

MINUTES

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

June 8, 2011

10:00 A.M.

1. ROLL CALL:

<u>Directors</u>	<u>Staff</u>	<u>Blue Electron</u>	<u>NYSSWCC</u>
D. Kehoe	P. Pinckney	R. Podolak	K. Zadeh
R. Lockwood	C. Roberts	D. Kierst	B. Moreland
R. Mills	J. Young	S. Huey	<u>Seeler Engineer</u>
S. Nemec		W. Jakaub	T. Seeler

2. DIGESTER REPORT

Seeler Engineering – Tim Seeler

- Discussion regarding Change Order #2 to Contract #4 – Plant Electrical and Instrumentation Contract held by Ridley Electric. This results in an additional \$30,722, changing the contract amount from \$973,000 to \$1,003,722. Completion date is now set at September 30, 2011.
- Changes include:
 1. Addition of resized motor starters resulting from changes in electrical loads based upon equipment submitted.
 2. Addition of a battery backup system for the Low Voltage Switch Gear required by NYSEG.
 3. Credit for change in electrical conductor materials between generator and switchgear.
 4. Credit for the elimination of the Screw Press machine and building from the scope of the contract.
 5. Addition for changes in sizes of automated valves included within the scope of the project.

11-31 Motion by J. Young, seconded by S. Nemec, to approve the following resolution for the authorization to allow the Executive Director to sign Change Order #2 to Contract #4 held by Ridley Electric. Carried.

P. Pinckney arrived at 10:08 a.m.

Blue Electron – Kamyar Zadeh

- Distributed report.
- PLC – Blue Electron is assigned to supply system. Procurement initiated. Seven New York companies have responded. Board will need to meet within 2 weeks to discuss bid responses.
- Renewable Energy Credits – To be scheduled for sale starting October 2011. Six companies interested in buying carbons. Green credits will not be part of sale, just carbons. Discussions and evaluations to begin on June 13th.

- Integration of Heat into Public Safety Building – Conceptual design complete and was reviewed and confirmed with site personnel. Engineering specification and equipment proposal to County will be issued June 16th. Recommending construction to begin in late summer.
- Transportation – Board will need to meet to discuss how contracts are to be set up. Will also need to meet with farmers involved.

T. Seeler, K. Zadeh, B. Moreland left at 10:42 a.m.

3.. MINUTES – Approval of meeting minutes for May 2011.

Motion by D. Kehoe, seconded by J. Young. Carried.

4. FINANCIAL – -Approval of May’s financial statements (see tab)

Motion by J. Young, seconded by S. Nemec. Carried.

-Approval of accounts payable (see tab)

Motion by J. Young, seconded by D. Kehoe. Carried.

11-32 Motion by J. Young, seconded by S. Nemec , to approve the following transfers:

FROM	TO	AMOUNT	REASON
Earned Income – Project	Anaerobic Digester	\$29.97	Credit for purchase of locks returned to Lowes
Federal Grant Account	Anaerobic Digester	\$238,656.65	NYS Environmental Facilities Grant – 7 th Payment
Anaerobic Digester	Digester – Energy Billing	\$304.10	Energy Charges for April 2011
Earned Income – Rent	Digester Energy Billing	\$385.91	Energy Charges for April 2011
Federal – EPA-12	State – Rnd 14 – AgNp – Waste Storage Digester	\$65,347.72	Peters Farm – Manure Storage
Federal – EPA-12	State – Rnd 12 – AgNp – Waste Storage	\$7,160.00	Ka-Vern Farms – Professional Engineering Services
Federal – EPA-12	Earned Income - Project	\$14,111.74	District labor, equipment usage and materials for Ka-Vern Farms waste storage/irrigation project
Earned Income – Project	State – Rnd 12 – Waste Storage	\$5,151.73	District personnel, equipment usage and material billed in error
State – Rnd 12 – Waste Storage	Earned Income - Project	\$2,837.01	District personnel, equipment usage finishing the storage

Carried.

5. RESOLUTIONS

11-00 *The following resolution to authorize the Executive Director to sign the contract extension with the City of Auburn, Town of Owasco and Cayuga County for the Owasco Lake Inspection Program was not acted upon. Tabled until next meeting of July 13th.*

11-33 Motion by J. Young, seconded by S. Nemeč, to approve the following resolution for the authorization to award the bid for concrete and fence only for construction of a concrete waste storage facility on John Mizro's farm at Martin Road, Auburn in the Town of Owasco to Zimmerman Construction in the amount of \$86,400.00 with State Grant #C700934. \$79,900.00 is the lowest bid received and the farmer will be responsible for the cost above grant funds available. Carried.

