

AGENDA
Regular meeting of the BOD Tompkins County SWCD
January 30, 2019, 1:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 1:00 Meeting called to order
- 1:00–1:02 Additions/changes to the Agenda
- 1:02-1:05 Approval of December 2018 Regular Meeting Minutes
- 1:05-1:10 Privilege of the Floor – Members of the Public*
- 1:10-1:25 Reports of other agencies
NYS SWCC Report, NRCS, NYACD
- 1:25-1:40 Financial Report – December
- 1:40-1:50 January Vouchers
CPESC Renewal – Angel Hinickle
- 1:50-1:55 Staff/Project Reports
Paul Gier, Angel Hinickle, Clifford Love (written)
- 1:55-2:55 Organizational Meeting
- Election of Officers
 - Committee Appointments/Schedules – Finance, Personnel & Safety
 - Resolution 2019-1 - Board Meeting Schedules
 - Policy Review –
 - Resolution 2019-2 – Adoption of Fiscal Policies
 - Resolution 2019-3 – Adoption of Employee Handbook
 - Resolution 2019-4 – Adoption of Tompkins County Public Access to Records Policy & TCSWCD Subject Matter List
 - Resolution 2019-5 – Adoption of Records Retention Policy
 - Resolution 2019-6 – Adoption of Director Attendance Policy
 - Resolution 2019-7 – Adoption of Bio-Security Policy
 - Resolution 2019-8 - Official Bank Designation
 - Resolution 2019-9 - Official Newspaper Designation
 - Resolution 2019-10 - Adoption of 2019 Holiday Schedule
 - Resolution 2019-11 – Payroll Certification
 - Resolution 2019-12 - Rates for Services
 - Resolution 2019-13 – Appointment of Secretary/Assistant Treasurer
- 2:55-3:10 Old Business
- 3:10-3:30 New Business
- Resolution 2019-14 – Adoption of 2015-2019 Tompkins County AEM Strategic Plan
 - Resolution 2019-15 - Entering into a Contract Agreement with Tompkins County for Services to the County with reimbursement of \$246,974.00
 - Resolution 2019-16 - Entering into Contract Agreements with the Town of Danby, Newfield, Ulysses, Caroline and the Town of Ithaca for Stormwater Technical Services
 - Resolution 2019-17 – Insurance Policy Renewal
 - Resolution 2018-45 – AMENDED - Approval of 2019 Budget
 - Resolution 2019-18 – Shared Service Agreement for Equipment, Materials

Announcements/Meetings:

Next Meeting Date: February 11, 2019
Privilege of the Floor is limited to 3 minutes/person

AGENDA
Regular meeting of the BOD Tompkins County SWCD
February 11, 2019, 1:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 1:00 Meeting called to order
- 1:00–1:02 Additions/changes to the Agenda
- 1:02-1:10 Approval of January, 2019 Minutes
- 1:10-1:15 Privilege of the Floor – Members of the Public*
- 1:15-1:30 Reports of other agencies
 NYS SWCC Report, NRCS
- 1:30-1:40 Financial Report – January
- 1:40-1:50 February Vouchers
 NYACD Membership & NACD Membership, 2019, NYS Debt Repayment
- 1:50-2:00 Staff/Project Reports
 Paul Gier, Angel Hinickle, Cliff Love
- 2:00-2:15 Old Business
- Resolution 2019-16 – Entering into a Contract Agreements with the Town of Caroline, Danby, Newfield, and Ulysses for Stormwater Technical Services for year 2019
 - Resolution 2019-18 Shared Service Agreement for Equipment, Materials
- 2:15-2:35 New Business
- Resolution 2019-19 – Approval of submission to NYS Ag and Markets the Annual Report of the Treasurer, State Aid (Part A, Part B, Part C), Annual Activity Report and Hourly Rates for Grants reports for 2018
 - Resolution 2019-20 - Entering into Contract with Oswego County SWCD for FLOWPA 18-19 Contract
 - Resolution 2019-21 – Entering into Contract with NYS Ag & Markets through the CAFO Waste Storage and Transfer System Program for implementation of a Waste Storage and Transfer System on Millbrook Farms, LLC, Dryden, NY
 - Resolution 2019-22 – Entering into a Service Agreement with the Tompkins County Stormwater Coalition
- 2:35-3:00 Executive Session – To discuss staff salaries

