

ONTARIO COUNTY SOIL AND WATER CONSERVATION DISTRICT
Board of Directors Meeting
January 12, 2023
Minutes

*****Meeting held in-person at the Cornell Cooperative Extension (District Office) and remote via Go to Meeting*****

PRESENT:

DIRECTORS: Chairman Sam Casella (in-person), Vice Chairman Jim Malyj (in-person), Ken Livermore (in-person), Ed Jackson (in-person), Rich Russell (in-person), Mark Venuti (in-person), Amanda Amadon (in-person)

STAFF: Megan Webster (in-person), Diana Thorn (in-person)

USDA

FSA: Joann Rogers (remote)

NRCS: Dan Weykman (in-person)

ABSENT: None

CALL TO ORDER ORGANIZATIONAL MEETING

Mark Venuti nominated Ed Jackson temporary Chair of the organizational meeting. Amanda Amadon seconded and all were in favor.

Temporary Chair Jackson called the Organizational Meeting to order at 1:29pm.

- **Election of Officers (Chair and Vice Chair)**

Ed Jackson nominated Sam Casella. No other nominations were made.

Motion to approve Sam Casella as Chairman.

Motion made by Ken Livermore, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20230112ORG-01

Ed Jackson nominated Jim Malyj for Vice Chairman. No other nominations were made.

Motion to approve Jim Malyj as Vice Chairman.

Motion made by Rich Russell, seconded by Mark Venuti.

All in favor, motion approved.

Resolution #20230112ORG-02

- **Appointment (Secretary-Treasurer – Diana Thorn)**

Motion to approve the appointment of Diana Thorn to the Secretary-Treasurer position.

Motion made by Ken Livermore, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20230112ORG-03

- **Policy Review**
- **Committee Assignments**
- **Official Depository**
- **Official Newspaper**
- **Operating Expenses Approval Prior to Board Audit**
- **Number of Meetings, Dates and Times**

Motion made as a block: Motion to approve polices as they are; approve committee membership per attached sheet; name Canandaigua National Bank as depository; name Finger Lakes Times newspaper of record; approve payment of certain operating expenses (employee benefits, employee cell phones, insurance, payroll and payroll processing) per budget prior to board audit as has been done in the past; approve the meeting schedule of 12 meetings, the third Wednesday of the month at 4:30pm with 3 noted exceptions.

Made by Rich Russell, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20230112ORG-04

ADJOURNMENT OF ORGANIZATIONAL MEETING

Motion to adjourn organizational meeting at 1:34pm.

Made by Amanda Amadon, seconded by Mark Venuti.

All in favor, motion approved.

Resolution #20230112ORG-05

CALL TO ORDER REGULAR MEETING

Chairman Casella called the regular meeting to order at 1:35pm and led the pledge to the flag.

MINUTES

Chairman Casella asked for any comments, changes, or corrections to the minutes. The following motion was offered:

Motion that the minutes of December 21, 2022 be accepted as submitted.

Motion made by Ken Livermore, seconded by Ed Jackson.

All in favor, motion approved.

Resolution #20230112-01

BILLS

A spreadsheet was provided that shows the bills that appear in the Abstract listed with more detail and in their current status.

Motion to approve the bills as submitted and Abstract #1 in the amount of \$62,918.16.

Motion made by Ken Livermore, seconded by Amanda Amadon.

Ken Livermore reviewed and signed the bills earlier today.

All in favor, motion approved.

Resolution #20230112-02

TREASURER'S REPORT

Diana reviewed her Treasurer's Report with the Board, which includes the financial statements for December 31, 2022. Megan has reviewed and signed payroll #26; the December bank statements; and the reconciliation reports from QuickBooks. All bank accounts are reconciled successfully through December 30th.

Diana discussed with the Board making changes to the way that the Watershed Inspection program accounting is handled. Diana will make the changes in the test environment for the Board to review and consider approving in February.

Motion to approve the Treasurer's Report and December financial statements.

Motion made by Ken Livermore, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20230112-03

PRIVILEGE OF THE FLOOR

Ed Jackson:

1. Ed shared that he saw an article about Sam speaking at Lead Ontario.
2. Ed stated that he thinks the consistent pieces in Key Events help to inform about all that OCSWCD is doing.

Sam Casella:

1. Sam shared that Lead Ontario went very well and that he is hopeful to include more about OCSWCD in next year's program.

