DRAFT

St. Lawrence County Soil and Water Conservation District
1942 Old DeKalb Road, Canton, NY 13617
BOARD OF DIRECTORS MEETING MINUTES
For October 22nd, 2026, at 4:30 pm

Board Members Present: Robert Andrews, Jr. (Chairperson), Adam Cook (Vice-Chair), Patrick Smith (Treasurer), Jackie teRiele and Anthony Levato

Excused Board Members: John Burke, Ross Kostin

Staff Present: Alivia Bleau (Manager), Melissa Woods (Secretary/Assistant Treasurer), Allycia Foote (Technician), Heidi Knafelc (Technician), Aaron Barrigar (Forester)

I. Call to Order: at 4:38 pm

II. Agenda (Attachment A)

III. Minutes of the Previous Meeting: ***Motion to approve the September 17, 2026 minutes,*** **made by Cook, seconded by teRiele, approved by all.**

IV. Reports

A. Board of Legislators –Anthony Levato

1. Levato stated the BOL have received a lot of comments on the Amish Buggy accident on County Route 25, they are adding signs that tell you what speed you are traveling and increasing police patrol in that area.
2. BOL passed a resolution to increase the Bed Tax Rate from 3% to 5%, which puts SLC more in line with surrounding counties.
3. BOL passed a resolution to ask the federal government to stop the delay on SNAP, and also to NYS to not hold the counties liable and not pass that cost onto the counties.

B. Ag and Farmland Protection Board – Bob Andrews

1. Andrews stated the main topic of discussion at their meeting was the Rich Road Solar Facility and the project will begin in 2027 and finish in 2029. New York Power Authority (NYPA) has taken on 51% of the cost of building this facility. SLC fire departments are fighting back against the battery storage because they are not trained or equipped to fight a fire if one were to happen.
2. SLC Planning has talked with NYPA about the Twin Rivers Solar Facility and they are not willing to be involved in that project, so this may not come to fruition.
3. AFPB decided not to do a complete restructure to the SLC farm plan, they will do some updating.

V. SWCD Reports:

A. Treasurer's Reports: Melissa Woods

1. Woods did her normal monthly procedures, participated in a team meeting, sent quarterly paperwork to county, submitted our 4th quarter forestry appropriation invoice to the county, worked on annual plan of work and manager evaluation, dealt with phone issues and help build guidance documents for grant administration.
2. Consensus of the BOD to not pay NACD dues this year.
3. ***Motion to allow Woods to transfer up to $40,000 from Money Market Savings account to the checking account to pay for November expenses,*** **made by Cook, seconded by Levato, approved by all.**
4. ***Motion to pay grange dues at $30.00,*** **made by teRiele, seconded by Cook, approved by all.**

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5. ***Motion to allow Woods to attend Admin Conference November 16th and 17th,*** **made by Smith, seconded by teRiele, approved by all.**
6. ***Motion to open 2 bank accounts for CRF Round 9, one for Adon Farms and one for Twin Mills Farms,*** **made by Smith, seconded by Levato, approved by all.**
7. ***Motion to allow Bleau to attend the Managers meeting November 4th and 5th,*** **made by Cook, seconded by Levato, approved by all.**
8. ***Motion to accept the reserve bid of at least $30,000 for the White F-150 once posted on Auctions International,*** **made by Cook, seconded by teRiele, approved by all.**

Motion to approve the September 2026 Treasurers Report, **made by Smith, seconded by Levato, approved by all.**

B. Technician Report- Allycia Foote

1. Foote has continued working on AEM Round 19, doing site visits, and is working on 3 grazing plans, and 3 farmstead plans.
2. Foote has been doing a lot of soil sampling and outreach events. She attended the Certified Conservation Planner training, Conservation Skills training, and has Farmstead Planning training coming up next week. She also sent out the Newsletter and had a grant organizational meeting.
3. Foote stated all AEM Tier 4 farms have signed their contracts. ***Motion to sign Resolution 2026-3 for AEM Tier 4 Cover Crops for B&N Dairy, LLC; Twin Cedar Farms; and Dalton Farms, LLC,*** **made by Cook, seconded by Smith, approved by all.**
4. Discussion on Cover Crops and geese issue with a couple farms, BOD came to the consensus to still pay the farms. ***Motion to pay out to Cover Crop participants both Part C and AEM one fields have been checked and signed off that they are completed; Part C total is $24,996 and AEM total is $10,914 for a total of $35,910 for cover crops in 2026,*** **made by Cook, seconded by Levato, approved by all.**
5. Discussion on CRF rounds 7 and 8. ***Motion to pay Ortman Dairy, LLC for CRF Round 8 Cover Crops for $7,270.00,*** **made by Smith, seconded by teRiele, approved by all.**
6. ***Motion to pay Keystone Dairy for CRF Round 7 Cover Crops for $9,593.76,*** **made by Smith, seconded by Cook, approved by all.**

Smith stepped out at 5:08 pm and recuses himself from the discussion and vote due to participating in CRF Round 10 program.

