

**DRAFT**

St. Lawrence County Soil and Water Conservation District  
1942 Old DeKalb Road, Canton, NY 13617  
BOARD OF DIRECTORS MEETING MINUTES  
For March 23<sup>rd</sup>, 2023

**Board Members Present:** Robert Andrews, Jr. (Chairperson), Becky Allen (Treasurer) - via. zoom, John Burke, Patrick Smith, and Kaitlyn Kulp, Margaret Haggard- via zoom

**Board Members Excused:** Adam Cook

**Staff Present:** Raeanne Dulanski (Manager), McKenzie Church (Secretary/Asst. Treasurer), Heidi Knafelc (Technician), Jevonnah Foster (Technician) and Aaron Barrigar (Forester)

**I. Agenda** (Attachment A)

**II. Reports**

**A. Board of Legislators** –John Burke

1. Burke reported that at the County board meeting, there was discussion about getting a baby formula factory in St. Lawrence County as there continues to be an issue with a baby formula shortage. It would be good for our local economy, as there is plenty of milk and farmers that could benefit from this.
2. ARPA committee had a request to change the DBH of fire wood from 10 inches to 8 inches for the tree removal program. There was explanations' stating that it's more of a safety concern, it's not a firewood program.
3. The new highway Department buildings are upon completion.

**B. Ag and Farmland Protection Board** – Bob Andrews

1. Andrews reported the next AFPB meeting is April 6<sup>th</sup>, there will be a presentation from someone with NYS Ag & Markets via zoom to talk about Solar projects.
2. The last AFPB meeting was a joint meeting with the County Planning Board, it went well.
3. Solar talk continues

*Kulp entered at 3:50pm*

**III. Call to order @ 3:52pm**

**IV. Introduction**

**V. Minutes of the Previous Meeting:** *Motion* to approve the February 23<sup>rd</sup>, 2023 minutes, made by Smith, seconded by Burke **approved by all.**

**VI. Treasurer's Report:** McKenzie Church

- A.** Church reported the District reached all performance measures and received the monies from the 2022 Performance Based Conservation Financial Assistance monies \$181,746.76.
- B.** Church discussed that the District Tree sale was completed, deposits have been done. The District came in with a sale amount of just under \$9,000.
- C.** *Motion* to approve all the financial reports in the March 2023 folder, made by Smith, Seconded by Kulp **approved by all.**

- VII. NY Association Conservation Districts Executive Director:** Blanche Hurlbutt
- A. Hurlbutt provided a report on the activities that she and NYACD are currently working on, including the Stream C Bill and Proposed changes to District Law.
  - B. Hurlbutt reported on the 2024 International Envirothon. The Committee is looking for more funding, has reached out to NED Resources. So far 16 Districts have donated.
  - C. Andrews stated we pay \$750 every year, and asked Hurlbutt why we should donate more. Hurlbutt replied that the money donated allows for her to talk to more legislators, for more training, share programs. NYS is ahead in training. Burke asked if there was any other source of funding. Hurlbutt replied that Conservation Districts are the main source of funding.
- VIII. NRCS Report-** Raeanne Dulanski (Attachment B)
- A. Dulanski shared an update on programing provided by Kent Frary.
- IX. SWCD Reports:**
- A. **Secretary/Assistant Treasurer's Report** –McKenzie Church
    - i. Church reported that after looking at the expected expenditures for the month of April and the month May she would need the board approval to be able to transfer up to \$45,000.00 for the month April and \$35,000 for the month of May from the Money Market account to the Checking account. ***Motion to approve Church to transfer up to \$45,000 for the month of April and \$35,000 for the month of May from the Money Market account to the Checking account*** made by Cook, Seconded by Kulp **approved by all**
    - ii. Church reported that she attended the Water Quality Symposium Training with the rest of the staff.
    - iii. Church reported that she has started working on Tree Sale organization stuff.
  - B. **Technician Report-** Heidi Knafelc
    - i. Knafelc reported she has been learning and working on doing Ag values for landowners.
    - ii. Knafelc reported she assisted Dulanski with snowmobile trail reviews.
  - C. **Forester's Report-** Aaron Barrigar
    - i. Barrigar continues to work on County management plan
    - ii. Barrigar has been working on getting stuff ready for the tree sale
    - iii. Barrigar continues to give land owners assistance.
    - iv. Barrigar reported that he attended the Water Quality Symposium
  - D. **Technician Report-** Jevonnah Foster
    - i. Foster reported that she has been working on AEM plans
    - ii. Foster continues to study for her CCA test that is next week. With taking this test it will help bring in more for the district for AEM work.
    - iii. Foster reported she has been on site visits with NRCS for and application that she submitted.
    - iv. Foster is still struggling with getting her NRCS certification. If she gets CCA certified she will no longer have to get her plans certified by someone else she will be able to do it herself.
  - E. **Manager Report-** Raeanne Dulanski
    - i. Dulanski reported that the District would need to do some budget modification, with some changes and increases were due to Tree Removal funds coming into the District and how we were handling them. We will need to continue to modify the construction account as tree removals will take place. Most of those funds are just passing through. There is \$9,900.00 more in expected revenue and \$5,000.00

