

MINUTES

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

September 14, 2011

10:00 a.m.

1. ROLL CALL:

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

2. MINUTES – Approval of meeting minutes for August 2011.

Motion by J. Young, seconded by C. Roberts. Carried.

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

Motion by J. Young, seconded by C. Roberts. Carried.

-Approval of accounts payable (see tab)

Motion by J. Young, seconded by C. Robert. Carried.

D. Kehoe arrived at 10:03.

11-62 Motion by J. Young, seconded by C. Roberts , to approve the following transfers:

FROM	TO	AMOUNT	REASON
Anaerobic Digester	Energy Billing Checking	\$1453.32	Energy Billing – July 2011
EI – Rent	Energy Billing	\$2315.03	Energy Billing – July 2011
Energy Billing – Checking	Energy Billing – Savings	\$638.82	Distribution Maintenance Charges – July 2011
Energy Billing – Checking	Anaerobic Digester	\$2275.60	Adjustment for Overpayment – March-July 2011
Energy Billing - Checking	Rent	\$1103.72	Adjustment for Overpayment – March-July 2011
Energy Billing – Savings	Energy Billing – Checking	\$5912.73	Adjustment for Reserves – March-July 2011
Anaerobic Digester	Energy Billing Checking	\$348.96	Energy Billing – August 2011
Earned Income – Rent	Energy Billing Checking	\$1229.01	Energy Billing – August 2011
Energy Billing – Checking	Energy Billing – Savings	\$1058.72	Distribution Maintenance Charges – August 2011
OLWI	Cty-General	\$173.72	Vehicle Usage – August 2011
OLWI	EI – Project	\$244.76	Vehicle Usage – August 2011
OLWI	EI – WWM	\$106.50	2 Cases of Dye for Water Testing
Anaerobic Digester	Federal – EPA-12	\$10,248.51	Digester Bills paid from Federal EPA-12 Account

Carried.

4. 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. Has been tabled until next meeting on October 19, 2011.

11-00 The following resolution to pay Annual Dues of \$400.00 to the Central New York RC&D Project, Inc. was not acted upon. Tabled until further notice.

T. Seeler arrived at 10:06 a.m.

11-63 Motion by J. Young, seconded by C. Roberts, to approve the following resolution to allow the Executive Director, Principal Account Clerk and two Board members to attend the NYACD Annual Meeting/Administrative & Manager's Conference at Utica, N.Y. on October 16-18, 2011. The expense is estimated to be approximately \$235.00 per attendee. Travel to be in accordance with the District Travel Policy. Carried.

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

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11-64 Motion by J. Young, seconded by R. Mills, to approve the following resolution for the authorization to pay to the Patrick Murray Farm the amount of \$3684.96 from the Round 16 Ag-Np Mid-Owasco Lake State Grant account for the completion of a watering facility, fencing and prescribed grazing project. Carried.

11-65 Motion by J. Young, seconded by R. Mills, to approve the following resolution for the authorization to pay to the Gary Gordon Farm the amount of \$804.30 from the Round 16 Ag-Np Mid-Owasco Lake State Grant account for the completion of a fencing and prescribed grazing project. Carried.

11-66 Motion by J. Young, seconded by R. Mills, to approve the following resolution for the authorization to pay to the Herman Altman Farm the amount of \$5431.44 from the Round 16 Ag-Np Southern Owasco Lake State Grant account for the completion of a fencing and prescribed grazing project. Carried.

11-67 Motion by J. Young, seconded by R. Mills, to approve the following resolution for the authorization to pay to the Ron Palmer Farm the amount of \$3728.90 from the Round 16 Ag-Np Southern Owasco Lake State Grant account for the completion of a fencing and prescribed grazing project. Carried.

11-68 Motion by J. Young, seconded by R. Mills, to approve the following resolution for the authorization to pay to the Tim Driscoll Farm the amount of \$4530.00 from the Round 16 Ag-Np Cayuga Lake State Grant account for the completion of a fencing and prescribed grazing project. Carried.

11-69 Motion by J. Young, seconded by R. Mills, to approve the following resolution for the authorization to pay to the Tim Driscoll Farm the amount of \$1215.00 from the Round 14 Prescribed Grazing State Grant account for the completion of a fencing and prescribed grazing project. Carried.

11-70 Motion by J. Young, seconded by R. Mills, to approve the following resolution for the authorization to pay to the Irene Hurst Farm the amount of \$3563.91 from the Round 14 Prescribed Grazing State Grant account for the completion of a pumping plant and prescribed grazing project. Carried.

