



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, May 13, 2025

ATTENDING: Linda Jones, Chair - excused Amanda Barber, District Manager
William McGovern, Vice-Chair Melissa Rutter, Fiscal Officer
Tracey Evanick, Treasurer Russell Smith, NRC
John Phelps, Director - excused PJ Emerick, AEA, NYSDA&M
Jeremy Boylan, Director

A. MEETING WAS CALLED TO ORDER by Vice-Chair McGovern – 1:04 p.m.

B. REVIEW OF MINUTES:

Motion by Boylan to approve the minutes of the regular board meeting held on April 8, 2025 as written. Seconded and carried 3-0.

C. FINANCIAL REPORTS: Including income and expenses for April. Presented for payment Abstract 04-25 for Vouchers 54-25 to 73-25.

Motion by Evanick to accept the April 2025 financial reports and approve the payment of bills presented on Abstract 04-25 in the amount of \$271,835.59. Seconded and carried 3-0.

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** – May 2025 report was distributed and appended to minutes. Emerick spoke of the report highlights, specifically funding for CRF, AGNP and FLOWPA. Emerick highlighted upcoming meetings and invited the Board to attend as available. He asked the Board to consider volunteering for the NYS Envirothon which is being held May 28-29 at SUNY Cortland. He spoke about the upcoming NYACD training in September and reiterated NYACD's role regarding the Board.
6. **Board Member Reports** – None.
7. **Staff Reports** – Smith's report postponed until June Board meeting.
8. **Other Reports** – None.

E. CORRESPONDENCE:

1. **NYSDA&M** – Email notifying Districts the NYACD meeting attendance is now approved as a performance measure.
2. **NYSDEC** – Save the date for 2025 Resource Fair Day.

3. **Comp Alliance** – Letter advising that there are no workers comp loss control improvement recommendations for the District.
4. **Cortland Co. Planning** – County-wide Solar Conversation announcement.
5. **Cornell Waste Mgmt. Institute** – Update.
6. **NYS Environmental Facilities Corp** – Grant announcement.
7. **Cornell CALS** – Nutrient Management Spear Program information.
8. **Cortland Chamber of Commerce** – Newsletter.

F. OLD BUSINESS:

1. **Conservation Assistant Hire** – Barber reported that Emma Bland has accepted the Conservation Assistant position at a rate of \$25.1751/hr., starting June 2, 2025.

Motion by Boylan to establish Emma Bland’s hire rate as a Conservation Assistant at \$25.1751/hr. with a start date of June 2, 2025. Seconded and carried 3-0.

2. **Conservation Aide Hire** – Barber reported that Natalie Jurgielewicz and Molly Gallagher have accepted seasonal Conservation Aide positions. Jurgielewicz’s hire date is May 12, 2025 at a rate of \$20/hr., and Gallagher’s hire date is May 19, 2025 at a rate of \$19/hr. Barber requests approval to offer a third seasonal Conservation Aide position to Max Roy, start date to be determined, at a rate of \$19/hr.

Motion by Evanick to approve Barber to hire seasonal Conservation Aides at the following offer rates: Jurgielewicz \$20/hr., Gallagher \$19/hr., Roy \$19/hr. Seconded and carried 3-0.

Barber reported that, in partnership with the Skaneateles Lake Association again this year, the District plans to rehire two boat stewards on a part-time basis to conduct boat stewarding at the Skaneateles Lake boat launch in Scott. Barber requested approval to rehire Robert Deyo and Susan Hass as part-time boat stewards for Skaneateles Lake at \$18/hr. each. These positions are funded by the District’s AIS grant.

Motion by Evanick to rehire Hass and Deyo as seasonal Conservation Aides at the Skaneateles boat launch at a rate of \$18/hr. each. Seconded and carried 3-0.

G. NEW BUSINESS:

1. **CD Renewals** – Barber reported that there are two CDs up for renewal – a \$500,000 36-month term CD matures 5/16/25, and a \$100,000 12-month term CD matures 5/17/25. Barber requests approval to renew the \$500,000 CD for a 12-month term, and renew the \$100,000 CD for a 9-month term. Additionally, Barber requests approval to retain a portion of the interest earned (\$40,000) from the larger CD to be applied toward the weed harvester payment.

Motion by Boylan to renew both CDs. The \$100,000 CD will be renewed for a 9-month term. The \$500,000 CD will be renewed for a 12-month term, less \$40,000 accrued interest, which is to be retained by the District to be applied toward the weed harvester payment. Seconded and carried 3-0.

2. **Landowner Contract Review** - Barber presented and reviewed three new landowner contracts for Board approval. Contracts were: Tuning, AEM funding, contract sum up to \$75,000, not to exceed

75% of project cost; Bean, AGNP funding, contract sum up to \$148,500, not to exceed 75% of project cost; Ruschmann, AGNP funding, contract sum up to \$215,250, not to exceed 75% of project cost.

Motion by Boylan to approve Barber to sign the Tuning landowner contract – contract sum is up to \$75,000, not to exceed 75% of project cost. Seconded and carried 3-0.

Motion by Evanick to approve Barber to sign the Bean landowner contract – contract sum is up to \$145,920, not to exceed 75% of project cost. Seconded and carried 3-0.

Motion by Evanick to approve Barber to sign the Ruschmann landowner contract – contract sum is up to \$215,250, not to exceed 75% of project cost. Seconded and carried 3-0.

Barber requested a modification to the Ullrich contract to increase their contract sum to \$466,950 as discussed at the April 2025 meeting.

Motion by Evanick to approve Barber to sign the Ullrich contract modification to increase the contract sum to \$466,950. Seconded and carried 3-0.

****McGovern and Smith left the meeting at 1:35 pm. ****

- 3. Oneida Lake Watershed Project** – Barber reported that there is new funding available for invasive species, specifically in the Oneida Lake watershed to prevent the spread of water chestnut. Barber plans to have representation on the project committee and actively inform the public about this invasive species. The District has submitted a proposal to obtain some of the funding to perform education and outreach services in the Oneida Lake watershed.
- 4. SWCD/NRCS MOA** – Tabled until June meeting as a quorum will be necessary.
- 5. SWCD/NRCS Co-sponsored Projects** – Barber reported that for these projects, since the Tioga County contribution agreement with NRCS was cancelled, there is money in our grants to help pay for engineering. The landowners have been advised that they will be expected to cost-share a portion of the engineering costs as well.
- 6. State Budget** – Tabled.

H. NEXT MEETING: June 10, 2025, 1:00 pm.

I. ADJOURNED at 2:03 pm.

Melissa Rutter, Board Secretary