

DRAFT
St. Lawrence County Soil and Water Conservation District
1942 Old DeKalb Road, Canton, NY 13617
BOARD OF DIRECTORS MEETING MINUTES
For October 21, 2021, 7:00 p.m.

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

Board Members Present: Robert Andrews, Jr. (Chairperson), Adam Cook (Vice-Chair), Mark Matthews, Patrick Smith, John Burke, and Kevin Acres

Board Members Excused: Rebecca Allen (Treasurer)

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

Guest Present: None

I. Call to Order and Agenda (Attachment A)

II. Minutes of the Previous Meeting: *Motion to approve the September 16, 2021 minutes, made by Cook, seconded by Acres approved by all*

III. Treasurer's Reports: Gallup discussed items relevant to the financial information provided to the Board. *Motion to approve September 2021 Treasurer's report, made by Burke, seconded by Cook approved by all*

IV. Reports

A. BOL – John Burke, Kevin Acres

1. Acres reported that they have been meeting with various groups to negotiate their contracts and only have a couple more groups to meet with. The budget process is wrapping up and it is proposed that the tax rate be reduced by \$.17 per \$1,000. Better than expected sales tax revenue made this reduction a possibility. Acres isn't aware of any decision made about the District's request for an increase in their appropriation.
2. Acres said that the County hired an investigator to look into the DSS troubles that have been in the news.

B. Grange - Mark Matthews

1. Matthews said they will be presenting a resolution about the closure of the rest area by Cicero.

C. AFPB – Bob Andrews

1. Andrews reported that a meeting was held the first week of October and that the issue of solar arrays and their impact continues to be discussed.
2. Some organic dairy producers have been left without a market for their organic milk because Dannon has reduced the number of farms in St. Lawrence County that it is buying from. Solutions to help these farms were discussed. Andrews suggested that the County Board of Legislators could help by encouraging milk plants, that have been helped by SLC's IDA, to buy milk from these organic farmers. Acres asked if there were any figures available to illustrate those affected. Andrews said the SLC Planning department was pulling that information together.

3. This year has been a good year for silage and feed supplies. Andrew stated that there is an USDA program that will pay \$6.60/mile to transport supplies up to 1,000 miles to drought stricken areas.

V. SWCD Reports:

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

1. Gallup said she had received and would like approval to pay the NACD dues for 2022 in the amount of \$775.00. **Motion** to approve a payment of NACD 2022 dues for \$775.00 made by Matthews, seconded by Cook **approved by all.**
2. **Motion** to approve a transfer from Money Market to Checking for November 2021 to cover operating costs up to \$20,000 made by Cook, seconded by Burke **approved by all.**

B. Technician's Report – Jevonnah Foster

1. Foster reported that she has completed this year's Part C Cover Crop program except for one as-built signature that she will get next week. One farmer was unable to plant his 50 acres in time.
2. Foster has completed the AEM Round 17 two-year plan. Dulanski will go over it during her section.

C. Forester's Report – Aaron Barrigar

1. Barrigar reported that he is working on the Town Roadside Ash and Hazard Tree Inventory in the Town of Potsdam and continues to assist the Presbyterian Church with their tree maintenance grant for their park in Canton. This year's Part B ash tree replacement program is also at the park and the Canton DPW will be assisting with the planting thirteen new trees to replace the twelve that have been removed. The trees will be replaced with Northern Catalpa, Northern Hackberry, Kentucky Coffeetree, Hop-hornbeam, and Swamp white oak.
2. Barrigar provided assistance to a number of land owners and assisted with the District's fish handout on the 15th.
3. The six Sentinel trees that were created this spring have been taken down and peeled. Two of the six were positive for Emerald Ash Borer infestation. The locations of the positive trees are the Buckton State Forest just south of Brasher and the Knapp Station State Forest just east of North Stockholm.
4. Barrigar attended Conservation Skills training in Watkins Glenn. Topics covered were; agro-forestry, the Cornell maple program, silvo pasture, and restoring ecological and productive function to woodlands which focused on dealing with invasive species, deer, slash walls and forest regeneration.
5. A complaint of trash along a trail has been forwarded to the Trail Coordinator to be addressed per our trash on County parcel policy.

