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## Otsego County Soil & Water Conservation District

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

### OTSEGO COUNTY SWCD BOARD MEETING MINUTES

Thursday, July 23, 2020

Held at office and offered remotely on GoToMeeting.com

(646) 749-3129

AC 163-286-893

#### **Members Present:**

Les Rathbun, Chair, Grange Rep. (In Person)  
Meg Kennedy, Vice Chair, Cty. Rep.  
Ed Lentz, Member at Large  
Doris Moennich, Treasurer/Landowner (In Person)  
Helene Kraham, Ag Landowner

#### **Staff Present:**

Jordan Clements, District Manger  
Jessica Miller, Admin. Assistant/  
Secretary/Assistant Treasurer

#### **Absent:**

Michelle Farwell, County Legislator  
Larry Roseboom, Sr., Farm Bureau

#### **Guest:**

None

- I. **Call to order:** Board Chairman, **Les Rathbun** called the online meeting to order at 10:06 a.m.
  
- II. **Approval of minutes:**
  - Motion was made by **Moennich**, seconded by **Kennedy** to approve May's minutes. All in favor. Motion carried.
  
- III. **Approval of Treasurer's Report & Bills to be paid**

A list of June's Bills to be Paid and financial reports were provided to the Board in advance of the meeting.

  - Treasurer's report and bills to be paid approval was deferred for May and June until next meeting. Would like to see a different budget report included, and files sent out a week earlier to allow for more time to review.



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### **IV. District Secretary/Assistant Treasurer Report**

Jessica Miller reported the following:

- USNY (Bank of Cooperstown) Bank Accounts will be converted to Wayne Bank on August 17th. We currently have \$4,259.10 in the checking account. We received a welcome packet explaining the merger.
- Payflow and Enhanced Payroll for QB Desktop have successfully been canceled.
- Had one and half hour training with Angelica that was very helpful, it confirmed I was on the right track. She has not had time yet to finish last quarter of 2019 review.
- We also completed the New York State Insurance Fund Disability Audit Payroll Reporting
- Updated wage account classifications
- Making multiple purchases for Paul Lord for the Bouy Fund.
- Finished the Electronic 2020 Summer Newsletter
- Worked on virtual farm tour interview questions, and began drone flight videos at one farm.
- Went on an AEM site visit for tier 1

### **V. District Reports**

District Manager, **Jordan Clements**, reported the following:

**Farm Tour-** The idea was to hold the farm tour in person if possible this October. Instead we have decided to go forward planning to host the farm tour virtually. The virtual farm tour would be 2 hours or less, and most likely hosted through go to meeting. Also considering using GIS Story maps for presentation. There will be 3 farm visits, a section for County forestry lands, and a section for riparian forest buffers. An invitation letter will be sent out to County board, County legislators, State legislators, and partners. Will highlight ecosystem services approach to equate dollars to what we are doing to protect resources. Considered doing it completely live at first but feel editing video will work better.

#### **Ag & Markets-**

Reached out to Ag & Markets 2 months ago to see if it would be possible to amend current AEM contract. Chris has his 2<sup>nd</sup> CNMP plan submitted to Ag & Markets and cannot put his 3<sup>rd</sup> CNMP plan in for review until the 2<sup>nd</sup> plan is done being reviewed. He will have 30 days to make corrections once the review is complete. It took about 9 months to review the 1<sup>st</sup> CNMP plan. Hoping to amend AEM contract from \$75,000 to \$125,000. Haven't heard any



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word on CRF grants yet. This is the District's first time being awarded through this grant system. We do not know yet when CRF or Ag Nonpoint Source grants will be officially announced.

### **Forestry Contract-**

Adding into forestry contract to retain 10% of all log sales to implement BMP's in Forest Management Plan (FMP). Start collection of 10% after \$45,000 in timber sales is made, then begin collection of 10% for implementation of BMP's in FMP. Rich from Otsego County Highway Dept. asked for an estimate on projected log sales. **Ed Lentz** mentioned that he's looked at posted completed FMP's on District website and noticed some County forest properties have trails. Would like to consider working with Otsego Outdoors to mark trails and post trails for the public. **Jordan** discussed how Danny Lapin would like to see FMP's SEQR reviewed. SEQR review is not required, but would like to have it done on all FMP's once all the FMP's are done. **Meg Kennedy** mentioned that County would probably have to be the lead agency listed on SEQR review. SEQR review will make the finished plan much stronger. Jordan will have Otsego SWCD as the lead agency if allowed. Will check June's board meeting recording for details on discussion of forestry contract not included in meetings minutes.

