

MINUTES

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

November 16, 2011

10:03 A.M.

1. ROLL CALL:

<u>Directors</u>	<u>Staff</u>	<u>NRCS</u>	<u>Blue Electron</u>
R. Lockwood C. Roberts	R. Podolak	K. Schor	K. Zadeh
R. Mills J. Young	D. Kierst		
	W. Jakaub	<u>OLWI</u>	<u>Seeler Engineering</u>
<u>The Citizen</u>		K. Jakaub	Tim Seeler
J. Murphy			

Directors Absent: Dale Kehoe, Steve Nemeec, Paul Pinckney

2. MINUTES – Approval of meeting minutes for meetings of October 19th & 24th, 2011.
Motion by J. Young, seconded by C. Roberts. Carried. R. Mills abstained from voting to pass the October 24th minutes.

3. FINANCIAL – -Approval of October’s financial statements (see tab)
Motion by J. Young, seconded by C. Roberts. Carried.

Discussion – Roger Mills questioned financial report showing Earned Income account with a balance of \$48,000.00. Funds will be used to cover payroll costs and maintenance of buildings and grounds.

Roger Mills inquired as to the schedule of when county appropriations is received. Funds are requested and received in three installments, upon signing in January, April and August.

-Approval of accounts payable (see tab)
Motion by J. Young, seconded by R. Mills. Carried.

11-82 Motion by C. Roberts, seconded by J. Young, to approve the following transfers:

FROM	TO	AMOUNT	REASON
OLWI	WWM	\$100.45	Vehicle Usage – Oct. – Nov. 2011
OLWI	County – General	\$54.39	Vehicle Usage – November 2011
Anaerobic Digester	Energy Billing – Checking	\$314.33	Energy Billing - October 2011
Earned Income – Rent	Energy Billing – Checking	\$951.07	Energy Billing - October 2011
Energy Billing – Checking	Energy Billing - Savings	\$713.30	Distribution Maintenance – October 2011

Carried.

4. DIGESTER REPORT

Seeler Engineering – Tim Seeler

- Discussed progress of contracts:
 - Contract #1 – Generator Supply – Waiting for final testing.
 - Contract #3 – High Voltage – Substantially completed. Noted that scheduling at Digester put on hold because of flooding in the Southern Tier of NYS. O’Connell Electric is the contractor.
 - Contract #4 – Building Electrical – Nearing completion. Not critical to startup.
 - Contract #5 – Digester Building – Substantially completed.
 - Contract #6 – Digester – Substantially completed.
 - Contract #7 – Insulators – Substantially completed. Noted that contractor hand washed surface of every tank.
 - Contract #8 – Mechanical – Nearing completion. Not critical to startup.

Blue Electron – Kamyar Zadeh

- Noted that there still is no interconnection agreement in place with NYSEG. Copies are still with attorneys. Does not expect to have in place before beginning of next month.
- Also noted that in order for Jenbacher to close contract, Digester must run at full load. Cannot run at full load without interconnection agreement.
- Start-up of systems cannot begin without interconnection agreement.
- PLC – Checking of systems is underway between GBU and the Digester.
- Preparing operation and management protocol manuals. Working with M. Riley in order to make the manual consistent with what is at the Digester.
- Currently performing quality assessment of systems.
- J. Young questioned whether the Digester could be partially started up. It was explained that in order to flare, the Digester must be heated up, therefore the generator must be run to start up. Cannot run the generator without the interconnection agreement in place.
- J. Young suggested that during operation and maintenance, samplings of product be tested. It was explained that samples of product must be done randomly and routinely as a good practice. The records must be kept on file.
- Noted that there is currently a power purchase agreement. Is currently with attorneys.
- Food Wastes – Local company is very interested and was given a tour of the site. The company is looking for a site that would be very stable to do business with that can offer a long term contract. It was agreed that they must be contracted. It was suggested that an offer be given to operate on a 30 day trial basis.
- Month to Month Cash Flow of Operations - Report is in draft form only as some contracts aren’t clear yet.
- R. Mills inquired as to the progress of the Emergency Management Plan. The outline is completed but no details yet. Planning to meet with B. Dahl of the Emergency Management Office regarding local agencies available and visit the southern Cayuga County fire departments as to what emergency plans they have in place.

5. CORRESPONDENCE

- New York Agricultural Land Trust Letter – Tom Larsen, Executive Director
- NYS Department of Agriculture and Markets Letter – Darrel Aubertine, Commissioner

6. RESOLUTIONS

11-83 Motion by J. Young, seconded by C. Roberts, to approve the following resolution for the authorization to appoint Dale Kehoe as a representative of the WAPRC Board to the District for a term of 2 years effective 1/1/2012. Carried.