USDA/FSA

Report by Joann Rogers

Disaster/Pandemic Programs: coming soon; these are revenue loss assistance programs for either program years 2020 and 2021 for Emergency Relief Program (ERP) Phase 2 or 2020 for Pandemic Assistance Revenue Program (PARP). Contact the Ontario County FSA office at 585-394-0525 ext. 2 for specifics.

2023 crop year (NAP): The Non-Insured Crop Disaster Assistance Program is available for most crops that are not available through conventional crop insurance. The deadline for beets, greens, herbs, leeks, lettuce, radicchio, radishes, scallions, shallots, and turnips is 02/01/2023; for specifics contact the office.

Conservation Reserve Program (CRP): we have continuous CRP ongoing for water resource concerns, such as filter strips, grass waterways, fencing animals out of water ways and other pasture related projects.

2023 ARC & PLC (Agriculture Risk Coverage & Price Loss Coverage) enrollment is open until 03/15/2023: ARC is an income support program that provides payment when crop revenue declines below a specified guarantee level & PLC provides income support payments when the effective price for a covered commodity falls below its effective reference price.

2023 DMC (Dairy Margin Coverage) sign up was extended until 01/31/2023; DMC offers protection to dairy producers when the difference between the all-milk price and the average feed price (the margin) falls below a certain dollar amount selected by the producer.

County Committee (COC): The next COC meeting is on Tuesday, January 24, 2023; if interested in attending the COC meeting please contact the office at 585-394-0525 ext. 2.

Farm Program Loans:

- **Farm Storage Facility Loans (FSFL):** interest rates range from 3.625% to 4.125% for terms from 3 years to 12 years; the FSFL program has a variety of loan options from bulk tanks, hay barns, grain bins/dryers, telehandlers and storage coolers just to name a few
- **Market Assistance Loans (MAL's)** are short-term commodity loans with interest rate of 5.750% for grain stored in bins.

Farm Loan: has a variety of loans available and funding is still available. Peter Stoep, Farm Loan Officer; Abbey Combs, Farm Loan Officer; and Kim Weykman, Program Technician.

Farm Record updates: please report any changes in shares of members, change in members of entities, land changes, such as purchases, new leased ground or ground no longer being leased and any banking changes.

Reminder to complete the AD-1026 form PRIOR to any clearing or tiling projects.

Please feel free to refer any inquiries on any FSA programs or what programs we have to offer by contacting our office. In addition to myself there are Program Technicians: Courtney Kautz, Alexis McDougal and Sarah Potter. The USDA Canandaigua Service Center building is open to visitors but we encourage appointments to be prepared for your visit, as your time is valuable. Please call FSA at 585-394-0525 ext. 2 to make arrangements for any FSA programs.

USDA/NRCS

Report presented by Dan Weykman

➤ **EQIP**

- Existing Contracts:
 - Landmark (as of 1/11/23): waiting for system error to be resolved so payment can be made. Syracuse State Office and/or NHQ helpdesk involved
- 2023—Officially 27 applications: Forestry, High Tunnel, Cropland (zone till & cover crops), Pollinators, Farmstead
 - High tunnels—Fast tracking with 'Act Now' program method (3 pre- approved, contract writing in progress)
 - Continuing to make field visits and develop plans for ranking.
February 17, Internal ranking deadline
- **CIC Initiative**-“bridge between EQIP & CSP”
 - Climate Friendly practices
 - Deadline to sign up 1/27/23

➤ **CSP**

- Existing: 2022 payments: ~\$45k to go out Jan 1, 2023.
- 2023: 2 applications; signup deadline January 27, 2023.

➤ **Staffing**

- Liv-Ont-Yates team unfortunately is down one staff member. Soil Con moved on to USDA – AMS.
- **Food Security Act Determinations**
 - Ongoing. On-site wetland visits will begin again during growing season spring 2023.
 - Approx. 100 determinations completed in 2022, HEL & Wetland (including off-site, on-site, potential violations, etc.)

****Reminder—AD-1026 to be completed for cropland activities (tiling, clearing) with f for NRCS assessment.**

CORRESPONDENCE

Correspondence was going around the room.

GENERAL BUSINESS

Megan Webster, District Manager Report

Annual Reports

Megan shared that she and Diana are working on the annual reports required by the State. Megan also shared that the staff is compiling the data for the District's Annual Report for our Winter Newsletter. Alaina is returning to work on Tuesday, January 17th and will be working on publishing the newsletter by the end of the month.

NYS DEC General Permit

Megan received an update from the Region 8 Permit Representative. The District's General Permit is expected to be released within the next week. The DEC Representative stated that there will be one change that reflects an added condition that we comply with statutory requirements under the Community Risk and Resiliency Act (CRRA) for bridge and culvert replacement.

