



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, April 8, 2025

ATTENDING: Linda Jones, Chair
William McGovern, Vice-Chair
Tracey Evanick, Treasurer
John Phelps, Director
Jeremy Boylan, Director
Amanda Barber, District Manager
Melissa Rutter, Fiscal Officer
Stacy Russell, NRPS
Shawn Murphy, NRC
Russell Smith, NRC

A. MEETING WAS CALLED TO ORDER by Chair Jones – 1:04 p.m.

B. REVIEW OF MINUTES:

Motion by Boylan to approve the minutes of the regular board meeting held on March 17, 2025 as written. Seconded and carried 3-0.

****Phelps entered the meeting at 1:06 pm. ****

C. FINANCIAL REPORTS: Including income and expenses for March. Presented for payment Abstract 03-25 for Vouchers 37-25 to 53-25.

Motion by McGovern to accept the March 2025 financial reports and approve the payment of bills presented on Abstract 03-25 in the amount of \$66,452.36. Seconded and carried 4-0.

D. REPORTS:

- 1. SWCD-** Report was presented by Barber. Copy was distributed and is appended to minutes.
- 2. SLWAP –** No report submitted.
- 3. NRCS-** No report submitted.
- 4. NYACD –** Report was distributed and is appended to minutes.
- 5. SWCC –** April 2025 report was distributed and appended to minutes.

**** Evanick entered the meeting at 1:18 pm. ****

- 6. Board Member Reports –** Jones and Boylan attended the NYACD meeting on 3/24/25 via Zoom. Jones relayed that the next meeting is 4/23/25. Discussion topics were regarding the lobbyist and potential NYSLRS tier changes. Boylan will invite Brian Danforth, the District's NYACD Division representative, to the next Board meeting.
- 7. Staff Reports –** Russell delivered a presentation about the District's stream restoration projects. She included Holler Rd, Brown, Brackel Creek, Parker, Irish Hill Rd., W. Scott Rd., and Fish Hill Rd. She explained the different methods by which the streams were (or will be) restored and included photos of the projects. She also fielded questions from the Board regarding the projects.

8. Other Reports – None.

E. CORRESPONDENCE:

- 1. SWCD Hourly Rates** - The hourly rate recommendations for SFY 25-26 have been received.
- 2. Comp Alliance** - Member Loyalty Award check for 2024-25 policy year was received.

**** Murphy and Smith entered the meeting at 2:02 pm. ****

- 3. Tompkins Insurance Agencies** – Yearly disclosure received.
- 4. Girls’ Day Out** – Thank you card for the District’s participation in the event.
- 5. SWCC Manager’s Meeting** – Reminder email that the Regional Managers’ meeting is 6/11 at the Grange. Barber encouraged Board members to attend if possible.
- 6. USC** – Annual Report, wetland info, available BMP acres lists.

F. OLD BUSINESS:

- 1. Ullrich Barnyard Project** – Murphy updated the Board on the project status. He reported that the structural portion of the project is complete. The laneway development, fencing, and a stream crossing are awaiting completion. Two of the three contractors on this project have completed their portions and have already been paid by NRCS for the portion of the work covered by NRCS. Murphy advised the Board that the District is planning to make a partial payment on the project. The landowner has requested assignment of payment to these same two contractors, as they have fulfilled their responsibilities regarding the project. The landowner expressed concern that the new barnyard area was too small for the animals and it was discovered that there was an update to the NRCS practice standards associated with this type of barnyard which increased the recommended square footage per animal. Murphy advised that the project scope could be changed to align with the NRCS standards by installing a covered heifer barnyard adjacent to the project site. The cost estimate for this is approximately \$200,000, which is within the unallocated portion of the grant. The landowner acknowledged that it would increase their monetary contribution. Staff recommend this change and the Board will be asked to review and approve the contract modification once the estimates are finalized.

**** Murphy left the meeting at 2:25 pm. ****

- 2. Murraydale Farm** – Smith updated the Board on the project status, which was originally funded as a HUA and a manure storage and transfer system. Bids were solicited for the project, and the cost estimates greatly superseded the available funds for the project. Discussions with the landowner and members of the State Committee were had, and the consensus was to eliminate the HUA portion of the project to focus on the manure storage and transfer project. Although the barnyard will not be covered, the resource concerns will still be addressed and treated. No action is needed by the Board at this time; this is a project update only.

**** Smith left the meeting at 2:31 pm. ****

G. NEW BUSINESS:

- 1. 2024 Annual Report of the Treasurer** – Copies of the 2024 Annual Report of the Treasurer were

distributed to the Board. Report needs to be signed by the Board Treasurer for submittal to NYS OSC and SWCC.

Motion by Phelps to approve the 2024 Annual Report of the Treasurer for signature by Evanick and subsequent distribution to NYS OSC and SWCC. Seconded and carried 5-0.

2. **Landfill Data Validation-** Barber explained that there were no responses to the RFP for data validation. Further research was then conducted, which resulted in locating a consultant that submitted a quote for data validation. Barber requested approval to pay Alpha Geoscience the amount of \$1,625.00 per quarter to perform data validation for Q4 2024 and Q2 2025.

Motion by Boylan to pay Alpha Geoscience the amount of \$1,625.00 per quarter to perform data validation for Q4 2024 and Q2 2025. Seconded and carried 5-0.

3. **Landfill 2025 Contract** – Barber explained that the landfill monitoring contract expired at the end of 2024, she is currently working with Charlie Sudbrink at the County to procure a new contract, as the previous contract is not eligible for extension. Barber requests approval to sign the new contract once it is received and reviewed by the District. Barber anticipates that the contract will be \$75,000 per year.

Motion by Evanick to authorize Barber to sign the new landfill contract once it is received and reviewed. Seconded and carried 5-0.

4. **Insurance Discussion** – Barber explained that the District’s Inland Marine Pac insurance was intended to cover hand tools and other items that were not covered under the regular Inland Marine insurance. The Pac tier was increased to the Premier Pac when the District was renting the weed harvester. Barber would like approval to change the coverage back to the Primary Pac since there is no need to have the higher tier insurance at this time. Once the weed harvester is completed, that will be added under the regular Inland Marine policy.

Motion by Phelps to reduce the Inland Marine Pac insurance from Premier Pac to Primary Pac. Seconded and carried 5-0.

I. **NEXT MEETING:** May 13, 2025, 1:00 pm.

J. **ADJOURNED at 2:42 pm.**

Melissa Rutter, Board Secretary