11-84 Motion by R. Mills, seconded by J. Young, to approve the following resolution for the authorization to approve the 2012 Conservation Project Financial Assistance Proposal for Nuisance and Invasive Aquatic Species Control. Carried.

Discussion – The purpose of this resolution is to use \$6,000 of the Part C funds to perform a 2nd weed harvest on Owasco Lake.

11-85 Motion by J. Young, seconded by R. Mills, to approve the following resolution for the authorization to extend the Round 14 AgNP Source Abatement and Control Cayuga Lake Watershed Tier IV State Grant – Contract #C700883 for one year from 12/31/2011 to 12/31/2012. Carried.

Discussion – Farm did not start project until later in the year. Dana Chapman of Agricultural Engineering has not completed the design. Farm is asking for an extension.

11-86 Motion by J. Young, seconded by R. Mills, to approve the following resolution for the authorization to extend the Round 14 AgNP Source Abatement and Control On Farm Waste Storage for Regional Digester & Silage Storage Pad State Grant – Contract #C700881 for one year from 12/31/2011 to 12/31/2012. Carried.

Discussion – Farm requested funds, but since then has been purchased by Hourigan Farms. Requesting State Committee to allow funds to stay with farm.

11-87 Motion by J. Young, seconded by R. Mills, to approve the following resolution for the authorization to appoint Charlie 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 two year term from January 1, 2012 through December 31, 2013. Carried.

11-88 Motion by J. Young, seconded by C. Roberts, to approve the following resolution for the authorization to appoint Dale Kehoe to serve on the Cayuga County Soil & Water Conservation District Board of Directors as a member at large. This will be a two year term from January 1, 2012 through December 31, 2013. Carried.

11-89 Motion by J. Young, seconded by R. Mills, to approve the following resolution for the authorization to promote Karl Radcliff, currently an MEO, to the position of Working Foreperson to fill the vacancy left by Tom Kincaid to be effective immediately. The salary for that position will remain the same as it was budgeted for 2011. Carried.

7. REPORTS

NRCS – Katie Schor

- **Environmental Quality Incentives Program (EQIP)**
 - Annual contract reviews for all active EQIP contracts have been completed. Shannon and I have made contact with all producers to check on the status of practices scheduled for 2011 and 2012 installation. This allows us a chance to verify that the contracts are on schedule or to make changes as appropriate.
 - Payments for all cover crops installed in 2011 are in the process of being made. In total, we have 610 acres for 7 producers that have been established. As appropriate deliverables are submitted by the producers and visual checks are made by field office staff on these acres, payments will be authorized.
 - Shannon completed final construction checks on a WASCOB/UGO system. Payment will be authorized when a few finishing touches are completed by the producer and the as-builts are completed.
 - Shannon completed the layout of a stripcropping and subsurface drainage system with the assistance of Jason Cuddeback. It took them all day and would've taken a lot longer without Jason's assistance. In addition, Jason is working with Shannon to design a WASCOB and UGO system. The hours are being applied towards the SWCD's AEM grant rather than through a formal contribution agreement.
- **Agricultural Management Assistance Program (AMA)**

A final payment for 14 acres of prescribed grazing was made on a 2005 grazing contract.
- **Wetland Reserve Program (WRP)**

I met with several of my colleagues to discuss the details of a new policy, Circular 21, which requires us to physically monitor all WRP easements throughout the country. We will need to verify land control, walk all boundaries to determine if the boundary markers are still in place, and determine if the original intent of the program is still being met. This is a fairly manageable workload in Cayuga County as we only have 7 easements. But we may be asked to assist other counties within the Marcy Area once our workload has been addressed.
- **Conservation Stewardship Program (CSP)**

All contract reviews have been completed for the 2011 crop year. Producers are now in the process of gathering all documentation requirements to submit for each enhancement included in their contracts. Payments will be made as soon as our 2012 budget has been finalized.
- **Conservation Reserve Enhancement Program (CREP)**

No activity at this time.
- **HELIC/WC**
 - A field review was completed as a result of an appeal that was submitted by a producer who recently received a preliminary technical determination for a joint violation between ACOE and USDA. I was present for this review along with the NRCS State Biologist and Soil Scientist as well as the producer, his legal representation and an independent environmental consultant. The purpose of this meeting was for the producer to present additional information that we may not have had when the original determination was made. As a result of this meeting, the producer has submitted a written letter detailing maintenance activities that were completed on the ditch prior to 1985 to the present.
 - Shannon has been working with Steve Sprecher, NRCS Soil Scientist, to conduct hydric soils investigations on 13 sites as a result of 1026 requests. To date, 4 have been completed and forwarded to FSA for processing. Reports for the remaining 9 sites are in the process of being written and are scheduled to be finalized by the end

of November. This does not include the four active FSA-569 documents that are in various stages of completion.