11-71 Motion by J. Young, seconded by D. Kehoe, to approve the following resolution for the authorization to make the following transfers to cover expenses for the Anaerobic Digester. It is the expectation of the District to reimburse the transfer of the FGM funds. Carried.

<i>FGM-Owasco Lake Restoration</i>	<i>\$101,524.42</i>
<i>Digester Working Capital</i>	<i>\$ 20,000.00</i>
<i>Anaerobic Digest-First Niagara</i>	<i>\$ 87,359.47</i>
<i>Federal Interest Account</i>	<i><u>\$ 15,000.00</u></i>
<i>TOTAL</i>	<i>\$223,883.89</i>

5. REPORTS

NRCS – Katie Schor

- **Environmental Quality Incentives Program (EQIP)**

Construction is currently underway for a concrete storage structure & heavy use area protection. Shannon is taking the lead on completing construction checks and documenting the progress that has been made to date.

We recently lost 2 of our engineering staff on the Finger Lakes team. As a result, Shannon was asked to assist with some of the backlog of work that needed to be surveyed and designed. She assisted in Livingston County with the survey and design of a diversion, 2 WASCObS and 3 UGO. In addition, she worked in Ontario County to assist with the survey and design of 2 WASCObS and UGO system. Both designs have been submitted for review and approval. Staff within each of those counties will pick it up from this point and assist with installation.

- **Agricultural Management Assistance Program (AMA)**

No activity at this time.

- **Wetland Reserve Program (WRP)**

No activity at this time.

- **Conservation Stewardship Program (CSP)**

No activity at this time.

- **Conservation Reserve Enhancement Program (CREP)**

10 CREP contracts that were developed and forwarded to FSA for processing last month have officially been approved. All producer and agency signatures have been obtained.

- **HELIC/WC**

The preliminary technical determination that was sent out to the producer last month for the joint violation between ACOE and USDA has officially been appealed. The producer has contacted his lawyer and an environmental consultant who will be present at a field review where they will present additional information for our consideration. I will be setting up an appt. with the appropriate NRCS staff to meet with the producer and his designated representatives to discuss this in more detail.

The NRCS Engineer and Soil Scientist visited 3 sites yesterday to conduct Scope and Effects on ditches.

- **Miscellaneous**

The 2011 NRCS Civil Rights training and review with the Cayuga County SWCD Directors and Staff was completed at the September 14th meeting. Review of the USDA

Civil Rights Policy Statement and its importance was covered. A copy of a PowerPoint presentation was distributed to all BOD members and employees covering Title VI and VII of the Civil Rights Act. In addition, the complaints process was discussed in detail including the importance and location of the "And Justice for All" poster.

A review of the USDA Hispanic & Women Farmers Compensation for Discrimination Claims with the Cayuga County SWCD Board members was completed at the September meeting. Discussion with both SWCD Board and several Staff Members on compensation offered by USDA for discrimination involving farm loan and farm-loan servicing including the claim process. A copy of the appropriate fact sheet was provided to all members.

OLWI – Katie Jakaub

- A team of volunteer divers assembled and dove yesterday (9/13) in areas of northern Owasco Lake to continue the investigation of the Asian Clam infestation. A formal report has been completed from the preliminary survey stating that the clams are confined to a relatively small area, and were not found in anything deeper than 6 feet. Volunteers who dove yesterday planned to concentrate on the 6 to 8 foot depth range as to dismiss any speculations that state the clams may be deeper than originally thought. → Divers found clams in low densities in areas between 9 to 11 feet and occasionally at 12 feet.
- Onondaga County dye testing - Have been in touch with Jeff Till from the Onondaga County Health Department. He has offered the use of all available documents of the properties we are interested in testing. A start date has not yet been set as to when dye testing will commence.
- Boater Surveys for the summer of 2011 have been completed. A final report comparing the years 2009 and 2011 will be completed sometime in the near future.
- OWLA water sampling has been completed as of 9-13-2011.
- Vaness Brook water sampling – Possibly going out with Chris Scholl from HD later this afternoon (9-14) to perform sampling of fecal coliform levels along areas of Vaness Brook.
- Sucker Brook Surveys: Am currently performing a preliminary survey of Sucker Brook and all of its tributaries. Mapping and recording features such as substrate type, flow percentages, stream velocities, channel width, depth, and shape, bank shape, stream side cover and canopy (%), buffers, crop type, livestock, etc...
- Indian Cove dumping concern: Have spoken with the President of the Indian Cove Association, Mike Rifanburg; sent him a copy of the Owasco Lake Watershed Rules and Regulations. The issue will be discussed at the next assoc. meeting. He and I will be in touch.

