

Otsego County Soil & Water Conservation District

967 Co Hwy 33, Cooperstown NY 13326

(607) 547-8337 ext 4

Thursday February 20, 2020 @ 10:00 a.m.

- I. Call to Order
- II. Approval of October & November Minutes
- III. January Treasurer's Report & Paid Bills– Action

IV. DISTRICT REPORTS

District Secretary/Assistant Treasurer

- A. Update Office Activities
- B. Procurement & Investment Policy Review

District Manager

- A. Update Field Activities

- A. Monthly report

V. NRCS Report

- A. Project Updates
- B. Office Updates

VI. Other Reports

- A. Old Business
- B. New Business

MEETING ADJOURNED

NEXT MEETING:

Thursday, March 19, 2020

Finance Meeting @ 9:30 am

Regular Meeting @ 10:00 am



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967 CO HWY 33 – RIVER ROAD – COOPERSTOWN, NEW YORK 13326-9222 – PHONE (607) 547-8337 ext. 4

OTSEGO COUNTY SWCD BOARD MEETING MINUTES

Thursday, January 16, 2020

Members Present:

Les Rathbun, Chair, Grange Rep.
Meg Kennedy, Vice Chair, Cty. Rep.
Ed Lentz, Member @ Large
Doris Moennich, Land owner

Staff Present:

Jordan Clements, District Mgr.
Sherry Mosher, District Secretary
Tony Capraro, NRCS

Absent:

Michele Farwell, Cty. Rep.
Larry Roseboom Sr, Farm Bureau

Guest:

None

I. -Les called for an organization meeting @10:00 am. with Chair, Vice. Chair, and Treasurer. Les called the regular session meeting to order @ 10:32 am.

II. –Approval of October and December’s minutes, motion to approve made by **Ed**, seconded by **Doris**, motion carried.

III. -Approval of October and December Treasurer Report, motion to approve made by **Ed**, seconded by **Meg**, motion carried.

- Approval of paid bills for December, motion to approve made by **Meg**, seconded by **Doris**, motion carried.

IV. – **District Reports: Sherry:**

- end of the year reports, taxes, 1099’s, etc.
- Procurement and Investment Policy Review to be reviewed at February’s meeting, motion to table made by **Meg**, seconded by **Ed**, motion carried.

District Reports: Jordan:

- Legislative Days are March 2nd and 3rd. **Jordan** and **Mark** will attend, along with **Meg**. **Ed** will be a backup.
-Working on AEM Year 15 closeouts.
-AgNPS Round 26 has opened for applications.
- Jordan and Mark will attend the USC Retreat at Tioga Downs.



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- Water Quality Symposium is March 10th -13th. All staff will attend, Jordan, Sherry, Jessica, Mark, Chris, Karl, Dan. Dan will commute and be paid mileage, the rest will stay at the hotel.

Approval to attend Water Quality Symposium, motion made by **Meg**, seconded by **Doris**, motion carried.

- Ag and Farmland Meeting w/ SWEC is February 19th 2020
- Winter Newsletter is at printers, will be ready by next week.
- Leatherstocking Envirothon will be a Colonial Ridge Golf Course
- Erica will be in next week to work on mapping for Butternut Watershed Study.
- Motion made by **Meg** to extend NRCS WRP contribution agreement, seconded by **Doris**, motion carried.
- Resolution for Helene Kraham to become a board member to represent County At Large – Landowner. Motion made by **Doris**, seconded by **Meg**. **Les** will write letter to County Board.

V. NRCS Report

Tony:

- Finishing manure storage project by the end of the month.
- Stream bank project in Laurens, NY.
- Working on CRP agreement.

VI. Other Reports

FSA-

Kate Hemstreet is the new County Executive Director.

Other-

Sexual Harassment Training and Civil Rights- Jordan, Sherry, Chris, Jessica, Mark, Karl, Dan, Tony, Jeanine, Andrew, Les, Doris, Meg, and Ed attended on 1/16/2020.

