

DRAFT
St. Lawrence County Soil and Water Conservation District
1942 Old DeKalb Road, Canton, NY 13617
BOARD OF DIRECTORS MEETING MINUTES
For September 17, 2020, 7:00 p.m.

Note: Meeting was held via ZOOM due to COVID – 19. The date and time of the meeting was posted to the District’s website.

Board Members Present: Robert Andrews, Jr. (Chairperson), Becky Allen (Treasurer), Mark Matthews, and John Burke.

Board Members Excused: Adam Cook (Vice-Chair), Patrick Smith, and Kevin Acres

Staff Present: Raeanne Dulanski (Manager), and Liz Gallup (Secretary/Asst. Treasurer).

Guests Present: Ryan Cunningham, SWCC

I. Call to Order and Agenda (Attachment A)

II. Minutes of the Previous Meeting: Motion to approve the August 20, 2020 minutes, made by Allen, seconded by Matthews **approved by all, roll call: Andrews – Aye, Allen – Aye, Matthews – Aye, Burke – Aye,**

III. Treasurer’s Reports: Gallup discussed items relevant to the financial information provided to the Board. **Motion to approve August 2020 Treasurer’s report,** made by Matthews, seconded by Allen **approved by all, roll call: Andrews – Aye, Allen – Aye, Matthews – Aye, Burke – Aye**

IV. Reports

A. BOL – John Burke

1. Burke said that Brookfield Power has sued to lower their property tax assessment which they have done in the past. This could have Consequences County wide if they are successful.
2. Burke reported that the County continues its budgeting process. Andrew expressed his concerns for what budgets will look like given the current situation.

B. Grange - Mark Matthews

1. Matthews reported that the fundraiser dinner they had that was available for pick up only was successful. They are considering doing another.

C. AFPB – Bob Andrews

1. The next meeting will be held on October 1st.

D. SWCC – Ryan Cunningham

1. Cunningham informed the Board that the Annual Plan of Work is due by November 1st and that the five year AEM Strategy Plan update is due in December.
2. Ag NPS 26 may be ranked tomorrow, unsure when they will be announced. Executed contracts in the queue are being processed but new ones may take some time to be funded. Ag NPS Round 27 will probably be pushed to 2021.

V. SWCD Reports: Manager and Staff reports are included in Board mailing (Attachment B)

A. Secretary/Assistant Treasurer’s Report – Liz Gallup

1. **Motion** to approve a transfer from Money Market to Checking for October 2020 to cover operating costs up to \$20,000 for the month, made by Matthews, seconded by Allen **approved by all, roll call: Andrews–Aye, Allen – Aye, Matthews – Aye, Burke – Aye**
2. Gallup reported that the twenty five percent advance for AEM Year 16 has been received in the District’s Money Market account. These monies need to be held in the AEM Grant Fund Account. To do this, she proposed that the difference between the AEM Year 15 earnings that are currently in the AEM account and the \$19,492.00 AEM Year 16 monies received be transferred from the Money Market account to the AEM account. **Motion** to approve the transfer \$11,845.20 from the Money Market account to the AEM Grant Fund Account to increase the AEM account balance to equal the 25% advance for AEM Year 16 made by Matthews, seconded by Allen, **approved by all, roll call: Andrews–Aye, Cook – Aye, Allen – Aye, Matthews – Aye, Burke – Aye**