6. REPORTS

NRCS – Katie Schor

- **Environmental Quality Incentives Program (EQIP)**
 - The design for a concrete storage structure has been completed and signed off on by our area engineer. Shannon conducted a site showing and 3 contractors were present, all of whom submitted a formal bid. We are following SWCD procurement policy for this project because there is Ag NP source funding involved.
 - Three applications (1 erosion control on cropland and 2 livestock waste applications) have been selected for funding in 2011. This represents approximately \$437,000 in cost-share assistance.
 - Two cancellation requests have been prepared and submitted to the State Office for review and approval. One producer has taken a full-time job off the farm and does not intend to continue his organic vegetable operation. The other producer is facing financial difficulty and made the difficult decision to get out of the dairy industry.
- **Agricultural Management Assistance Program (AMA)**

One application for a high tunnel has been selected for funding in 2011. This represents approximately \$4000 in cost share assistance.
- **Wetland Reserve Program (WRP)**

No activity at this time.
- **Conservation Stewardship Program (CSP)**

Four contracts have been finalized and signed off on by the producers. These represent 12,000 acres and approximately \$787,000 in cost share assistance.
- **HELIC/WC**
 - Site visits have been arranged for 3 out of 4 of the potential wetland violation sites. All sites will be conducted during the month of June. A team of NRCS staff including biologists, soils scientists and a representative from the Field Office will be present to conduct the on-site investigation.
 - Shannon and I completed (9) of 1026 requests for land clearing, ditching, tiling, drainage etc. All required site visits, some of which were completed with the assistance of the NRCS soil scientist and some were done using the upland delineation procedure.

OLWI – Jessica Reinhart

- Interviewed two candidates and final selections have been made. Two seasonals will begin working June 20th and work through September 10th. Positions will be covering weekends and maternity leave (at this time, will be starting leave approximately August 3rd).
- Eco-Talk Article – Water Conservation. Worked on completing articles to cover maternity leave.

- Asked to comment on possible dog park at Emerson Park. Information sent on to the Cayuga County Water Quality Management Agency for their consideration.
- Updated lakefront rental property list.
- NYS DEC Consent Orders for the two farm incidents (Twin Birch, August 2010 and Tidd Farm, March 2011) and FOIL'able through the NYS DEC. Scot Cook has asked that each request be posted separately so that the Department is aware of who has requested this information.
- Continued to work with NYS DEC and others on a resolution to the lakeshore issue at the Perun property, Town of Owasco.

District Field Manager – Doug Kierst

- The tire recycling event will be held at the District on June 11th, 8:30 a.m. till noon sponsored by the Cornell Cooperation Extension. Size limit will be 30" at \$1.00 per tire. 31" to 36" will be \$5.00 per tire.
- Ag Museum project is almost completed. Concrete forms are ready to go. Will be poured on Friday. The bathrooms are done. Trim still left to do.
- Digester work for the District is almost complete.
- Current projects to begin:
 - IDA site – Needs to be mowed. UFPO's will be called in today.
 - John Mizro Farm – Waste Storage Facility
 - Emerson Park Pavillion – Water Line
 - Seneca County – Mowing
 - Village of Moravia – West. Ave. Stormwater Piping Project
- Projects in planning phase:
 - Emerson Park – Beach change – Dredging
 - Onondaga County – Work in SLW

Executive Director – Ron Podolak

- A joint meeting has been set up for Division II and Division IV CDEA and NYACD members on June 23rd at 9:30 a.m. at the Cortland County SWCD Office Auditorium. Board of Director members are encouraged to attend.
- The annual Northeast Association of Conservation Districts meeting will be held August 7-9 at Plymouth Mass. Cost to the district will include gas, hotel, meals and registration.

11-34 Motion by D. Kehoe, seconded by P. Pinckney, to approve the following resolution for the authorization to allow the Executive Director to represent the Cayuga County Soil and Water Conservation District at the Northeast Association of Conservation District's annual meeting August 7-9 at Plymouth Mass. Cost not to exceed \$1000.00. District travel policy will be followed. Carried.

