St. Lawrence County Soil and Water Conservation District

1942 Old DeKalb Road, Canton, NY 13617

BOARD OF DIRECTORS MEETING MINUTES

For October 18, 2018, 7:30 p.m.

**Board Members Present:** Robert Andrews, Jr. (Chairperson), Ben Stauffer (Vice-Chair), Chad Colbert (Treasurer), Mark Mathews, Becky Allen, and Adam Cook.

**Board Members Excused:** Greg Paquin

**Staff Present:** Raeanne Dulanski (Manager), Aaron Barrigar (Forester), Jevonnah Foster (Technician), and Liz Gallup (Secretary/Treasurer).

**Guests Present:** Ryan Cunningham, SWCC

**I. Call to Order – Agenda** (Attachment A)

**II. Minutes of the Previous Meeting:** *Motion to approve the September 20, 2018 minutes,* made by Stauffer, seconded by Cook **approved by all.**

**III. Treasurer’s Reports:** Gallup discussed items relevant to the financial information provided to the Board. *Motion to approve September 2018 Treasurer’s report*, made by Mathews, seconded by Allen **approved by all.**

Andrews asked that everyone introduce themselves to Cunningham, our new AEA, SWCC and welcomed him to our organization. Cunningham introduced himself and provided some information on his professional background and informed everyone that he was available for any help that he could provide.

**IV. Reports**

1. **NRCS** – Kent Frary, absent, report provided (Attachment B).
2. **SWCC** – Ryan Cunningham
	1. Cunningham went over his report for the month and provided information on events and deadlines that are happening in the near future.
3. **BOL** – None
4. **Farm Bureau** – Ben Stauffer
	1. Stauffer reported that the Day at the Farm, which was held at his farm, was a success. It was well attended with an estimate of over 1,000 people who came to enjoy the day.
5. **Grange -** Mark Mathews
	1. Mathews said that the Grange is getting ready for the NYS session. He is planning on attending that meeting.

Colbert entered the meeting 8:08 p.m.

1. **AFPB** – Bob Andrews
	1. The Ag Educator and Elected Officials tour was well attended with thirty nine people on the bus of which sixteen were from various schools.
	2. American Farmland Trust will be doing a presentation on Smart Solar Siting on November 15th in Gouverneur from 9:00 to 12:00. Andrews reported that there is word that two very large solar farms may be installed in Brasher and Canton.
	3. Andrew said that Lewis County CCE hosted a forum on services available to the farming community to educate farmers who may be struggling in this environment. SLC CCE is exploring the idea of hosting a similar event.

