's, due to the fact that registration deadline was before the monthly meeting. **Approved**
5. **Round 16** contracts are all ready to return to NYS, just waiting on Certificate of Workman's Comp Insurance from the County.
6. Our **Round 17** proposal is for Grazing and we have requested \$51,000.
7. We have \$800,000 for construction grants from Round 15&16.
8. **NYACD** Legislative Day is 2/7-8 in Albany. Howard, Dulanski, and Decker will attend. **Approved**
9. **B-CAP** will probably be phased out.
10. **SLRWP** next meeting is 2/3.
11. Howard is working with County Attorney on 2 unpaid accounts. A letter is being sent by the County Attorney.
12. Authorize Howard to transfer funds between Community Bank, NA accounts. **Approved**
13. Received bill on weed mat. It will be paid from Black Lake account.
14. Workman's Comp insurance from the county is statutory. The county wants to update our contract.
15. Clark Putman from FSA gave a hand out on milk projection for 2011(Appendix C).

VII. Old and New Business

A. Annual Plan of Work: Authorization for Andrews to sign. **Approved**

B. **SLRWP** –What are the top 5 needs in this watershed? Input is needed for all areas.

1. An aeroway to get manure into grass fields has been suggested.
2. Projects - Any ideas are welcomed (not just Ag). It can be water quality issues of any type.
 - a. Morristown- sewage treatment plant
 - b. Russell- sewage treatment plant
 - c. Hopkinton- municipal water system

- C. Andrews had a question on wood chips and wonders where the wood ash is going?
- D. Opened **SLRWP** bank account per Executive Comm. and there is a balance of \$400.00. **Approved**
- E. Annual reports were prepared by Dulanski and Morrill reviewed. **Approved**
- F. **Part B Project**
 - 1. Five private forest management plans are done.
- G. **Part C Project**
 - 1. **Recreation & Trails** - Snowmobile grant and Trail Board time used.
 - 2. SLC forest management time excluding timber sales.
- H. **Performance Measures**
 - 1. Met all aspects and exceeded most. We are eligible for **Part C** funding in 2011.
- I. **Part A** – We needed \$60,000 and we had \$116,000 in eligible expenses.
- J. **Technical Assistance** was provided to over 1400 people for the year.
- K. **Job Descriptions**
 - 1. Will submit Manager, Technician, and Secretary/Asst. Treasurer.
 - 2. Made modifications to Forester description to submit to Personnel. **Approved**
- L. **Five Year Plan**
 - 1. Howard suggested we wait for the step by step plan from **SWCC** and address in the fall.
- M. **Training Plans**
 - 1. Board approved and signed their plans and Howard's.
 - 2. Next BOD meeting will be held on February 16, 2011 from Noon - 3:30. Bob Brower will be here to do BOD Law Training and Module 4. As per Decker, pizza will be served.

VIII. Correspondence: Mail was available for the Board's review. (List of items in Appendix D)

IX. Executive Session: Entered at 10:30PM to discuss Howard's performance review and ended at 10:50PM.

- A. Howard is to receive a 2% raise retroactive to January 1, 2011. **Approved**

X. Announcements: None.

XI. Time and Date of Next Meeting: February 16, 2011, Noon at the SWCD Office.

XII. Meeting Adjourned: 10:55 PM

Robert Andrews, Jr., Chairperson

Date

Tamme Sharpe, Secretary/Assistant Treasurer

Date

Attachments: Appendices A-D