

# MINUTES

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

December 14, 2011

10:00 A.M.

## 1. ROLL CALL:

<u>Directors</u>		<u>Staff</u>	<u>OLWI</u>	<u>Blue Electron</u>
D. Kehoe	P. Pinckney	R. Podolak	K. Jakaub	K. Zadeh
R. Lockwood	C. Roberts	D. Kierst		
R. Mills	J. Young	S. Huey	<u>The Citizen</u>	
S. Nemec		M. Riley	J. Murphy	
		W. Jakaub		

## 2. MINUTES – Approval of meeting minutes for meeting of November 16<sup>th</sup>, 2011.

*Motion by R. Mills, seconded by J. Young. Carried.*

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

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

-Approval of accounts payable (see tab)

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

*Discussion – J. Young inquired as to why Time Warner was chosen as the internet provider for the Digester office building. K. Zadeh stated that Time Warner is the only provider available to service the building.*

*11-91 Motion by J. Young, seconded by S. Nemec, to approve the following transfers:*

FROM	TO	AMOUNT	REASON
OLWI	Cty-General	\$56.62	Vehicle Usage – Nov. 2011
OLWI	EI-WWM	7.22	Vehicle Usage – Nov. 2011
OLWI	Cty-General	\$22.52	Postage Reimb. – March 15 <sup>th</sup> to Nov. 14, 2011
Anaerobic Digester	Cty – General	\$1.88	Postage Reimb. – March 15 <sup>th</sup> to Nov. 14, 2011

*Carried.*

## 4. CORRESPONDENCE

- Senator Michael Nozzolio – Interconnection Agreement. It was suggested that a thank you letter be sent to Senator Nozzolio’s office.

## 5. RESOLUTIONS

*11-92 Motion by R. Mills, seconded by J. Young, to approve the following resolution for the authorization to appoint a representative of the Cayuga County Grange to serve on the Cayuga County Soil & Water Conservation District Board of Directors for a three year term from January 1, 2012 through December 31, 2014. Carried.*

*11-93 Motion by R. Mills, seconded by J. Young, to approve the following resolution for the authorization to appoint a member at large to serve on the Cayuga County Soil & Water Conservation District Board of Directors for a three year term from January 1, 2012 through December 31, 2014. Carried.*

*11-94 Motion by J. Young, seconded by S. Nemeč, to approve the following resolution for the authorization to appoint Katie Jakaub to the position of Owasco Lake Watershed Inspector, currently an Owasco Lake Watershed Assistant to fill the vacancy left by Jessica Reinhart to be effective December 19th. This will be a full time provisional appointment with benefits at a salary of \$37,000.00. Carried.*

*11-95 Motion by D. Kehoe, seconded by C. Roberts, to approve the following resolution for the authorization to pay Kathy Thode the amount of \$3,690.40 from Round 16 Mid-Owasco Lake Prescribed Grazing State Grant Account for the completion of an animal trail and walkway project. Carried. J. Young Abstained.*

*11-96 Motion by J. Young, seconded by D. Kehoe, to approve the following resolution for the authorization to approve the completed 2011 Annual Work Plan as presented.*

*Discussion - J. Young would like to suggest format changes for the 2012 Annual Work Plan to be discussed when the 2012 Plan is presented.*

*R. Mills highly recommended the Executive Director present the Annual Work Plan at the Planning Committee meeting so as to make the Legislature aware of the accomplishments of the District. The District should be represented at every Planning Committee meeting.*

*11-97 Motion by D. Kehoe, seconded by C. Roberts, to approve the following resolution for the authorization to allow the Chairman of the Board, Raymond Lockwood Jr., to attend the NACD Annual National Meeting at Las Vegas, Nevada on January 29, to February 1, 2012. Travel will be in accordance with the District travel policy. Carried.*

## 6. REPORTS

### **Chairman, Raymond Lockwood**

- Inquired as to the progress of the evaluations of the Executive Director. Asked that the evaluations be completed and turned in to him as soon as possible.

### **Watershed Program Manager – Sandy Huey**

- Distributed report. Report explains the Digester Project financial grants received and how the funds were dispersed. The report lists the current account balance, grant funds to be received, amount needed to finish the project, accounts to be reimbursed and remaining balance.

- The GIGP retainage – John W. Danforth & Company is the outstanding contract that is holding up the funds.
- The Force Account is the work done by the District and the materials purchased to complete the work.
- The operating costs (utilities, truck lease payments) are currently being paid out of the construction budget.
- Start up of the Digester is expected very soon. Revenue expected from sale of electric and food wastes revenues at the end of next month.

P. Pinckney arrived at 10:26 a.m.

### **Digester – Michael Riley**

- District staff was informed in October that the District was to provide freeze protection for piping, valves and airlines. No conduits were installed for heat runs. Purchased foam insulation of R10 to R15. Built shelters for ice and snow protection.
- Heating Loops – filled with glycol. Must buy and install insulation as heating loss is occurring. District will do in-house.
- No convenience electrical outlets were installed. Currently running extension cords. Issue is being addressed.
- Housekeeping tasks are being performed.
- Garage doors were never wired up. The District will do in-house. A. Noga will wire in circuits.
- Delivery tankers and trucks were on site early. Needed for testing purposes on commissioning process.
- John Hourigan has contacted the District as to the status of the Digester startup. Reported that Hourigan Farms and Whitcomb Farms are ready for start up.

