

December 13, 2022

MINUTES

**OSWEGO COUNTY SOIL AND WATER CONSERVATION DISTRICT
DIRECTORS MEETING**

The Directors and staff met in-person and by a Zoom virtual/conference call at the District Office Conference Room, located at 3105 State Route 3, Fulton, NY 13069 at 10:09am on Tuesday December 13th, 2022.

PRESENT:

Jeff Richards, Chairperson
Sandy Tuori-Bell, Member
Tom Bonoffski, Member
Mary Ellen Chesbro, Member

Joe Chairvolotti, District Manager
Erica Schreiner, Sr. District Technician
Laura Romanowicz, Secretary
Sarra Learned, Environmental Resource Technician

1. **MINUTES - MOTION: TO APPROVE MINUTES FOR November 2022 AS SUBMITTED.**
4 yeas (in favor), **0 nays** (those opposed)
Made by Director **Chesbro** and seconded by Director **Tuori-Bell** and carried.
2. **ADMINISTRATIVE - MOTION: TO APPROVE THE BILLS FOR December 2022 AS SUBMITTED.**
4 yeas (in favor), **0 nays** (those opposed)
Made by Director **Chesbro** and seconded by Director **Tuori-Bell** and carried.

FINANCIAL REPORT - MOTION: TO APPROVE THE FINANCIAL REPORT FOR November 2022 AS SUBMITTED.
4 yeas (in favor), **0 nays** (those opposed)
Made by Director **Chesbro** and seconded by Director **Tuori-Bell** and carried.

2022 MODIFIED BUDGET - Board of Directors reviewed and approved the 2022 Modified Budget as submitted.

PAYROLL CERTIFICATION FOR EMPLOYEES - Board of Directors reviewed and approved the **December 2022** Payroll Certification for Employees as submitted.

RECONCILED BANK STATEMENTS - Director **Richards** reviewed the **November 2022** Reconciled Bank Statements and initialed.

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Old Business

Budget Approval. *General Discussion* followed.

MOTION: TO ACCEPT THE 2023 BUDGET FOR THE OSWEGO COUNTY SOIL AND WATER CONSERVATION DISTRICT AS SUBMITTED.

4 yeas (in favor), **0 nays** (those opposed)

Made by Director **Chesbro** and seconded by Director **Tuori-Bell** and carried.

Director Terms: Terms for the 2 County Legislator positions and Grange member will be renewed in January/February by the Oswego County Legislature.

Performance Measures: Directors have met the requirements for meeting attendance and training in 2022. There will be changes to performance measures in 2023 and the District seems to be meeting these already. *General discussion* followed.

District Law Changes: Updates regarding proposed changes to District Law. *General discussion* followed.

Soil and Water Awning: In discussions with Buildings and Grounds (B&G), this office agreed to obtain quotes for getting the awning at the entrance of the Soil and Water entrance. B&G requested that we pay a portion of the cost. The 3 quotes received are below. *General discussion* followed.

1. Signarama (Syracuse, NY): \$3,130.72
2. Letters and Signs (Fulton, NY): \$3,240.00
3. The Awning Mart (Cicero, NY): \$4,000.00

MOTION: TO APPROVE THE QUOTE FROM SIGNARAMA OF SYRACUSE, NY FOR \$3,130.72 AND PAY 50% OF INVOICE UPON SATISFACTORY COMPLETION.

4 yeas (in favor), **0 nays** (those opposed)

Made by Director **Chesbro** and seconded by Director **Bonoffski** and carried.

New Business

2023 Paycheck Hold: The District will hold a paycheck in the first week of 2023 for 3 of the 4 employees to get all staff members on the same pay cycle. *General discussion* followed.

Vehicle Status: Damage to van from accident in later November is still being assessed by insurance company. *General discussion* followed.

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2023 NYSLRS Retirement Invoice

MOTION: TO PROCESS PAYMENT TO NEW YORK STATE & LOCAL RETIREMENT SYSTEM FOR THE 2023 RETIREMENT BILL IN THE AMOUNT OF \$22,345.00.

4 yeas (in favor), **0 nays** (those opposed)

Made by Director **Chesbro** and seconded by Director **Bonoffski** and carried.