11-35 Motion by J. Young, seconded by P. Pinckney, to approve the following resolution to amend resolution #11-34 to also allow one member of the Board of Directors to represent the Cayuga County Soil and Water Conservation District at the Northeast Association of Conservation District's annual meeting August 7-9 at Plymouth Mass. Also cost not to exceed \$1000.00. District travel policy will be followed. Carried.

- Renegotiated contract with Seneca County to do mowing. Increased to priced charged from \$.21 to \$.25 per linear foot for 2011 and to \$.26 per linear foot for 2012.

- Electrical line to be installed to new Sheriff's Dept. building. Will need a change order for O'Connell Electric from Seeler Engineering. Sheriff's Dept. will need to pay \$25,000.00.
- AVC program – Have received calls from other Districts for AVC services. If time permits the District can operate outside of the county. Will be priced per acre.

11-36 Motion by J. Young, seconded by S. Nemeč, to approve the following resolution for the authorization to allow the Executive Director to send the AVC program out of the county on an as available basis with appropriate charges. Carried.

- Discussed e-mail received from Paul Padlick at the Treasurer's Office. To date the County has paid \$24,749.99 in interest and \$1,800.00 in fees in 2011 relating to the renewal of the 1.5M BAN for the Digester Project.

S. Nemeč left at 11:23 a.m.

NYSSWCC – Les Travis

- Distributed and reviewed regional staff report.
- Discussed Board of Directors term limits. Must be scattered so as not to end at the same time. Also, should end at the end of the year to coincide with the County.
- Decided to postpone presentation of District Law. Will be presented later in year by the Executive Director.
- Les has announced his retirement for July 5, 2011.

11-37 Motion by J. Young, seconded by R. Mills, to approve the following resolution for the authorization to appoint Dale Kehoe, Steve Nemeč and Raymond Lockwood Jr. to serve on the Cayuga County Soil & Water Conservation District Board of Directors as members at large. Dale Kehoe will serve a one year term from June 1, 2011 through May 31, 2012. Steve Nemeč will serve a two year term from June 1, 2011 through May 31, 2013. Raymond Lockwood Jr. will serve a three year term from June 1, 2011 through May 31, 2014. Carried.

11-38 Motion by J. Young, seconded by R. Mills, to approve the following resolution for the authorization to appoint Charles Roberts to serve on the Cayuga County Soil & Water Conservation District Board of Directors as a representative of the Cayuga County Grange. This will be a one year term from June 1, 2011 through May 31, 2012. Carried.

11-39 Motion by P. Pinckney, seconded by R. Mills, to approve the following resolution for the authorization to appoint James Young to serve on the Cayuga County Soil & Water Conservation District Board of Directors as a representative of the Cayuga County Farm Bureau. This will be a two year term from June 1, 2011 through May 31, 2013. Carried.

11-40 Motion by R. Mills, seconded by P. Pinckney, to approve the following resolution for the authorization to amend resolutions #11-37 to #11-39 to end term limits on December 31st of the previous year so as to coincide with the County reappointments. Term limits will read as follows:

Dale Kehoe – Term will end December 31, 2011

Steve Nemeč – Term will end December 31, 2012

Raymond Lockwood Jr. – Term will end December 31, 2013

Charlie Roberts – Term will end December 31, 2011

Jim Young – Term will end December 31, 2012.

Carried.

Director – Raymond Lockwood Jr.

- Suggested all Board of Directors become members of the Farm Bureau. Cost is currently \$99.00 for membership of 1½ years.

Director – Jim Young

- Congratulated Les Travis on his retirement on July 5, 2011.

7. EXECUTIVE SESSION

Motion by D. Kehoe, seconded by J. Young, to enter into Executive Session at 11:55 a.m. to discuss personnel matters. Carried.

Motion by P. Pinckney, seconded by J. Young, to leave Executive Session at 12:25 p.m. Carried.

11-41 Motion by J. Young, seconded by R. Mills, to approve the following resolution for the authorization to pay the Executive Director the amount of \$500.00 per month retroactive to December 31, 2010 from the Digester budget to compensate for services rendered. Carried.

8. ADJOURNMENT: 12:30 p.m. *Motion by D. Kehoe, seconded by P. Pinckney. Carried.*

9. NEXT MEETING: Wednesday, July 13, 2011 at 10:00 a.m.