B. Manager’s Report – Raeanne Dulanski

1. The USDA building continues to be in Phase 1 of their reopening plan. Dulanski said that Frary is the only NRCS employee in the building. At this time, there are no plans on moving out of phase one. Dulanski went over the NRCS report (**Attachment C**) provided by Frary.
2. Dulanski reported that the District’s new truck has been ordered but that she was not given an approximate build time yet.
3. Dulanski informed the Board that she has been on a number of telecoms which dealt with discussions of different grants. She submitted a Letter of support for a grant proposal with Northern NY SWCDs (14 were eligible, Lewis seems to be taking the lead), NYS Ag & Markets, NYS DEC, and North American Invasive Species Management Association (NAISMA) for “Certified Weed-Free Gravel Program Development and Pilot Project in Northern NY” that is being submitted to the FY21 Northeast Landscape Scale Restoration RFP. The grant will develop a voluntary program, using NAISMA’s framework, to inspect mines for invasive species and certify that none were found onsite, thus they are not spreading invasive species. Another grant, the SLRWP Planning grant, was discussed in another call. This grant has been ongoing for a number of years. The last year has been a lot of activity and the consultants hope to have the plan completed by the end of the year.

4. Barrigar and Dulanski will be attending, via ZOOM, the Operations Committee meeting Monday night. Barrigar has, per Legislator Terminell's request, already sent out additional information on the EAB projects that District is doing. His presentation is a brief EAB 101, what it is, where it came from, and where it is in SLC, and where it is expected to go.
5. CAFO Rd 3 bank account has been opened and 25% advance claim for payment has been submitted.
6. Dulanski proposes that the District continue our Ash Tree Replacement Program for the 2021 Part B project. In the past, we have worked with Canton and Ogdensburg, this year we hope to work with the Village of Potsdam. The District will work with Village of Potsdam personnel and native trees will be selected to be planted in public areas to replace ash trees that were removed. The trees will also increase diversity and green infrastructure. The budget proposed for the \$6,000 available will be: Staff Time - \$2,000 and supplies and materials - \$4,000. *Motion to authorize the Part B project as explained in the project proposal (Attachment D), to authorize Andrews to sign it, and to submit it to New York State made by Burke, seconded by Allen approved by all, roll call: Andrews–Aye, Allen – Aye, Matthews – Aye, Burke – Aye.*
7. Cunningham asked how the USDA building is currently being operated. Dulanski reported that Blake Glover, NRCS has indicated that the building will not be available for board meetings etc. until Phase 3 is reached. At this time, he said he felt we would be in Phase 1 for the foreseeable future. Allen said that she wanted to thank District staff on how well things have been handled given the current situation.

VI. Old and New Business:

- A. Per our last meeting, SWCD staff has developed a policy and complaint log (**Attachment E**) on how to deal with complaints of trash along trails on County parcels that we manage. *Motion to adopt this policy as shown* made by Allen, seconded by Burke **approved by all, roll call: Andrews–Aye, Allen – Aye, Matthews – Aye, Burke – Aye.**
- B. Sexual Harassment Training was provided to all Board members present. District's Sexual Harassment Policy and form was provided to all. Dulanski highlighted important points and the test taken by all was reviewed. District staff was trained separately.
- C. Comments made: Allen asked if there would be fines charged for trash that had been left on County land, Dulanski said that if it was able to be definitively determined who left the trash, police would be contacted. Andrews said that he liked the trash policy because it reflected that the District is not regulatory. He also requested that it be provided to the public and to the Trail Coordinator. Dulanski said the policy will be posted to the website and that she would make sure a copy was sent to Christy. Matthews asked if a gate was installed, would a sign be posted explaining why. Dulanski said that it is normal procedure to do so.
- D. Andrews asked about the status of Part A & C monies. Dulanski said that the District is in good shape and has met all requirements to date. Cunningham said it won't be known until later if the State's budget situation will affect these monies. Dulanski added that because of the COVID 19 situation, she confirmed that it is o.k. to not complete the public component of the 2020 Part B project. She had also heard that the District has been tentatively put in the County's budget at level funding.

VII. Announcements:

A. None

VIII. Time and Date of Next Meeting: October 15, 2020 – location and time to be determined, anticipated to be held via ZOOM.

IX. Meeting Adjourned: Adjournment, ZOOM meeting ended 8:03 PM.

Robert Andrews, Jr., Chairperson

Date

Elizabeth J. Gallup, Secretary/Assistant Treasurer

Date

Attachments: A – E