Please see attached reports

No further business, meeting adjourned @ 11:42 am

**Next meeting: Thursday February 20, 2020
Regular mtg-10:00**

Respectfully submitted,

**Jessica Miller
Conservation Technician**



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Karl Giroux Conservation Technician Board Report

February 2020

AEM:

- Completed Tier 2's for I.D. # 077-0527
- Completed one Tier 3A plan I.D. # 077-0527
- Started Tier 3A plan I.D. # 077-0502
- Several Tier 1's completed and set up for Tier 2
- AEM webinar
- AEM Implementation Round 1 meeting and updated application and ranking forms
- Completed new AEM data master list with help from intern

Tree Sale:

- Processing orders and refining tree numbers
- Created tree sale posters
- Instructed intern to inventory tree signs, order forms, and cut flyers

Ag Assessments:

- Completed 88 Ag Assessments

Miscellaneous:

- Fixed door knob on bathroom door
- Moved snow banks with tractor
- Helped CNMP planner with plan maps
- Picked up scales from Chenango County SWCD for CNMP purposes
- Sexual harassment training
- Attended pre design meeting I.D. # 077-0239



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January 17th, 2020 – February 20th, 2020

Conservation Technician Report

Jessica Miller

Leatherstocking Envirothon

- Leatherstocking Envirothon Portfolio's for Oral Presentation have been sent out to participating schools.
- Sponsor packets completed and mailed out to 85 local businesses.
- Received \$300 total in donations so far.
- Edited website to showcase sponsors.
- Went to BOCES to give feedback on the 16 Leatherstocking Envirothon logos graphic design class created. The office voted on a design and students are working on changes.

Administrative

- New ArcGIS licenses on upgraded computers.
- Tree Sale online store is up and running, and Tree Sale is being advertised online and in the Pennysaver.
- Cut checks to pay certain bills, entering receipts and bills into Quickbooks.
- Filing Ag Assessment and other paperwork.

AEM

- Continuing planning for upcoming AEM programs.
- CREP meeting with partners.
- Attended Conservation Desktop Training for NRCS planner certification.



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Mark Kugler Stream Technician

January-February Monthly Report

Week of 1/20

- Monitored Oaks Creek water quality and provided QA/QC sample for SUNY Oneonta Biological Field Station
- Completed training for NYS Envirothon
- Worked on USC Buffer Steward grant application
- Conducted site visit on Little Elk Creek

Week of 1/27

- Completed USDA AgLearn training
- Wrote/filmed/edited Watershed Wednesdays video
- Attended USC Annual Retreat with Jordan

Week of 2/3

- Completed planting plan for Mumford EQIP project
- Completed USC Buffer Steward grant application
- Worked on writing Watershed Wednesdays script

Week of 2/10

- Assisted concerned prospective landowner with flood potential data
- Worked on USC/NFWF water quality grant application
- Attended meeting with SUNY Cobleskill professor to discuss the potential for collaboration with one of his classes
- Worked on planning for Ag Non Point Source buffers

January 2020 Forestry Report

January forestry revolved around developing a forest management plan for Otsego County #8 Taylor Hill comprised of about 433 acres on Taylor Hill Road in the Town of Edmeston, NY. Property line identification and property corner identification took some time as not all lines and corners were marked. Several proved to be difficult to ascertain but with the use of Phone App Land glide I was able to find and mark these out. Experience with property lines also proved to be a deciding factor. Property lines are extremely important so one can work on the correct property! After property lines were put in, considerable work was employed in ARCGIS applications for planning inventory methodology. Extensive research into parcel mapping, identification, property line/boundary correlation, tax maps, forest stand delineation, inventory parameters, field inventory plot planning and location, and parcel history.

Field inventory was undertaken according to planning methodology. Trees that fell into plot radius (use of 10 factor wedge prism) were measured, species identified, and proper forest product class selected. Overall tree health, stand and site health, and other forest/site observations were noted and recorded for future use in prescription recommendations. Considerable office work then ensued with detailed statistical analysis of six forest stands visited, all by hand. Considerable work remains to be done on at least 22 more stands.

I wrote a newspaper article on having a forest management plan merits for private landowners and await direction from the manager as to which publication (s) he wishes me to approach. Wrote the December Forestry report, and wrote an analysis of last summer's timber sale on Otsego County #6 parcel. Forestry Friday featured two brief writings: the first on posting of private lands and the second on blazing property line trees. Both included pictures that were relevant to the subject matter.

During the last week the county highway dept. furnished a Ford Ranger for my use as a nonpermanent mode of transportation until the other larger Ford is repaired. I wrote an appraisal of the vehicle with concerns given to management.