R. Lockwood left at 10:48 a.m.

### **Blue Electron – Kamyar Zadeh**

- Distributed report from Seeler Engineering.
- Distributed report from Blue Electron.
- Interconnection agreement is signed.
- Genset start up is being scheduled. Jenbacher technician needed to return to assist with start up. Transporting of manure will then begin.
- Milestones reported:
  - Producing electricity to sell
  - Transportation begins
  - Delivery of food wastes at \$20.00/ton
  - Monitoring plan detail to receive grant money
  - Carbon credits – Will be meeting with 3<sup>rd</sup> party to confirm pricing
  - Have acquired possible \$87,000.00 of savings of heat costs to Public Safety Complex
  - R. Podolak will be meeting with brown grease haulers to discuss contracts

S. Huey left at 11:05 a.m.

D. Kierst arrived at 11:10 a.m.

## **NRCS – Katie Schor**

- **Environmental Quality Incentives Program (EQIP)**  
Payments were processed for a number of practices this month, including a manure transfer system (designed & certified by a TSP), 300 acres of cover crops, 1 WASCORB, and 400' of subsurface drainage.
- **Agricultural Management Assistance Program (AMA)**  
No activity at this time.
- **Wetland Reserve Program (WRP)**  
All required monitoring for 7 easements in Cayuga County has been completed, as per the Circular 21 policy. Steve Stroka, Marcy Area Biologist, is in the process of completing a Quality Assurance review on one of these easements. Any necessary changes required by his review will be completed prior to entry into the NEST tool.
- **Conservation Stewardship Program (CSP)**  
All contract reviews have been completed for the 2011 crop year. A total of 3 producers requested to receive payment prior to December 31, 2011. These payments, which represent approximately \$66,000 in cost share assistance, have been processed.
- **Conservation Reserve Enhancement Program (CREP)**  
No activity at this time.
- **HELIC/WC**
  - As a result of a field review conducted in November, I have received a written letter from a producer detailing maintenance activities that were completed on the ditch prior to 1985 to the present. This letter provides sufficient evidence to warrant the removal of this area from the original violation acreage. As a result, a scope and effect was completed by Steve Sprecher, NRCS Soil Scientist, to determine the exact zone of influence of the ditch in question. A final determination is in the process of being completed and will be mailed to the producer by the State Conservationist.
  - All AD-1026's have been processed to date. We are officially caught up with this workload. 4 FSA-569's are in various stages of completion.

## **OLWI – Katie Jakaub**

- **Agricultural Environmental Management:**  
Have been working closely with Grazing Specialist, Jason Cuddeback on education and outreach with farms within the watershed. Jason has also been mentoring me on the AEM program, and everything it involves from understanding each tier and their details to updating time logs.  
  
Jason and I have made several visits to farms within the watershed. I assisted him with an as-built survey for the \_\_\_\_ farm in Moravia. Jason came with me on a farm visit in Locke to discuss with the farmer several funding opportunities he may be eligible for. He and I have also been collaborating on finding farms within the watershed who stand out in terms of funding needs.
- **Skaneateles Lake Watershed**
  - Attended the Skaneateles Lake Watershed Agricultural Program on 12/8/2011.
  - Visited with Rich Abbott on Monday (12/12/11). He took me on a tour through the entire watershed and showed me many of the projects he and his staff have been working on/ completed.

- Interactive GIS software
  - Complete database of every single property within the watershed. Lists the homeowner, tax-ID, how old the house is, how many bedrooms/ residents, date the septic was installed, what type of system it is, any problems it has had in the past, latest date it was pumped, etc...
  - Ability “problem” properties which may have issues currently or consecutively in the past with their septic systems.
- **Halfman presentation:**
  - Dr. John Halfman presented a summary his results of his Owasco Lake and tributary work.
  - Main point: Stabilize soil, reduce runoff.
  - Groton Waste Water Treatment Plant: Exceeded their SPDES permit (State Pollutant Discharge Elimination System) of being allowed to discharge 2Kg of phosphates per day into the Owasco Inlet. Instead, they were discharging double what they were supposed to be (4Kg).
  - OLWMQ is currently in the process of drafting a letter to Senator Nozzolio.
- **Seasonal Inspectors**
  - Seasonals will be hired for a 12 week stint in the Spring (March to May).

**District Field Manager – Doug Kierst**

- Emerson Park Waterline Project – Finished waterline installation including conducting water tests.
- IDA Road Project – Continuing on building road, weather permitting.
- Tubgrinder – Currently in Broome County helping with cleanup from hurricane damage. Grinding stumps blocking creekbeds. Hydraulic shears also on site to break down larger stumps. Will continue to be on site this week and next.
- Conservation Mowing – Currently mowing in Town of Niles.
- P. Pinckney inquired as to how far the IDA road project will be completed this season. Will get a solid crusher run base. Vitale Company is installing waterline and sewer line. The District may be able to finish road base after utilities are in and weather permitting.

**Executive Director – Ron Podolak**

- Received e-mail from State Committee for grant funding for Divisions 3 & 5 to fund position to assist with AEM work. The District will apply for funding.

**7. ADJOURNMENT:** 11:38 a.m. *Motion by S. Nemec, seconded by P. Pinckney.*

**8. NEXT MEETING:** Wednesday, January 11, 2011 at 10:00 a.m.