### **Grant Updates**

Submitted 2 Agricultural Nonpoint Source grants but have not been notified when we would hear about them being awarded. Hoping the grant process will start again in January. Chris has started on a 4<sup>th</sup> Comprehensive Nutrient Management Plan (CNMP) and should be lining up CNMP's for the next round of AgNPS. Chris's daycare will be reopening so he will be able to work 4 days a week from the office again on August 17<sup>th</sup>, 2020.

Round 2 CAFO grant has had engineering approved. Will be starting the bidding process. Buffer 2 CREP/AgNPS has been greatly affected by changes with CREP. We were told new Farm Bill will bring more money. However, it did not. Farmers are now going to have a lot of out of pocket costs. About \$60,000 short, working with USC to hopefully find more funding sources. Lori, manager of CREP at the State Office, told us to hold off on signing applications until the new Farm Bill. Now we have 3 great projects that may not happen due to the change in CREP.



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Working on contract with USC to plan 25 acres of riparian forest buffer along the Butternut. We will get paid \$5,000-\$6,000 an acre to plant, but that includes seedling and material cost. This planting is separate from the OLT and BVA planting. Mark has been working on plan map and planting plans for those plantings. Collaboration has been huge, and building with OCCA. BVA and OLT collaboration has been great. Jordan mentioned that for his thesis he is generating a program for long term monitoring of riparian forest buffers. Program will have 3-4 well sites to show effectiveness of riparian forest buffer sites. Collaboration is huge, building collaboration with OCCA, and has been great with BVA and OLT. Also, we are getting prepared for WQIP coming out. Jordan went out on a site visit in Morris, and there is a dangerously undersized culvert that needs to be addressed. Culvert is on a secondary road.

### **Partner Updates and Coronavirus Updates**

USDA, FSA and NRCS made F-PAC for administrative duties. FSA is currently in Phase 1 so all 3 FSA staff can be in the office at the same time. NRCS is currently in pre-phase 1 therefore they cannot have all staff back in at the office, and are encouraged to telework. FSA has inquired about a walk-up window with plexiglass. FSA has been meeting people outside to exchange paperwork. Jordan said he would discuss the window with the board. The question is, should the district incur cost or should FSA? **Ed Lentz** mentioned that he thinks the District should just install the plexiglass window.

Karl, conservation technician, has been doing oil changes to cut costs. Jordan is hesitant on Karl working on brakes just in case something were to happen. He also preforms the modifications on the post pounder when necessary. We will need to install metal piping to protect the gas tank on one of the pounders. It got dented recently from most likely a post hitting the gas tank while it was being rented. Business is as usual, virtual farm tour will take time to put together, and there is no shortage of work. Paul will be in for computer repairs, and Angelica will be in to assist with QuickBooks.

### **VI. Other Business**

We have a second intern that will assist with Jordan's Master's program work. She needed credit hours, so it's no cost to the district at all. She also assists our current intern with buffer monitoring and maintenance. Chris will be coming back to work from the office full time. Karl will be trying out working 4-10 hour days. Erica Capuana has been working on the watershed plan steadily. She feels she will be done with the plan by next week. Ice jam flooding study was awarded for 3 watersheds, Butternut, Otsdawa, and Cherry Valley Creek.



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DEC reimbursement issue with ESD project. County is still looking to be reimbursed \$96,000 for ESD project. Documentation is needed from DEC, however no one that is familiar with the project works there any longer. Jordan will try following up again, he will mail all the documentation to them if they request. He stated ESD would not have signed off on it if the project wasn't completed. Jordan will email DEC again and copy the County on the email.

### **VII. Partner Reports**

**NRCS-** Did not submit a report.

**FSA-** Did not submit a report.

### **VIII. Next Meeting: Next meeting to be held on **Thursday, August 20, 2020 at 10:00 am at the office.****

### **IX. Adjournment: Meeting adjourned at **11:05 a.m.****

Respectfully submitted,

*Jessica Miller*

Jessica L. Miller,  
Administrative Assistant/Secretary/Assistant Treasurer  
August 11, 2020