

DRAFT

St. Lawrence County Soil and Water Conservation District
1942 Old DeKalb Road, Canton, NY 13617
BOARD OF DIRECTORS MEETING MINUTES
For August 17, 2023, at 3:30 p.m.

Board Members Present: Kaitlyn Kulp, Adam Cook, Margaret Haggard, and John Burke

Board Members Absent: Robert Andrews, Jr., Rebecca Allen, and Patrick Smith

Guest Present: Ryan Cunningham, NYS SWCC

Staff Present: Cayce Salvino (Manager), Heidi Knafelc (Technician), Aaron Barrigar (Forster), and Jevonnah Foster (Technician)

I. Call to Order at 3:34 pm

II. Agenda (Attachment A)

III. Minutes of the Previous Meeting: *Motion to approve the July 27th, 2023 board minutes made by Haggard seconded by Kulp **approved by all.***

*A motion to approve Salvino to transfer \$30,000 from the Money Market account to our Checking account for September made by Burke seconded by Haggard, **approved by all.***

IV. Board of Legislators Report – John Burke, Discussion of audit of 2022 being done by an outside company. The road work John talked about last month is beginning. Brought up resolution for the workers compensation, Soil and Water appropriation has gone down, not losing coverage, haven't had any incidences.

V. Reports:

A. Ryan Cunningham's Report: State aid forum, was recorded and put on SharePoint. Want more participation from board members across the state. Need to make sure people meet certain measures to account for the increase in Part C money.

B. Manager Report- Cayce Salvino

1. NY CLASS accounts, Salvino has reached out to a few people with the county (treasurer) and hasn't received a call back yet. Meeting with Community Bank has been set up to discuss interest rates. Would like to move bigger accounts to NYCLASS to gain more interest. Cunningham stated Essex County and Genesee County are using it.

*i. A motion to modify language in policy and procedure contingent on Andrews approval, made by Burke, seconded by Haggard, **approved by all.***

*ii. A motion to approve Salvino and Woods to complete the necessary forms to open NYCLASS account and transfer ARPA funds, contingent on Andrews and meeting with CBNA, made by Haggard seconded by Kulp, **approved by all.***

iii. Motion to approve July 2023 treasurers report made by Kulp, seconded by Haggard, approved by all.

2. In training Woods, we came across some issues in Quickbooks, Rhonda from Jefferson County came up in the middle of her day to help. She has been a great resource and we did pay mileage for her to come to here.
3. Salvino attended August BOL meeting, Ruth introduced her. Salvino has informally talked to Jason P. with potential discussions for another round of payment for the septic grant.
4. Salvino also had her budget meeting with Ruth, it went well and Andrews was a help. Ruth wants to go over the Forestry appropriation and wants to make a better guideline of expectations.
5. Salvino has a Conservation Desktop training, will be able to bill more work to the NRCS agreement. Training will help with the technical side, no charge and will be able to bill out more to them.

*i. Motion for Barrigar and Knafelc to attend Conservation Skills Workshop made by Haggard seconded by Burke, **approved by all.***

C. Technician Report- Jevonnah Foster

1. Foster stated all CRF grants have been finished and submitted on time. There were 4 applications covering 5 farms. Has one application already for the next round.
2. WRP sites for NRCS are done and completed.
3. Has been working on AEM planning, soil sampling, cover crop plans, and CMNP Plans. Have 5 more people for cover crops.
4. BMP evaluation for tier 4 projects at Zufall to meet performance measures.

D. Foresters Report- Aaron Barrigar/Heidi Knafelc

1. Been working on county roadway ash/hazard tree removal program. As of today they have marked 3,943 trees, Lisbon, Waddington, Madrid, Massena, and Louisville.
2. Getting bid together and mapping for the ash/hazard tree program hopes to have it done and out by the end of September.
3. Marking parcel 21 for pre commercial treatment.
4. Assisting village of Potsdam for urban grant and tree plant application.
5. Assisting village of Canton for tree maintenance grant.
6. Biocontrol releases, with APHIS wasp releases to help control the EAB populations, just doing 1 release.

Kulp left at 4:43pm

VI. Old and New Business:

CCE

1. CCE Board of St. Lawrence County executed 6 month termination clause with the North Country Regional Agriculture team.
2. SLC SWCD uses NCRAT to collaborate on programs (ie: Cover Crop Field Day) and rely on their expertise and research often.
3. Concerned about impact on SWCD and local agriculture.

Correspondence: Mail was available for the Board's review.

Announcements: None

Next Meeting: September 21, 2023 at 3:30.

Meeting Adjourned: *Meeting adjourned at 4:54pm.*

Robert Andrews, Jr., Chairperson

Date

Melissa Woods, Secretary/ Asst. Treasurer

Date