



Cortland County Soil and Water Conservation District

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www.cortlandswcd.org

SWCD...established to promote the conservation and wise use of our county's natural resources

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, September 13, 2023

ATTENDING: Eugene Wright, Chair
James Murphy, Treasurer
Tracey Evanick, Vice-Chair
Amanda Barber, Manager
Melissa Rutter, Fiscal Officer

Linda Jones, Director
Beau Harbin, Excused
Emily Olsenwik, Secretary
Erin Kurtz, NRCS
Kim Cameron

A. MEETING WAS CALLED TO ORDER by Chairman Wright- 1:02 p.m.

B. REVIEW OF MINUTES:

Motion by Murphy to approve the minutes of the regular board meeting held on August 8, 2023 as written. Seconded and carried 4-0.

C. FINANCIAL REPORTS: Including income and expenses for August. Presented for payment Abstract 8-23 for Vouchers 162-23 to 188-23.

Motion by Murphy to accept the August 2023 financial reports and approve the payment of bills presented on Abstract 8-23 in the amount of \$131,837.04. Seconded and carried 4-0.

D. REPORTS:

- 1. NRCS-** Erin Kurtz reported that they had a good turnout for the Local Working Group meeting last month. The agency is slated to receive \$2 million in funding which they hope to allocate toward hiring upwards of 50 employees. Currently they're experimenting with different hiring platforms in an attempt to attract a broader canvas of people. Emma Beavers has been hired as a soil conservationist.
- 2. SWCD-** Report was presented by Barber and is appended to minutes. Barber mentioned there is funding available from CDEA to sponsor statewide training to allow up to 15 members to attend free of charge.
- 3. SLWAP –** No report submitted.
- 4. SWCC-** Next meeting to be held on Tuesday, September 19th at 10:00am.

E. CORRESPONDENCE:

- 1.** Administrative Conference- *Save the Date!*
- 2.** AEM Base Program- Summary of changes within program
- 3.** NYSDAM- Request for Part B
- 4.** SPDES- Summary of Permit changes
- 5.** Annual Report- ready for distribution to Legislators

F. OLD BUSINESS:

1. **NYACD Annual Meeting-** Barber asked for volunteers to attend the meeting on October 24-26th. A requirement to be eligible for the Performance Measures funding is for at least three members to attend a meeting. We need a board member other than Jim Murphy and Tracey Evanick to attend a meeting. The NYACD meeting would meet the criteria.

Motion by Murphy to register Gene Wright and Amanda Barber to attend the NYACD Annual Meeting on October 25th in Penn Yan, New York. Murphy will be an alternate if needed. Seconded and carried 4-0.

2. **Little York Lake Protection and Rehabilitation District (LYLPRD) Update-** Lake Management plan audit was budgeted for five thousand dollars but the quotes came back at \$9,200 and \$25,000. Barber wants to meet with respondents to see if there was a miscommunication or if a revision of the RFQ and re-advertisement could secure more reasonable quotes. There may also be funding available for a more robust planning effort. Barber would like to do more research before the board makes a final decision. If prices were accurate, there may be a need to apply for a grant to get more funding.

3. **Performance Measures-Board Training/Other-** Barber reviewed board criteria to qualify for Performance Measures Funding. There must be at least eight board meetings held annually. Board members must attend at least one training; an example being Access to Records. The Annual Audit needs to be completed. At least three directors need to attend at least one meeting such as the following: NYSFOLA, USDA Regional Meeting and/or CDEA Meetings.

3. **Personnel/ Staffing Update-** Barber would like to appoint Melissa Rutter as the permanent Fiscal Officer. Barber reported that getting an engineer on staff looks promising with possible funding being available to help offset the cost. Barber also mentioned that she feels getting a forester on staff would be beneficial and would qualify for funding as well.

Motion by Murphy to approve the appointment of Melissa Rutter to the position of permanent Fiscal Officer. Seconded and carried 4-0.

4. **SWCD Budget 2024-** While the increase in budget wasn't significant, the county's deficit jeopardizes the potential of an approved increase in funding. A suggestion was made to have landowners speak on SWCD's behalf in support of the funding.

G. NEW BUSINESS:

1. **USC MOU Signature-**

Motion by Murphy to authorize SWCD chair to sign USC MOU. Seconded and carried 4-0.

2. **USC Agreements-** Buffer implementation Arnold and engineering services.

Motion by Evanick to approve Arnold buffer implementation contract for \$16,837 for the period of September 1, 2023 until November 30, 2023. Seconded and carried 4-0.

Motion by Jones to approve the agreement with Tioga County for engineering services. Seconded and carried 4-0.

3. **Annual Work Plan and Part B Discussions-** Annual Work Plan review and updates need to be completed in October and the 2024 Work Plan approved and submitted by November 1 to be eligible for coverage by state. Barber plans to provide a draft at the next meeting. Part B Special Project ideas were discussed. Barber emphasized that whatever project is chosen must be measurable and implementation based in order to be eligible for funding.

- H. **LANDOWNER SUBCONTRACT REVIEW-** Staff is moving ahead with VanPatten's leachate collection project. The intent is to use \$50k of AEM Base funding and additional funds from USC, although no contract with USC has been produced as of time of meeting. Total amount required is \$64,875 with funds not to exceed 75% of the total cost.

Motion by Murphy approving Barber to sign the Landowner subcontract with VanPatten in an amount not to exceed \$64,875 for the purpose of a silage leachate collection and treatment project with work to be performed August 31, 2023 to November 15, 2023. Seconded and carried 4-0.

- I. **NEXT MEETING:** October 10, 2023, 1:00 pm.
- J. **ADJOURNED at 2:29pm.**

Eugene E. Wright, Chairman of Board