District Field Manager – Doug Kierst

- Distributed report.
- Discussed IDA Road Construction Project. The District installed 360' of feet of culvert pipe to allow for drainage to flow through the site under the road. The District is currently in the process of building up road shoulders for drainage and allowing for installation of water and sewer lines. Larger rock, acquired from a project at the BOCES site and stored at the IDA site, will be crushed and utilized also.

- Reviewed Village of Moravia, West Ave. Stormwater Piping Project. Have currently installed 300' of 30" pipe, 3 driveway culverts and 1 manhole cleanout. Also plan to extend the piping an additional 360' with a total of 5 driveway culverts. Encountered 3 shallow gas lines that need to be lowered by NYSEG. NYSEG has completed 2 of the 3 gas lines, but reassignments due to flooding events in southern New York, have delayed the project. The third gas line is scheduled to be completed later this week.
- Mowers - Have been continuously busy.
- Tubgrinder – Discussions of usage in municipalities where flooding occurred and clean-up is currently under way.
- Emerson Park Pavilion Project – Plans are to install water line. Will consist of 800' of 8" main line and 600' of smaller 6" line.
- Anaerobic Digester – Construction nearing completion.

Executive Director – Ron Podolak

11-72 Motion by P. Pinckney, seconded by D. Kehoe, to approve the following resolution to allow the Board members and staff to attend the 2011 Conservaton Skills Workshop to be held at the NYS Grange Building in Cortland, N.Y. on September 26-30, 2011. The expense is estimated to be approximately \$10.00 per attendee. Travel to be in accordance with the District Travel Policy. Carried.

- AVC Program – The harvester is back in Owasco Lake after extensive repairs. Plan to return to Cayuga Lake for second cutting., possibly to service small lakes in county if needed.
- Discussed reports of Hydrilla, an invasive species, that has been discovered at the inlet of Cayuga Lake in Ithaca.
- Anaerobic Digester – Trucks are ready to be picked up, but tankers have not arrived yet. Manufacturers are one week behind schedule so tankers are expected to arrive next week.

4. DIGESTER REPORT

Seeler Engineering – Tim Seeler

- Checklist for completion of construction on the Digester is being reviewed.
- Ridley Construction - Still has much work to complete. Expected to be done by Sept. 30th. Plan to be present to start coordination with GBU for start up on Sept. 26th.
- Bouley Enterprises – Starting contract with the EFC.
- Fisher Tank – Finishing up contract. Digester tanks have been insulated expect to be completed by next week.
- John W. Danforth Co. – Also finishing up contract. Heat exchanger was delayed as wasn't compliant with ARRA standards. Expected to arrive by end of September. Contract will be completed by end of September.
- The PLC has arrived and has been put in place. Determinations are being conducted.
- Digester start up planned for the end of the month. GBU will be on site for assistance and transfer of knowledge process.

Blue Electron – Kamyar Zadeh

- Distributed report.
- Discussed what is to be done to GBU PLC. Will be stored until after start up of Digester.
- Reviewed regulatory issues Fourth set of bills sent out. Significant savings realized.

- Discussed revenue sources – Electricity will be market based rates to be reviewed yearly for adjustments.
- Heat Integration – Integration of heat into Public Safety Building will have significant savings estimated at approximately \$87,000.00
- Discussions have started on carbon/renewable energy credits.
- Food Wastes – Scheduled to start deliveries on November 1st. Several companies will supply grease fat at approximately 18,000 gal. per week. Possibility of needing flare line for volume of grease fat. One termsheet has been signed. Discussed possibility of random testing of grease fat.
- Possibility of needing flare line because of volume of grease fat. Also, will not be dependent on as many manure loads as expected.
- Start up scheduled for the week of September 26th. GBU to be present on site.
- Discussed bedding and composting – Possibility of selling of bedding in winter and compost in summer.
- Summarized goals – Complete Digester start up. Focus on carbon revenue. Focus on solids revenue.

T. Seeler left at 11:24 a.m.

K. Jakaub left at 11:25 a.m.

Motion by J. Young, seconded by P. Pinckney, to enter into Executive Session at 11:45 a.m. to discuss contractual issues.

No action taken at this time.

Motion by J. Young, seconded by D. Kehoe, to exit out of Executive Session 11:55 a.m..

8. ADJOURNMENT: 12:00 p.m. ***Motion by P. Pinckney, seconded by D. Kehoe.***

9. NEXT MEETING: Wednesday, October 19, 2011 at 10:00 a.m.