

DRAFT

St. Lawrence County Soil and Water Conservation District
1942 Old DeKalb Road, Canton, NY 13617
BOARD OF DIRECTORS MEETING MINUTES
For October 19th, 2023

Board Members Present: Robert Andrews, Jr. (Chairperson), Adam Cook (Vice-Chair), Becky Allen (Treasurer), John Burke, Kaitlyn Kulp, and Patrick Smith

Board Members Excused: Margaret Haggard

Staff Present: Cayce Salvino (Manager), Heidi Knafelc (Technician), Jevonnah Foster (Technician) Aaron Barrigar (Forester), and Melissa Woods (Secretary/Assistant Treasurer)

- I. **Call to Order** at 3:30pm
- II. **Agenda** (Attachment A)
- III. **Introduction**
- IV. **Minutes of the Previous Meeting(s):** *Motion to approve the September 21, 2023, minutes, made by Cook, seconded by Allen approved by all*
- V. **Treasurer's Reports:** presented by Cayce Salvino/Melissa Woods
Motion to approve all financial reports in the September 2023 folder, made by Cook, seconded by Kulp approved by all
- VI. **Reports**
 - A. **Board of Legislators** –John Burke
 1. Ruth will be presenting the budget on October 30th to the finance committee. Noted there will be a lot of competition for money next year for the state budget.
 - B. **Ag and Farmland Protection Board** – Bob Andrews
 1. Discussed proposed solar projects.
 2. Discussion about the St. Lawrence County resolution on solar projects (132-2020). There is a line about seeking advice from the soil and water conservation district.
 3. Discussion about consultation to land owners who have been approached by solar companies. What should SWCD role be? Come up with some kind of clearing house or collection of resources to help people make more informed decisions.

Motion to investigate an information sheet for Solar, made by Cook, seconded by Burke approved by all
- VII. **SWCD Reports:**
 - A. **Technician** - Heidi Knafalc
 1. Silvo-pasture training was great and learned a lot. Bio-Char can be profitable if done correctly. Also learned about tree cultivation.
 2. Been working on AEM forestry stand maps and inventory.
 3. Working on Ag Values
 4. Done some training on Surveying from Ryan Cunningham.
 - B. **Forester Report-** Aaron Barrigar
 1. Also attended Silvo-pasture training.
 2. Working on contract for Parcel 21 Precommercial treatment.
 3. Outreach event doing trail work and trash pick-up on Parcel 8.
 4. Working on Urban Forestry class at WQS-help get info together for class
 5. Also doing landowner assistance and site visits.

C. Technician Report- Jevonnah Foster

1. Cover Crops work went really well, completed about 300 acres. All producers have cover crops planted.
 - a. ***Motion** to complete payments on part c cover crop contracts up to \$19,500 and transfer funds from Money Market account to make those payments made by Cook, second by Allen, **approved by all***
2. AEM work - CNMPs revisions completed and sent on 10/19/23, finishing AEM round 17.
 - a. ***Motion** to reimburse Fonda \$12,320 for cover crops, Huntley up to \$17,257 for laneway, and \$943.50 for soil sampling and transfer funds from AEM account to checking account to make those payments made by Allen, second by Smith, **approved by all***
3. Field visits to work on planning.
4. Survey training with Ryan as well. Laser level will help.
5. Can add forestry plans and double what we asked for last year, need a dozen farmers for the forestry part.
6. Haven't heard back on CRF grant yet.
7. Debrief on our AgNPS grants, they were very well written but just a lot of applications with more points going to drinking water source areas.
8. AEM will be every 2 years.
9. Completed annual action plan for AEM round 18.
 - a. ***Motion** to approve the AEM Round 18 two-year plan made by Allen, second by Cook, **approved by all***
 - b. ***Motion** to approve the resolution approving participation in the AEM base program for round 18 and to send it to NYS made by Cook, second by Kulp, **approved by all***
 - c. ***Motion** to approve opening a separate grant bank account for AEM round 18 using a transfer of \$1000 from Money Market account, when the contract with NYS is signed and to then transfer the \$1000 plus interest bank into Money Market account when the round 18 funds are received made by Burke, second by Smith, **approved by all***