**V. SWCD Reports:**

1. Secretary/Treasurer – Elizabeth Gallup
2. Gallup informed the Board that she has been working on the fish sale and starting the prep work for year end.
3. *Motion to approve a transfer from Money Market to Checking for November 2018 to cover operating costs up to $20,000*, made by Stauffer, seconded by Mathews approved by all.
4. *Motion to approve the transfer of the final No Till usage earnings of $215.20 from the Checking Account to the Equipment Fund,* made by Cook, seconded by Allen **approved by all.**
5. Gallup informed the Board that we had received bills for dues for various organizations. *Motion to approve payment of Farm Bureau dues for $75.00, NACD dues for $775.00 and NYS Grange for $30.00,* made by Stauffer, seconded by Mathews **approved by all.**
6. Forester’s Report **–** Aaron Barrigar
7. Barrigar reported that he is continuing with marking the timber sale.
8. Barrigar informed the Board that the Tree Planting Workshop was a success. Foster assisted him and was a big help. Thirteen people attended and eighteen trees were planted. Paul Hetzler, CCE gave a very informative talk on how to plant and care for trees.
9. Barrigar assisted with the fish handout.
10. Barrigar said that he has been contacted by the Village of Potsdam to inquire about assistance with an inventory of ash trees and planting of new trees. This could be a possible Part C project for next year.
11. The discussion about Parcel 2 requiring a culvert for ATV use continues. Willard, SLC Highway Department, gave recommendations on what trail improvements would be needed to continue to allow snowmobiles to use the trail and a second set of recommendations if the trail is to be opened year round. These recommendations are what SWCD would follow for trail development. The details of how to get this accomplished are still being worked out.
12. Barrigar has agreed to assist Paul Hetzler, CCE with peeling a sentinel tree to detect emerald ash borer activity. He has also agreed to train DEC personnel on how to peel a sentinel tree.
13. Technician – Jevonnah Foster
14. Foster reported that she has finished the Part C Cover Crop program which initially had 385 acres signed. One producer dropped out which allowed another producer to participate but two others couldn’t get enough seed to complete their planting so only 350 acres were planted. Only one producer needs to sign the paper work required, everyone else has completed their paper work and some have already been paid.
15. Foster worked on the Bend in the River tree planting workshop and helped to hand out fish on fish pick-up day.
16. Foster has gone on field visits with Kitty O’Neil, CCE to do a variety of soil sampling. She has also been completing soil sampling for AEM and went on two Grown & Certified field visits.
17. Foster has also been learning how to complete ag values.
18. Manager’s Report – Raeanne Dulanski (Attachment C)
19. Dulanski informed the Board that she found out that the District has been put in for a 5% increase of the District’s appropriation from the County. This was good news since we were expecting level funding. The assistance that we have provided the County and the dollar return that we achieve were both received favorably.
20. Dulanski reported that all proposed 2019 health insurance rates are well within the amount budgeted. *Motion to accept 2019 health*, *dental and vision insurance at the rates proposed,* made by Cook, seconded by Mathews approved by all.
21. Dulanski told the Board that USDA’s IT department has informed us that Foster’s computer is too outdated for the required Windows 10 update. *Motion to approve purchase of a computer for up to $1,500.00,* made by Cook, seconded by Paquin **approved by all.**
22. Dulanski brought to the Board’s attention that Stauffer, Cook & Mathews terms are over at the end of this year. She provided information and the form that needs to be filled out to remain on our Board.
23. Dulanski updated the Board on where we stand on Performance Measures (PM). The District was missing one board member attending another function. Stauffer informed the Board that he attended Empire Farm Days. This means the Director meeting component of the PM is now complete. The only other item to be completed is Barrigar’s training plan which will be done tomorrow. All PM will then be met so the District will qualify for the maximum funding from the State.
24. Dulanski informed the Board that she is proposing a project similar to the Part C Bend in the River project to utilize our Part B funding for 2019. Barrigar would advise on tree selection to replace ash trees to be cut down and provide money for the trees and help with planting. It would be to help a municipality interested in addressing the EAB problem. *Motion to approve the 2019 proposed Part B project and to authorize Andrews as Chairman to sign,* made by Cook, seconded by Allen **approved by all.** The 2018 Part B project proposed was for a watering system that may not be done in time. If that happens, we may need to do a project modification and use the Bend in the River project instead. Total cost was over $6,000 so it would be enough to earn the full amount.
25. Dulanski reported that the project that the District submitted for NYS Ag NPS Round 24 funding was ranked 9th out of 91. This means that there is a very good chance that our proposal will be accepted.
26. Dulanski said that there have not been any new applications for the RCPP monies to help with engineering costs. There is $5,760.00 still available.

**VI. Old and New Business:**

 **New:** Andrews wanted to let the rest of the Board know that he found out at the SWCC meeting that he attended that there is quite a bit of money that the District is missing out on since we don’t have the staff to do the work for AEM. He said that there are different funding levels with a maximum of $110,000 for a certified AEM Planner. Dulanski said that District is currently earning around $30,000. The Board discussed the topic and said it is worth looking into adding a staff member to become an AEM planner to maximize the AEM base program funds.

**VII. Correspondence:**  Mail was available for the Board’s review. (List of items in Attachment D)

**VIII. Announcements:** None

**IX. Time and Date of Next Meeting:** November 15, 2018, 7:30 PM at the SWCD Office.

**X. Meeting Adjourned:**  Adjournment at 9:08 PM

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Robert Andrews, Jr., Chairperson Date

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Elizabeth J. Gallup, Secretary/Assistant Treasurer Date

Attachments: A-D