7. Discussion on CRF Round 10, Foote has 3 or 4 participants which are all applying for Cover crops and 1 will be applying for irrigation management and will be put into one application. ***Motion to sign Resolution 2026-2 to participate in CRF Round 10,*** **made by Cook, seconded by Levato, approved by all.** There was no opposition.

Smith re-entered at 5:10 pm

8. Foote has also been working with different partnerships: workshop planning meeting with CCE, another workshop planning meeting with Franklin County SWCD, and met with Max Gruber the internship coordinator with SUNY Potsdam.

C. Forester's Report- Aaron Barrigar

1. Barrigar continues to work on Part B Forest Management Plans, the Tapping into your lands potential program with TNC, working with the Village of Canton on a tree planting plan, doing landowner assistance and site visits.
2. Barrigar attended Conservation Skills training.

3. Discussion on Part B project for 2027. ***Motion to approve Part B request for a pollinator garden in Potsdam's Cubley Park and planting trees at SUNY Potsdam's Leman Park,*** **made by Levato, seconded by teRiele, approved by all.**
4. Discussion on TNC project and payments. ***Motion to pay 2 landowners through TNC Contract once we receive payment from TNC, one for $442.40 and one for $900.60 for a total of $1,343.00,*** **made by Cook, seconded by Levato, approved by all.**

Cook stepped out at 5:17 pm due to participating in the program

5. Discussion on buying paint for EQIP project. ***Motion to buy paint for EQIP marking up to $600.00,*** **made by teRiele, seconded by Levato, approved by all.**

Cook returned at 5:19 pm

D. Technician Report- Heidi Knafelc

1. Knafelc attended Arnot Forest Training for Pesticide credits, also attended Conservation Skills training, and the local governance conference.
2. Knafelc completed 5 Ag Values, and worked on 5 inventories, 4 prescriptions and descriptions, and 3 data entries for Forest Management Plans.

E. Manager Report- Alivia Bleau

1. Bleau has been working on the Annual Plan of Work, Part B request forms, stream smart training plan, state Envirothon planning, taught an outreach event at Trout and Heron School, and worked on the DEC/ACE project application process.
2. Bleau attended Conservation Skills training, SLELO education and outreach committee meeting, and local governance conference.

VI. Old Business:

A. Discussion on the step system for raises for staff, staff would like to see a base line of at least 3% COL increase every year for 3 years to then be revisited. Consensus of the BOD to discuss in further for the November meeting with hopes to come to a conclusion on how to do raises going forward.

B. Discussion on Vacation Buy-Back program. BOD is ready for Bleau to send the policy to Button the county attorney for a final look over with final approval planned for the January 2027 organizational meeting.

C. Discussion on what our intern has been doing and what she could possibly do to stay on staff until January. She has been doing a lot of social media posting and boosting our online presence, working on CUAs and NRCS has asked that if she stays on that she start on next years WRP work.

Cook left at 5:44 pm

Motion to keep Card on as WRP intern through the January 2027 meeting, **made by Smith, seconded by Levato, approved by all.**

D. Discussion on pesticide applicator license and how Knafelc can use it until she becomes a certified applicator. ***Motion to pay for applicator business registration for $900.00,*** **made by Smith, seconded by teRiele, approve by all.**

Motion to pay for Knafelc's applicator license for $450.00, **made by teRiele, seconded by Smith, approved by all.**

VII. New Business:

A. Discussion on the Annual Plan of Work. ***Motion to approve Annual Plan of Work and for Bleau to submit to SWCC,*** **made by Levato, seconded by Smith, approved by all.**

B. Discussion on family health insurance. At this time it's just not financially smart for the district to take on more of the cost of a family plan. Levato stated to look into a Flexible Spending Account.

Motion to enter executive session at 6:00 pm under section 105 1f of open's meeting law, made by Levato, seconded by teRiele, approved by all.

Exited executive session at 6:23pm

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

IX. Announcements: None

X. Next Meeting: November 19th, 2026 4:30 p.m.

XI. Meeting Adjourned: ***Motion to adjourn at 6:24 p.m.*****, made by teRiele, seconded by Smith, approved by all.**

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Robert Andrews, Jr., Chairperson Date

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Melissa Woods, Secretary/Assistant Treasurer Date