Grants & Projects Updates

GLC Cover Crops

Tucker has finalized the numbers and we are ready to pay the following farms: Blowers, Fox, Minns, Lawnhurst, and Reed). The contracted cost share rate is \$54.00 per acre with a 75%/25% split (\$40.50 Grant funds / \$13.50 Landowner funds). This is a reimbursable grant in conjunction with Yates County. We will pay the farms and invoice Yates County SWCD for reimbursement.

Motion to approve payment of the contracted grant amount for the approved acreage to the following farms: Blowers, Fox, Minns, Lawnhurst, and Reed.

Motion made by Mark Venuti, seconded by Ken Livermore.

All in favor, motion approved.

Resolution #20230112-04

AgNPS Round 25

The manure storage project is complete at Will-O-Crest Farms. This grant includes two parts, the waste storage and a waste transfer system. At this time, we will pay out on the storage portion. The

transfer system is still pending as the farm works on location of the transfer components. Megan stated that we would like to request an extension because the current contract end date is 2/20/2023.

Motion to approve payment of the contracted grant amount not to exceed \$250,000.00 for the manure storage at Will-O-Crest Farms and to request a one-year extension on this grant for the manure transfer system at Will-O-Crest Farms.

Motion made by Amanda Amadon, seconded by Jim Malyj.

All in favor, motion approved.

Resolution #20230112-05

AgNPS Round 28

We are still waiting on the contract for this grant.

Tucker and Megan met with Minns Farm and their project engineer for a preconstruction meeting. Work on this waste storage system project is anticipated to start in fall 2023 or spring 2024 depending on weather and contractor availability.

The preconstruction meeting and planning are complete for the barnyard improvement project at Tamberlane Farm. The work is expected to start in spring 2023 (weather and contractor dependent).

AgNPS Round 29

The Request for Proposals has not been released yet. It is expected soon and the District is considering multiple projects for submission.

CRF Round 6

Megan and Tucker met with EL-VI Farms and their project engineer for a preconstruction meeting regarding this Cover and Flare System project. Construction is expected to start in spring or summer 2023 depending on the weather and contractor availability.

CRF Round 7

The Request for Proposals has not been released yet. We have been told that this Round will include requests for Manure Efficiency and Transfer projects including under road transfer systems and digesters all in preparation for more Cover and Flare systems. Tucker and Megan are meeting with farms to determine interest and plan projects. There are farms in the Hopewell area that are interested in a regional digester and may have interest in projects that involve manure transfer.

Tucker is also reviewing several Federal grants that will help us maximize AEM time and assist farms with projects that do not fit well in the State grant offerings.

FOLLOWUP

Megan reported that the project on Whitney Road is completed.

Motion to approve payment to Hemdale Farms for the Water and Sediment Control Basin project on Whitney Road.

Motion made by Jim Malyj, seconded by Mark Venuti.

All in favor, motion approved.

Resolution #20230112-06

AEM Year 17

The remaining Year 17 Implementation project is the barnyard improvement project at the Finger Lakes Livestock Exchange. This work is planned for later this year. Staff are working on planning projects for the next two-year cycle.

WQIP Round 18

We are still waiting to hear on the application that was submitted for this round.

Village of Naples EBP (Environmental Benefits Project)

NYS DEC central office has approved the EBP. The \$10,000 will be used for HWA treatment at Grimes Glen in the spring.

Megan reported that with the addition of the EBP funds for HWA treatment, we no longer need the FLOWPA funds that were committed to HWA treatment. She is working with the County to amend the planned FLOWPA projects to include the roadside stabilization work needed in the Town of Richmond. The Town has already committed to doing the work.

Ontario County Tire Recycling

The County has asked us to participate in the Residential Tire Recycling Program again this year. Megan submitted a draft budget and the County is working to secure locations.

Training

Required Board training is scheduled for the February meeting. This year's topic will be District Law which is required every three years for all Directors. Directors that are unable to attend the meeting in February will be provided with an online version of the training that they will need to view and report back to Megan when they have completed. Directors also need to have annual Sexual Harassment Prevention Training. Megan sent links to State videos for this purpose.

Approvals

Approval to order and purchase a replacement vehicle for the 2019 Dodge Ram truck.

Motion made by Ken Livermore, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20230112-07

Approval to purchase staff 2023 logo wear per the budget.