- more in expenses, still ahead. **Motion to modify the 2023 as it was presented** (Attachment C) made by Smith, seconded by Burke **approved by all**.
- ii. Dulanski reported that the District has received Part C PM award amount of \$181,746.76, the monies will be used for identified projects. Currently have the co-share program for cover crops fully funded using carryover from 2022's award.
  - iii. Part C Septic Replacement and Repair Fund Administration; there was a request for between \$20,000.00-\$25,000.00 for the County Planning Office for funds to help administering the DEC Septic funds. They have \$157,886 of leftover funds and \$635,000.00 in new funding for projects. We have budgeted that \$50,000.00 of the Part C funds were to be paid out. **Motion to continue our support of the positive environmental impacts created with the implementation of the DEC Septic System Repair and Replacement Program but providing \$25,000.00 in Part C funds to the County Planning Office for the administration of the septic funds. A letter of understanding will be issued with the funds paid out of the Money Market account,** made by Smith, seconded by Kulp **approved by all**
  - iv. Dulanski submitted an application for a new contribution agreement with NRCS. Agreement was for EQIP and WRP monitoring, we are waiting for a response from NRCS. Agreement proposed is for 5 years, 2024-2028. WRP-over 5 year total of \$211,050.00. NRCS portion at 75% about \$30,000.00 a year. EQIP- up to 400 hours a year, based on interest in the program. Could be up to about \$20,000.00 NRCS share/year, but probably wouldn't be able to earn the full amount.
  - v. Vehicles: Dulanski reported that she had reached out to the dealer of the 2023 Equinox, they are anticipating the delivery be within the next 30 days or less. 2019 Ford ¾ ton **motion to place the 2019 ¾ ton up for sale on Auctions International and give Dulanski all permissions to use her best judgement to sell to the highest bid** made by Burke, seconded by Smith **approved by all**
  - vi. Part of the ARPA Ash Tree Removal project was a mitigated planting. We had presented a proposed project to the County Administrator while prepping for the project and she was in favor of it. Contract with SLC has, "a planting of native trees will be included with the budget for this project to offset the loss of ash trees cut, and will be facilitated by SLC SWCD which will include site preparation and plug plantings on County Forest parcels, and whereas the planting will be mutually beneficial to replace removed trees and improving forest stand health of County parcels in need of improvements". **Motion authorizing Dulanski to complete the bid/quote process to have the planned work completed on Parcel 21. Results will be made available for consideration at the May 18<sup>th</sup> Board meeting** made by Burke, seconded by Smith **approved by all**
  - vii. Dulanski discussed the North Adirondack Regional Envirothon; The Event planning is going well. The Envirothon will be May 4<sup>th</sup> at Paul Smith's VIC. The registrations are slow, and due by next Friday from schools.
  - viii. Dulanski presented Aaron Barrigar with the Division 3 Merit Award. Dulanski also play a video of Robert Andrews receiving the District Director Award.
  - ix. Dulanski let the board know that the Letter to the State Representatives they had all received a copy of what was sent. Assemblyman Blankenbush was the only response that was received and that was forwarded to all Board members.
  - x. Foster asked the board for permission to Pay for the Jefferson Engineer from the work that was performed for Huntley's trail and walkway design **Motion to pay the invoice from Jefferson County Soil and Water for the work the Engineer had perform** made by Smith, seconded by Kulp **approved by all**
- X. Executive Session **motion to enter executive session** made by Burke, seconded by Smith @5:03pm to discuss employee health and work history.

**Exited @ 5:30pm**

**XI. Old and New Business:**

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

**XIII. Announcements:** None

**XIV. Next Meeting:** May 18<sup>th</sup>, 2023 at 3:30pm

**XV. Meeting Adjourned:** *Motion to adjourn at 5:40 p.m.* made by Smith seconded by Burke approved **by all.**

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Robert Andrews, Jr., Chairperson

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Date

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McKenzie Church, Secretary/Assistant Treasurer

\_\_\_\_\_  
Date

Attachments: A – D