

MINUTES

**County Soil and Water Conservation District
Natural Resource Center
7413 County House Road
Auburn, NY 13021**

FEBRUARY 9, 2011

9:34 a.m.

1. ROLL CALL:

<u>Directors</u>		<u>Staff</u>	<u>OLWI</u>	<u>NRCS</u>	<u>NYSSWCC</u>
D. Kehoe	P. Pinckney	R. Podolak	J. Miles	K. Schor	L. Travis
R. Lockwood	C. Roberts	D. Kierst			
R. Mills	J. Young	S. Huey	<u>Blue Electron</u>	<u>Seeler Engineering</u>	
S. Nemec		W. Jakaub	K. Zadeh	T. Seeler	

New members of the Board of Directors were introduced and briefly oriented to the structure of the monthly Board meetings.

2. MINUTES – Approval of meeting minutes for January 12, 2011.

Motion by S. Nemec, seconded by C. Roberts. Carried.

3. FINANCIAL – -Approval of January’s financial statements (see tab)

Motion by D. Kehoe, seconded by S. Nemec. Carried.

-Approval of accounts payable (see tab)

Motion by S. Nemec, seconded by D. Kehoe. Carried.

11-08 Motion by S. Nemec, seconded by C. Roberts, to approve the following transfers:

FROM	TO	AMOUNT	REASON
Federal Grant Account	Anaerobic Digester	\$630,146.60	EFC Grant - 5 th Drawdown Request

Carried.

4. RESOLUTIONS

11-09 Motion by S. Nemec, seconded by D. Kehoe, to approve the following resolution for the authorization to pay Don Peters of Peters Dairy Farm the amount of \$186,483.00 for the construction of two concrete manure storage facilities. Carried.

11-10 Motion by R. Mills, seconded by D. Kehoe, to approve the following resolution for the authorization to grant the Executive Director permission to appoint district staff and to allow all board members to attend the 2011 Water Quality Symposium, March 15-18, at the Holiday Inn, Auburn, New York. Carried.

Ray Lockwood arrived at 9:43 a.m.

Paul Pinckney arrived at 9:45 a.m.

5. REPORTS

Blue Electron – Kamyar Zadeh Seeler Engineering – Tim Seeler

- Distributed the Cayuga County Regional Digester progress report.
- Reported on the project cost and schedule status. Stated that the project will be substantially completed by April.
- Reviewed construction progress and work still left to complete. The current radiator is still a concern for control of heating. The electrical switchover is scheduled for next week.
- Contract 6 – Digester Tank – Tank completion expected by March or early April.
- Ron has received bulk water rate to test tanks. Will test concrete tanks also.
- 70% of the gas conditioning equipment has started to arrive on site. The tower should be delivered by April 22nd.
- Have power purchase agreement – service classification #10.
- Interconnection agreement is now with our attorney.
- Distributed RFP Transportation preliminary analysis report. Discussed delivery, bonding, insurance and indemnifications.
- Discussed system aggregation - How to power new sheriff's building, and retrofitting the Jail and Nursing Home to accept power from the digester.
- Discussed operating capital and beginning cash flow. Should be set up to pay costs before receiving revenues. Should have at least 3 to 6 months of capital, approximately \$300,000.00.

K. Zadeh and T. Seeler left at 10:42 a.m.

NYSSWCC – Les Travis

- Distributed report.

NRCS – Katie Schor

- **Environmental Quality Incentives Program (EQIP)**
 - Contract cancellation paperwork has been completed and mailed to a participant who has expressed concern regarding her ability to fulfill the requirements of her contract due to personal reasons. I am waiting to hear back from her so that the appropriate paperwork can be forwarded to the State Office for review and approval.
 - In addition, a conversation has begun with another current participant who has also requested contract cancellation. Paperwork will be generated as soon as I hear back from the participant regarding his current circumstances.
 - Local ranking questions for the 2011 program are in the process of being generated. Comments and suggestions from the Local Working Group meetings that were held several weeks ago are being taken into consideration when formulating these questions. We will have to come to a consensus amongst staff members of the Finger Lakes subwatershed team to determine what priorities will ultimately be given priority in the 2011 program.

- Letters were sent to all 2011 applicants regarding the requirement to work with FSA to complete all eligibility requirements by February 14th. In addition, letters were mailed to all livestock waste applicants requesting that they work with their CNMP planners to pull together preliminary information for the prioritization and ranking processes.
- **Agricultural Management Assistance Program (AMA)**
No activity at this time.
- **Wetland Reserve Program (WRP)**
No activity at this time.
- **Conservation Stewardship Program (CSP)**
 - 4 applications have been received for the 2011 program. Two were received from livestock operations and two from cash crop operations.
 - Payments have been processed for 5 out of 6 current contract holders for work completed in 2010. This represents approximately \$128,000 in financial assistance.
- **Wildlife Habitat Incentive Program (WHIP)**
One application has been received for the 2011 grassland program.
- **HELIC/WC**
 - Scott Harrison, FSA CED, and I met with a producer with an active wetland violation to present the mitigation plan for his review and approval. The producer ultimately agreed to all aspects of the plan and it has been sent to the NRCS State Office for final approval.
 - Shannon and I continue to work on 1026 requests for land clearing, ditching, tiling, drainage etc. We are working to complete any and all requests that do not require a site visit by the NRCS Soil Scientist.
- **Miscellaneous**
 - Review of open obligations has been completed for the 1st quarter of FY 2011. We had 11 contracts up for review due to no activity within a 12 month period. All were justified except 1, which will require cancellation.
 - Shannon attended a 3-day training course for 3D AutoCAD.

OLWI – Jessica Miles

- Completed 2010 Annual Report and will be sending out reports. Report is currently at local printery for publishing.
- Working on 2010 financial statements which are due to the City of Auburn and Town of Owasco by April 15. Statements will be sent in packets with annual reports.
- Participated in webcast through the EPA about blue-green algae.

District Field Manager – Doug Kierst

- Attended Legislative Days in Albany, N.Y., February 7-8th. Districts met with representatives to discuss concerns.
- Started the Ag Museum expansion project.
- Scheduled an Erosion and Sediment Control training course for contractors on Thursday, March 10th and Wednesday, March 30th. On average approximately 15-30 attend.
- Was suggested that a course be implemented regarding fertilizing lawns and golf courses.
- Discussions with the Town of Moravia about a possible job regarding drainage for water piping.

Executive Director – Ron Podolak

- Distributed report.
- Stated that Mark Babiarz has resigned as of Jan. 27th. Mike Riley will take his place regarding monitoring construction of the digester.
- Reviewed current Waste Water Management program. Recommend raising fee from \$60.00 to \$70.00 per inspection. Also, suggested raising \$65.00 standard fee to \$70.00.

11-11 Motion by J. Young, seconded by R. Mills, to approve the following resolution for the authorization to approve an increase to the standard fee for septic system inspections to \$70.00 per inspection. Carried.

6. NEXT MEETING: *Motion by D. Kehoe, seconded by J. Young to change meeting start time from 9:30 a.m. to 10:00 a.m. every 2nd Tuesday of every month.*

Next Meeting - 10:00 a.m., Wednesday, March 9, 2011.

7. ADJOURNMENT: 11:55 a.m. *Motion by D. Kehoe, seconded by S. Nemec. Carried.*