Motion made by Ken Livermore, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20230112-08

Approval to purchase required computer and software upgrades including but not limited to HydroCAD, Cropware, QuickBooks, Adobe and/or Microsoft Office.

Motion made by Ed Jackson, seconded by Ken Livermore.

All in favor, motion approved.

Resolution #20230112-09

Approval to register for and attend NYSCDEA and State sponsored trainings such as Water Quality Symposium, Conservations Skills Workshops, Admin Conference, and Managers and Clerks meetings including any related expenses.

Motion made by Jim Malyj, seconded by Rich Russell.

All in favor, motion approved.

Resolution #20230112-10

Approval to attend the Soil and Water Conservation Society meeting on January 24th.

Motion made by Jim Malyj, seconded by Ken Livermore.

All in favor, motion approved.

Resolution #20230112-11

Approval to purchase renewals for staff certifications including but not limited to CPESC, NYSESCCP, CCA, and Notary.

Motion made by Ken Livermore, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20230112-12

Approval for Megan and any Directors to attend 2023 Legislative Day and any related expenses.

Motion made by Ken Livermore, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20230112-13

ADJOURNMENT

Motion to adjourn at 2:27pm.

Motion made by Ed Jackson, seconded by Rich Russell.

All in favor, motion approved.

Resolution #20230112-14

Diana Thorn, Secretary/Treasurer to the Board

Ontario County Soil and Water Conservation District

2023 DIRECTORS

Director	Address	Office	Phone Numbers		Email Address	Term Exp.
*County Legislators appointed annually by Board of Supervisors						
Sam Casella Practical Farmer Chairman	4044 Woolhouse Road		Home:	(585)-394-9359	sjcasellajr@frontiernet.net	Dec 22
	Canandaigua, NY 14424		Cell	(585)-490-2833		
Rich Russell County Supervisor	251 Prospect Street				Rich.Russell@co.ontario.ny.us	Dec 22
	Canandaigua, NY 14424		Cell:	(585)-721-4698		
Mark Venuti County Supervisor	329 White Springs Road		Office	(315)-789-4549	supervisor@townofgeneva.com	Dec 22
	Geneva, NY 14456		Geneva TH	315-789-3922		
			Cell	315-759-0122		
Jim Malyj Farm Bureau Rep Vice-Charman	2780 Jones Road		Cell:	(315) 945-2046	malyj87@gmail.com	Dec 22
	Geneva, NY 14456					
Edward Jackson At Large	5036 County Road 36	n/a	Home:	(585) 229-1090	jacksone@rochester.rr.com	Dec 22
	Honeoye NY 14471		Work:	n/a		
			Cell:	(585) 732-1271		
Amanda Amadon Practical Farmer	1700 County Road 43			585-797-3421	aabutton@buffalo.edu	Dec 22
	Clifton Springs, NY 14432					
Kenneth Livermore Grange	4442 Preemption Road		Home	(315) 789-6499	plummanken@gmail.com	Dec 22
	Geneva NY 14456		Cell	(315) 945-1510		
FSA - CED Joann Rogers	3037 County RD 10				joann.rogers@ny.usda.gov	
	Canandaigua NY 14424			(585) 394-0525 x 2		
NRCS - DC Dan Weykman	3037 County RD 10				dan.weykman@usda.gov	
	Canandaigua NY 14424		Office	(585) 412-5584		
			Cell	(585) 831-6763		

Ontario County Soil and Water Conservation District

2023 Board Meeting Schedule

Thursday January 12, 2023 1:00-3:00 PM

Wednesday February 15, 2023 4:30-6:30 PM

Wednesday March 22, 2023 4:30-6:30 PM

Wednesday April 19, 2023 4:30-6:30 PM

Wednesday May 17, 2023 4:30-6:30 PM

Wednesday June 21, 2023 4:30-6:30 PM

Wednesday July 19, 2023 4:30-6:30 PM

Wednesday August 16, 2023 4:30-6:30 PM

Wednesday September 20, 2023 4:30-6:30 PM

Wednesday October 25, 2023 4:30-6:30 PM

Wednesday November 15, 2023 4:30-6:30 PM

Wednesday December 20, 2023 4:30-6:30 PM

Board Committee Structure 2023

Sam Casella *Chairperson*

Annual Planning

Jim Malyj
Rich Russell

Audit

Ken Livermore
Mark Venuti
Rich Russell

Budget

Ken Livermore
Mark Venuti
Rich Russell

Personnel

Rich Russell
Ed Jackson

Policy

Amanda Amadon
Ed Jackson