AEM Farm Project Amendments

MOTION: A RESOLUTION TO INCLUDE OSWEGO COUNTY AEM FARM #075-0129 INTO THE AEM BASE PROGRAM ROUND 17 FOR A TIER 4 COST-SHARE TRACK FARM PROJECT.

4 yeas (in favor), **0 nays** (those opposed)

Made by Director **Bonoffski** and seconded by Director **Tuori-Bell** and carried.

MOTION: A RESOLUTION TO INCLUDE OSWEGO COUNTY AEM FARM #075-0133 INTO THE AEM BASE PROGRAM ROUND 17 FOR A TIER 4 COST-SHARE TRACK FARM PROJECT.

4 yeas (in favor), **0 nays** (those opposed)

Made by Director **Bonoffski** and seconded by Director **Chesbro** and carried.

Annual Leave Time: The District Manager has a large amount of vacation that will be lost at the end of the year. General discussion followed.

MOTION: TO HOLD ANY ANNUAL LEAVE FOR ALL STAFF MEMBERS THAT MAY OTHERWISE BE LOST AT THE END OF 2022 UNTIL THIS TOPIC CAN BE DISCUSSED AT A LATER DATE.

4 yeas (in favor), **0 nays** (those opposed)

Made by Director **Bonoffski** and seconded by Director **Chesbro** and carried.

REPORTS:

Ryan Cunningham submitted the following report:

New York State Soil & Water Conservation Committee

Region 4 Report - December 2022

Submitted by: Ryan Cunningham - Region 4 Associate Environmental Analyst

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NYS SWCC News

Happy Holidays & Merry Christmas! The holiday season is here again, a time for remembering our family and friends. Wishing you and all those close to you, a joyous holiday season and a new year of happiness! Please, travel safe and party smart.

December SWCC Meeting: The next SWCC meeting is scheduled to convene at **10:00 AM on December 20th**. Further details and an agenda for this meeting will be sent out shortly. Reminder - participation at a SWCC meeting is eligible toward PM1, Part C of State Aid to Districts.

Performance Measures Requirements: At their November 15th, 2022, meeting, the SWCC Voting Members approved an update to the 2023 Performance Measure criteria. Essentially, performance measure requirements are reverting to the pre-pandemic standards. Detailed information was provided to SWCDs via email, including a 2023 Performance Measure Evaluation Worksheet. Please review the information and contact your Regional AEA or Ben Luskin (ben.luskin@agriculture.ny.gov) with any questions.

Role of Conservation Plans in Farmland Protection Implementation Grants (FPIG) Projects: Based on experience and questions from Districts working with farmers and partners (e.g., land trusts) on farmland protection projects through the Farmland Protection Implementation Grants (FPIG) program (<https://agriculture.ny.gov/land-and-water/farmland-protection-implementation-grants-program>), AGM has worked with the CDEA to update and clarify the likely role of Districts to prepare conservation plans associated with farms to be protected via FPIG. A webinar was recently offered for Districts which provided an overview of FPIG as well as some AEM-related clarifications. A recording of the webinar can be found here:

<https://meetny.webex.com/meetny/ldr.php?RCID=bcfba3bf75fdc3f61c21f5b79fc43f95>

CREP Annual Progress Report: It's that time of year again when New York State reports to USDA on outreach, success stories, challenges and provides suggestions related to the Conservation Reserve Enhancement Program (CREP). Please send anything you would like to share or any questions to Scott.Fickbohm@agriculture.ny.gov by **12/23/22**.

Other Events

Western New York Soil Health Alliance (WNYSHA) Annual Meeting: The WNYSHA Annual Meeting and Soil Health Workshop is scheduled for **December 15, 2022**, at the Quality Inn in Batavia, NY. \$25 pre-registration fee. Register by sending your name and number of attendees to

wnysoilhealth@gmail.com

2022 CCA Training: Advanced Training track for current CCAs. This virtual training track will commence on **December 13 - 14, 2022**. More information and a registration link can be found here, <https://www.nysaba.com/educational-meetings>