D. Manager's Report – Raeanne Dulanski (Attachment B)

1. Dulanski provided some updates about the office:
 - i. COVID status for the office remains the same.
 - ii. District Law training has been provided to Andrews and will be provided to Allen. Andrews has completed it.
 - iii. Cook and Matthews are up for re-appointment. Cook's biodata sheet has been submitted but Matthews has decided that this will be his last year. There may be a problem getting a Grange member to replace him but it is being looked in to.

2. Dulanski informed the Board that a number of budget modification are needed as follows:
 - i. Increase District tree expense line by \$233.34 to cover deposit on 2022 tree order (\$1,333.28)
 - ii. Increase in Revenue, and expenses for the District's fall fish program: Revenues by \$3,324.99 to \$7,924.99 and expenses by \$2,485.50 to cover the 2021 fish purchase of \$6,685.50.
 - iii. Increase office equipment expense line by \$360, to cover new monitors and external hard drive.
 - iv. Increase Repairs to equipment expense line by \$200 to \$745.00
 - v. Increase the Retirement expense line by \$2,000 to \$32,000 to cover estimated invoice received from NYS Retirement System due December 2021.

*Motion to approve the budget modifications as shown above, made by Burke, seconded by Cook **approved by all.***

3. Part B project: Trees for the project will be about \$1,800 plus shipping. We are sharing trucking with other local purchasers so we don't know what our share will be yet. Dulanski would like to add tree ID tags to the project since there are monies remaining. *Motion to authorize paying the nursery bill for the trees plus trucking and to pay up to \$1,000 for tree tags with Part B funds, made by Acres, seconded by Cook **approved by all.***
4. There was a technical issue with NYS Marketplace so the bids requested to buy a new Equinox were not available prior to this meeting. Dulanski explained that she could just cancel and request bids prior to our next meeting or, if the Board preferred, accept the lowest bid that meets specifications, not to exceed the \$32,000 budgeted on the Boards' behalf. *Motion to accept lowest bid meeting specifications, complete necessary paperwork and to pay up to the budgeted amount of \$16,000 in 2021 with the balance to be paid in 2022, made by Cook, seconded by Matthews **approved by all***
5. Dulanski informed the Board that the NYS Ag NPS Round 24 WQIRB for a waste storage system has been completed. She presented a summary of the project and close out documentation. The follow items were presented for approval :
 - i. Support the modification of grant budget to move unused State funds from construction to engineering services in the amount of \$5,268.75, making the State funds for engineering services amount total \$8,268.75.
 - ii. Accepting the documentation from the producer which includes invoices and cleared checks.
 - iii. Authorization to pay farm \$153,068.75 of State funds.
 - iv. Authorization to transfer \$7,650.34 from the grant bank account to checking account and return those unused funds to the State from the checking account.
 - v. Authorization to pay SWCD amount earned to Money Market account and to close grant bank account when all checks have cleared.

*Motion to approve the above items related to the NYS Ag NPS Round 24 WQIRB grant closeout made by Burke, seconded by Cook **approved by all.***

- VI. **Correspondence:** Dulanski shared a list of mail (**Attachment C**) items for the period July – September 2021 that are available.

VII. Old and new business

1. Dulanski informed the board that AEM Round 17's two year plan is due by November 1st. She walked through the new funding and activities allowed and requirements that will need to be met. The District is requesting \$90,256 for the two year period.
 - vi. **Motion** to approve the AEM Round 17 two year plan, made by Matthews, seconded by Acres **approved by all** .
 - vii. **Motion** to approve the resolution approving participation in the AEM base program and to send it to NYS, made by Cook, seconded by Burke **approved by all. (Attachment D)**
 - viii. **Motion** to approve opening a separate grant bank account for AEM Round 17 using a transfer of \$1,000 from the Money Market account when the contract with NYS is signed and to then transfer the \$1,000 plus interest back to the Money Market account when AEM Rd 17 funds are received, made by, seconded by Burke **approved by all.**
 - ix. **Motion** to authorize the District to open an account with Dairy One for soil and manure sample testing and to pay off the amount owed using AEM funds monthly for the duration of AEM Round 17 testing funds, made by Cook, seconded by Smith **approved by all.**
2. 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.

VIII. Announcements: None

IX. Time and Date of Next Meeting: November 18, 2021 7:00 via ZOOM

X. Meeting Adjourned: **Motion** to adjourn at 8:30 p.m. made by Cook seconded by Smith **approved by all**

Robert Andrews, Jr., Chairperson

Date

Elizabeth J. Gallup, Secretary/Assistant Treasurer

Date

Attachments: A - D