



Cortland County Soil and Water Conservation District

100 Grange Place, Room 202, Cortland, NY 13045

Phone: (607) 756-5991 • Fax: (607) 756-0029

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 9, 2025

ATTENDING: Linda Jones, Chair
William McGovern, Vice-Chair
John Phelps, Director
Jeremy Boylan, Director
Timothy Elliott, Director
Amanda Barber, District Manager
Melissa Rutter, Fiscal Officer
Jen Doty, Farm Services Agency

A. MEETING WAS CALLED TO ORDER by Chair Jones – 1:03 p.m.

B. REVIEW OF MINUTES:

Motion by Elliott to approve the minutes of the regular board meeting held on August 12, 2025 as written. Seconded and carried 4-0.

**** Doty entered the meeting at 1:04 p.m. ****

C. FINANCIAL REPORTS: Including income and expenses for August. Presented for payment Abstract 08-25 for Vouchers 155-25 to 173-25.

Motion by Elliott to accept the August 2025 financial reports and approve the payment of bills presented on Abstract 08-25 in the amount of \$131,048.12. Seconded and carried 4-0.

**** Phelps entered the meeting at 1:07 p.m. ****

E. REPORTS:

- 1. SWCD-** Report was presented by Barber. Copy was distributed and is appended to minutes. Barber advised the Board that one of the CDs matured on 8/17/25, and she renewed it for one year at 3.9%.
- 2. USC –** Report was distributed and is appended to minutes.
- 3. SLWAP –** No report submitted.
- 4. NRCS-** No report submitted.
- 5. NYACD –** Report was distributed and is appended to minutes.
- 6. SWCC –** September 2025 report was distributed and appended to minutes.
- 7. Board Member Reports –** Jones relayed to the Board that she attended the NYCAD meeting. The Fix Tier 6 movement, EPF funding, and NRCS staffing were among the items discussed.
- 8. Staff Reports –** None.
- 9. Other Reports –** None.

F. CORRESPONDENCE:

1. **Town of Cortlandville** – Letter advising that the Town is lead agent on the Omni Cortlandville solar project. Letter containing Planning Board resolutions in regards to the Crown City solar projects.
2. **Oneida Lake Watershed Coalition** – Invitation to participate.
3. **Stream Corridor Management Program** – Proposals are due 12/8/25.
4. **NACD/NYACD** – Request for silent auction items for conference.
5. **CDEA** – Email regarding the Fix Tier 6 movement resolution.
6. **Dept. of Ag and Markets** – Announcement of State Aid to Districts Forum 9/25/25.
7. **SWCC** – State Committee meeting is scheduled for 9/16/25.
8. **Dept. of Ag and Markets** – Email announcing release of the CRF Round 9 RFP.

G. OLD BUSINESS:

1. **LYLPRD Update** – Barber reported that the 2026 LYLPRD budget request has been submitted to the county. A meeting was held between the LYLPRD and the SWCD to review the 2025 weed harvesting program. Representatives from the SWCD will be attending and tabling at the NYSFOLA conference this Friday. Sediment traps have been redeployed.
2. **2026 Budget Update** – Jones and McGovern reported that there is no status update on the county budget. They expect discussions to continue at the County Finance & Administration Committee meeting later this month.

- H. FSA CONTRACTS:** Doty explained that SWCD signatures are required for the FSA conservation plan contracts per the USDA/FSA policies and regulations. She proceeded to review the two contracts that need to be signed. The contracts are: Burrows Rocky Acre Farm (grassland rotational grazing - reenrollment) and Sprouse (riparian forest buffer –reenrollment).

Motion by McGovern to sign the two USDA/FSA contracts (Burrows Rocky Acre Farm, Sprouse) as presented. Seconded and carried 5-0.

**** Doty left the meeting at 2:02 p.m. ****

I. NEW BUSINESS:

1. **Administrative Conference** – Barber requested approval for Melissa Rutter to attend the NYSCDEA Administrative Conference.

Motion by Phelps to authorize Melissa Rutter to attend the NYSCDEA Administrative Conference being held October 28-29, 2025 at a cost of \$150. Seconded and carried 5-0.

2. **NYACD Resolutions** – Barber distributed copies of three resolutions that will be presented for discussion and voting at the NYACD Annual Meeting on September 23, 2025.

Cattaraugus County and Broome County have submitted similar resolutions resolving that the NYACD and NYSCDEA promote and support efforts to reform the NYSLRS Tier 6 parameters to more closely align with the Tier 4 parameters.

Motion by Phelps to authorize Jones, at the NYACD annual meeting, to support, as presented, the

resolutions from Broome and Cattaraugus Counties regarding reforming the NYSLRS Tier 6 parameters. Seconded and carried 5-0.

Chenango County has submitted a resolution resolving that NYACD representatives shall prioritize advocacy efforts for SWCDs, coordinating the efforts with the NYSCDEA and reporting on advocacy activities.

Motion by McGovern to authorize Jones, at the NYACD annual meeting, to support, as presented, the resolution from Chenango County regarding NYACD’s prioritizing of advocacy efforts for SWCDs. Seconded and carried 5-0.

Motion by Boylan to delegate Jones as the District’s voting representative at the 2025 NYACD Annual Meeting, and to name Elliott as the backup voting delegate in the event that Jones becomes unable to attend the meeting. Seconded and carried 5-0.

3. **NYACD By-Laws Update** – Barber distributed copies of proposed changes to the NYACD By-Laws that will be presented for discussion and voting at the NYACD Annual Meeting on September 23, 2025. After discussion, it was the consensus of the Board to authorize Jones, at the NYACD annual meeting, to comment on and vote in favor of the proposed changes to the NYACD by-laws as presented. The Board did have reservations regarding the ambiguity of the changes in Section 3 of the by-laws: “Division Director Vacancy”.
4. **2026 Part B Project** – Barber requested approval to resubmit the Dwyer Park vegetated wall system streambank stabilization project as the 2026 Part B project.

Motion by Boylan to authorize Barber to submit the Dwyer Park streambank stabilization project as the 2026 Part B project. Seconded and carried 5-0.

5. **AGNP Media Event** – Barber advised the Board that there is a scheduled media event being held at the Van Patten farm on September 29, 2025 at 11 a.m., regarding the statewide AGNP grants. Barber solicited suggestions from the Board for potential invitees to the event. Discussion followed.
6. **Subcontract Approvals – Murraydale Farm, Town of Freetown**

Motion by Boylan to approve the Murraydale Farm manure storage facility project contract in the amount of \$82,799.40. Seconded and carried 5-0.

Motion by McGovern to approve the Town of Freetown salt storage project contract in the amount of \$170,000. Seconded and carried 5-0.

J. NEXT MEETING: October 14, 2025, 1:00 pm.

K. ADJOURNED at 2:56 pm.

Melissa Rutter, Board Secretary