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NACD 2023 Annual Meeting: Registration for The National Association of Conservation Districts' (NACD) 77th Annual Meeting is now open! Hosted in partnership with the Louisiana Association of Conservation Districts, the 2023 Annual Meeting will take place in New Orleans, Louisiana from **February 11-15, 2023**. To learn more and to register, please visit <https://docs.google.com/forms/d/e/1FAIpQLScRMcacKQGe22Q2RjVKF2knpcugUTP4ZZII17r1lGx-eDFieA/viewform>

Other Funding

Five Star and Urban Waters Restoration Program 2023 Request for Proposals: The National Fish and Wildlife Foundation and partners are requesting proposals for the 2023. This program seeks to develop community capacity to sustain local natural resources by providing financial assistance to diverse local partnerships focused on improving water quality, watersheds and the species and habitats they support. Full proposals are due by **January 31, 2023**. To learn more about the grant program and the application guidelines, please go here, <https://www.nfwf.org/programs/five-star-and-urban-waters-restoration-grant-program/five-star-and-urban-waters-restoration-grant-program-2023-request-proposals>

Sarra Learned gave the following report:

Continued assisting Joe in the field with timber marking at the Happy Valley reforestation sites and entered tree data into the forestry program Two Dog for the timber sale.

Assisted SLELO PRSIM staff with collecting materials at Rice Creek Field Station from the emerald ash borer biocontrol releases that were conducted there this summer.

While working with our hemlock woolly adelgid data on ArcGIS, I noticed a lot of discrepancies between GPS points that showed the locations of treated trees and GPS points for their associated tag numbers. This was the case for trees treated this year as well as in 2021. In order to correct these discrepancies, I spent time in the field collecting new GPS points with higher accuracy so that the trees are easier to locate when they go through their second round of treatment over the next few years. Additional field work will be needed to complete these corrections in early spring.

Researching and studying material to prepare for my civil service exam.

Sat in and took notes for Joe at the Oneida Lake Watershed Association Meeting held via Zoom.

Attended a webinar which reviewed information and requirements for a grant application to plant ash trees in disadvantaged communities.

Attended a training webinar on Lake Ontario shoreline permitting.

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Completed the sexual harassment district training along with the rest of district staff.

Assisting customers by creating maps, conducting environmental assessments, and obtaining soils reports as needed.

Erica Schreiner gave the following report:

Received an AEM Base Program Round 17 Tier 4 Cost-Share Track Farm Project withdrawal form from farm #075-0066.

Presented forms for a signature from the Chairman of the Board in regard to previously made resolutions for farm #075-0129 and #075-0133: resolution, budget worksheet, and funding agreement.

Conducted AEM field visits to complete data collection for an AEM Round 17 revision.

Met with an AEM participant who has experienced flooding in his barn due to a nearby road culvert which appears to be undersized. Instead of the original plan to draft a letter to the local municipality on his behalf, he will set-up a joint meeting with the Town Supervisor.

Continued AEM planning with program participants.

Submitted the finalized copy of the APOW and it was approved by the NYSSWCC on November 15, 2022.

Maintained the District web site and FaceBook page.

Provided customer technical assistance in the following areas: ag assessment vs. ag district, historical farm records, general property questions, and soil testing. Assisted one customer at length with determining which agency had been to his farm and what program it was in regard to.

Provided farm contact information to Jefferson County SWCD that will be utilized in a 9 Element Plan for the Sandy Creek Watershed.

Continued planning the 31st annual Oswego County Envirothon to be held at Camp Hollis on May 4, 2023. Eight of the nine school districts in the county have indicated they will participate.

Continued planning the Oswego County Envirothon workshop to be held at CiTi BOCES on March 29, 2023.

Gearing up for agricultural value assessment season which will begin January 3, 2023.

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Laura Romanowicz gave the following report:

Received the FLOWPA 19/20 retainage payment in the amount of \$22,300, and funds have been deposited into the District savings account. The District also received the advancement payment for FLOWPA 21/22 in the amount of \$66,900, and those funds have been deposited into the district's FLOWPA grant account.

Received FLOWPA's NYS DEC Advance payment for contract C311775 YR 3, Advance 2, which was just over \$800,000. Funds have been transferred from the District Checking to FLOWPA's Reserve Account, where retainage and advancement payments will be processed and sent to several SWCD's.