- The Food Security Act 5% compliance reviews for Cayuga County have been completed. Thanks to John Fraser and Jason Cuddeback for their significant assistance with the field work portion of this process.

OLWI – Katie Jakaub

- **Onondaga County Septic System Inspections:**

- All inspections have been completed. No failures were observed. Mostly all homeowners were cooperative and willing to allow me access to their property.
- There were still a handful of homeowners who declined.
- 25 out of the 60 septic systems had either been recently inspected or installed so I didn't find a need to inspect those as it would be redundant to do so.

- **Monthly Report/ Task Completion List:**

- Jess's monthly report and task completion list has been fully updated and has been added to with current situations/violations that I have come across and have adapted from the old list.

- **Owasco Lake Watershed Management Council Meeting (11/15):**

- Dr. Joseph Makarewicz from SUNY Brockport presented a slideshow about "The Impact of Best Management Practices on Nutrient Loading" within the Conesus Lake watershed to the council.
- By working with a cooperative farmer, he demonstrated his team's water sampling methods and various data that linked agricultural practices to intense nutrient loading and weed growth at the mouths of several tributaries with farms upstream.
- Once management practices were implemented, there was a significant reduction in both nutrient loading and weed growth in the stream (over a 5-7 year period).
- Dr. Joe's data demonstrated that it is very possible for agriculture and a healthy watershed/drinking water supply to coincide.
- Presentation also demonstrated to the council that this is something that can very well be done within the Owasco Lake Watershed.

- Hurdles:

- Creating trusting relationship with farmers within problem sub-watersheds
- Funding

District Field Manager – Doug Kierst

- Emerson Park Project – Installation of water line completed. Still have a couple of tests to do.
- Bio-Retention Project – Will be starting up in spring of 2012.
- IDA Project – New road currently under construction. Will be assisting County Highway Dept. with other portions of the project.
- Hydroseeding – Have requests from the Towns of Moravia and Niles.
- Hydraulic Shears – Currently shearing wood debris.
- R. Mills inquired as to billing process of projects. Was explained that billing occurs at intervals of the project and when project is done depending on the size of the job.
- Ag Museum – R. Mills noted that the grand opening is scheduled for this Friday, November 18th at 3:00 p.m. It will be a ribbon cutting ceremony.

Executive Director – Ron Podolak

- County Ways and Means Committee Budget Meeting, Tuesday, November 15th – Ron read a statement as to how the SWCD uses county appropriations to leverage money through state and federal grants. The District budget was cut \$50,000.00. A further cut of \$45,000.00 was motioned but received no support. It was noted that all County Depts. sustained cuts across the board. Final vote on the County budget will be in December.
- Fllowpa Offices – Showed an interest in locating on the District campus. A bid was put in, but came in 2nd.
- Tour of the Digester facilities given to USDA and Jerry Bengal of the National Milk Producers Association. They are very interested in the separation process. An agreement could possibly be reached whereas the NMPA would finance the equipment. District could possibly lease to own. In exchange a percentage of what is sold would be paid back to them.
- Noted that a grant may be available from NYS DEC for solid waste.
- Also noted that a grant may be available from NYSERDA for two different projects, separating and composting.
- Received funds of \$400,000.00 from the NYSERDA grant.
- Discussed FGM-MM account monies transferred to the Digester Project. Must be paid back as is GASB45 funds for retirement benefits.
- Brutus Waterline Project – Project is funded by federal government therefore must be bid out, possibly by Water and Sewer Authority. District will assist Water and Sewer with project under an intermunicipal agreement. District was asked to help with survey.
- Was noted that all intermunicipal agreements should be reviewed and updated at the beginning of the year.

11-90 Motion by R. Mills, seconded by J. Young, to approve the following resolution for the authorization to allow the Executive Director to sign an updated Intermunicipal Agreement with the Village of Weedsport. Carried.

Ray Lockwood - Noted that he is disgusted that county legislators supported cuts that were made to the SWCD budget. Feels that the responsibility for program services not performed should fall to the county legislature.

Ray Lockwood – Stated that the evaluations completed for the Executive Director should be completed and turned in to him before the next meeting.

8. ADJOURNMENT: 11:49 a.m. ***Motion by C. Roberts, seconded by R. Mills.***

9. NEXT MEETING: Wednesday, December 14, 2011 at 10:00 a.m.