D. Secretary/Assistant Treasurer's Report – Cayce Salvino/Melissa Woods

1. ***Motion** to allow Salvino to transfer up to \$30,000 from Money Market Saving account to the Checking account to pay for November expenses, made by Allen, seconded by Kulp **approved by all.***
2. ***Motion** to open new checking account for CRF round 6 contract, made by Cook, seconded by Allen **approved by all.***
3. ***Motion** to open new NY CLASS account for our Reserve Money Market funds and to transfer as needed to maintain a \$50,000 balance within CBNA Money Market account, made by Allen, seconded by Cook **approved by all.***
4. ***Motion** to approve payment of \$775 to the National Association of Conservation Districts (NACD), \$30 to the NY Grange, and \$110 to the NY Farm Bureau for 2024 memberships, made by Burke, seconded by Smith **approved by all.***

E. Manager Report- Cayce Salvino

1. Attended the Day at the Farm Event and did an erosion experiment with the kids which was a great outreach, adults also liked the demonstration.
2. Annual Plan of Work is done and ready to approve.
 - a. ***Motion** to accept annual Plan of Work for 2024 and send to NYS made by Burke, second by Cook, **approved by all***
3. Part B project this year will be 4 private forest management plans (not farmers).
 - a. ***Motion** to approve part B project for Forest Management Plan made by Smith, second by Allen, **approved by all***

4. EQIP deadline is due Nov. 3, working with 8 to 10 people applicants. Some High-Tunnels, some delayed mowing. CCE may be requesting to replace their high tunnel.
5. New NRCS agreement is in place will use some of my time to help train the new hire. Working to close out the old agreement.
6. Attended the CART meeting, they will do another on-boarding training.

VIII. Old and New Business

1. Discussion on Gebarten Acres is having a presentation on Methane Digester facilities for the fire departments. The people building these facilities will be the ones giving the presentation.
2. Milfoil in lakes around SLC. Andrews thinks SWCD should be more involved in the distribution of information on milfoil and water chestnut invasive species. Discussions about what a budget would like to get SWCD more involved whether it be hiring someone or just getting information together. Andrews would like to do some research done first and then see what more we can do down the road depending on funding. Consensus for Foster/SWCD to do research and create an information sheet on aquatic invasive species.
3. Discussion of the laser level and what will be beneficial for Foster.
 - a. **Motion to approve Foster to buy a laser level up to \$2000 made by Cook, second by Allen, approved by all**
4. Allen is very pleased/impressed with how well our staff is working and coming together moving through a difficult time. With two new people coming on board and being so up to speed this quickly.
5. Discussion on providing a class/training or do web class for farmers on websites and ways to find soil maps and web soil survey. Maybe do another class on the weed identification website as well.

Cook left at 4:46pm

6. Discussion on doing more outreach with the programs we offer. Look to other districts to see what they are doing.
7. SLC Ag Team will expire at end of January.
8. Andrews, Salvino, and Knafelc will be attending Farm Bureau dinner on 10/24/23.
9. Discussion on the Boards Roles and Responsibilities to make sure we are following the guidelines and by-laws. Salvino/Woods will find and email to the board members. The members will review them and bring them up to date.
10. Next meeting will finalize everything for the year. Our first meeting for 2024 will tentatively be January 25th.

IX. Correspondence: Mail was available for the Board’s review.

X. Announcements: None

XI. Next Meeting: November 16th, 2023 at 3:30pm

XII. Meeting Adjourned: *Motion to adjourn at 4:59 p.m.* made by Smith seconded by Burke approved by all.

Robert Andrews, Jr., Chairperson

Date

Melissa Woods, Secretary/Assistant Treasurer

Date

Attachments: A

These minutes have not been approved by the SLC SWCD Board of Directors