Received reimbursement funds from the NYS DEC for the recently completed & closed T004606 Invasive Species Grant. The total reimbursed amount was for \$29,469.84 and funds have been transferred from the district checking to the district savings and project implementation accounts.

Continuing to review and discuss the employee handbook with Joe. Updates are in the process of being made and the revised draft handbook will be presented to the board in the near future.

480 envelopes have been addressed for the 2023 Tree & Shrub mailing. The tree & shrub documents have been approved by Joe and reviewed by staff. These documents will be stuffed and mailed in the next few weeks. Landowners that provided their email addresses during the 2022 Tree & Shrub program will receive an electronic order form.

Joe Chairvolotti gave the following report:

Reforestation Property: Spent several days marking timber and completed approximately 90% of the sale on 3 Reforestation stands on Parish 2 and 4. Weather prevented the sale from being finished and bid out in 2022. This sale, along with one other, will be bid out in 2023. Data obtained to this point has been compiled for a status report.

Approached by Oswego County ATV club regarding opening skid trails for recreational travel. I will meet with the President in 2023 and review the requests.

Assisted numerous landowners and municipalities with general technical, water quality and forestry related advice, both remotely and on-site.

Erica and I conducted 1 site visit with a landowner and NRCS regarding funding for ag and forestry practices.

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Met with a landowner in Williamstown, a consultant forester and NRCS employees regarding EQIP/CSP funding for forestry practices focused on establishing regeneration.

Developed and provided a presentation to Assemblyman Barclay's office regarding plantings on the Tow Path in the City of Fulton.

Kasoag Lake Culvert: A design has been completed and stamped for a culvert replacement at Kasoag Lake at the request of the Town of Williamstown. In January, the District will start working on permits.

Mexico Trail Riders: Working with the club on a bridge/culvert crossing on the snowmobile trail in Mexico. The landowner requirements have been clarified and the design work will take place in January.

Great Bear Shoreline Project: Dick Drosse has approached this office again for assistance with restoring the shoreline in a specific location at the Great Bear Recreational Facility. I met with him and his wife this fall and we all agreed on a design. Mr. Drosse has approached Oswego County Planning regarding ARPA funds and I have been in communication with both parties. Design/permitting may begin in January along with a search for funding.

Town of Oswego LWRP: Worked with CNY Regional Planning regarding revising sections that mention the OCSWCD.

Attended Infrastructure Committee to present NOAA's request to launch a weather balloon at our office during lake effect snow events.

Lake Neatahwanta dredging site reclamation project: Invoice for \$1,800 sent to the Reclamation Committee in payment of a portion of the invoice received for reclaiming the settling pond site.

Oneida Lake 9 Element Plan: Public meeting has been scheduled for January.

Sandy Creek 9 E Plan: Attended 2 committee meetings regarding public input and stakeholder groups. A public meeting has been scheduled for January 17 in Sandy Creek with focus group meetings being scheduled on January 31.

Met with Aaron McKeon from CNY Regional Planning to discuss District activities.

Water Chestnut Control: Conversation with contractor to verify acreage for 2023 to allow for a savings on herbicide. Held discussions internally and planning work will begin in January of next year.

Solar Proposal, Town of Volney: Reviewed application from the solar company and information supplied by staff. Offered recommendations/topics of discussion for the Town of Volney Planning Board.

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FOLLOWPA: Making contact with representatives regarding FOLLOWPA educational meetings.

Other meetings attended: EDP Committee Meeting, Full-FOLLOWPA Board Meeting, Manager's Meeting regarding proposed District Law Changes

Provided Harassment Training to the Staff

3. **NEXT MEETING** - Tuesday January 10th, 2023 @ 10:00am at the District's Conference Room
4. **ADJOURNMENT** - Seeing no further business before the board, the meeting adjourned at 11:16am.

Respectively submitted,

Laura Romanowicz
Secretary

cc: Directors
NRCS/Area Office
Ryan Cunningham/NYSSWCC
FSA & NRCS/Oswego Field Office
Betsy Sherman-Saunders/Clerk of the Legislature
Matthew Reitz/Deputy Clerk of the Legislature