Announcements/Meetings:

Next Meeting Date: March 11, 2019

Privilege of the Floor is limited to 3 minutes/person

AGENDA
Regular meeting of the BOD Tompkins County SWCD
March 18, 2019, 1:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 1:00 Meeting called to order
- 1:00–1:02 Additions/changes to the Agenda
- 1:02-1:10 Approval of February 2019 Minutes
- 1:10-1:15 Privilege of the Floor – Members of the Public*
- 1:15-1:30 Reports of other agencies
 NYS SWCC Report, NRCS
- 1:30-1:40 Financial Report – February
- 1:40-1:50 March Vouchers
- 1:50-2:00 Staff/Project Reports
 Paul Gier, Angel Hinickle, Cliff Love
- 2:00-2:10 Cooperator Agreements
 The Meadows, Newfield NY – Streambank Erosion Control Measures
- 2:10-2:12 Old Business
 None
- 2:12-2:30 New Business
- Resolution 2019-23 – Entering into contract agreement with NYSDEC for stormwater mapping
 - Resolution 2019-24 – Approval of no-cost time extension for FLOWPA FWS ANS FY16
 - Resolution 2019-25 - Approval of filling vacancy for Seasonal Workers
 - Resolution 2019-26 - Approval of Conservation Aide job description and filling vacancy
- 2:30-3:00 Executive Session – To discuss salary improvements

Announcements/Meetings:

Next Meeting Date: April 8, 2019

Privilege of the Floor is limited to 3 minutes/person

AGENDA
Special meeting of the BOD Tompkins County SWCD
April 15, 2019, 2:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 2:00 Meeting called to order
- 2:00–12:01 Additions/changes to the Agenda
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- 2:01-2:02 Old Business
 None
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- 2:01-2:15 New Business
- RESOLUTION 2019-28- Authorization to apply for CAFO Waste Storage Transfer System Program for Cook Farms
 - RESOLUTION 2019-29- Authorization to apply for Climate Resiliency Farming grant for Shelterbelt Farms

AGENDA
Regular meeting of the BOD Tompkins County SWCD
May 13, 2019, 1:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 1:00 Meeting called to order
- 1:00–1:02 Additions/changes to the Agenda
- 1:02-1:10 Approval of March 2019 Minutes and April Special Meeting Minutes
- 1:10-1:15 Privilege of the Floor – Members of the Public*
- 1:15-1:30 Reports of other agencies
 NYS SWCC Report, NRCS, NYACD
- 1:30-1:40 Financial Report – March & April
- 1:40-1:50 May Vouchers
 Soil and Water Conservation Society Membership – Credit Card Payment
- 1:50-2:00 Staff/Project Reports
 Paul Gier, Angel Hinickle, Cliff Love
- 2:00-2:05 Cooperator Agreements
- 2:05-2:10 Old Business
 RESOLUTION 2019-24 - Approval of no-cost time extension for FLOWPA FWS ANS FY16
- 2:10-2:20 New Business
 RESOLUTION 2019-30 – Authorizing participation in the Agricultural Nonpoint Source
 Abatement and Control Program, Round 25
 RESOLUTION 2019-31 - Entering into contract agreement for Hydroseeding Materials
 Hydrilla Plant Monitoring RFP/Contract Discussion
- 2:20-3:00 Executive Session – To review employment applicants & position vacancies

Announcements/Meetings:

Next Meeting Date: June 10, 2019

Privilege of the Floor is limited to 3 minutes/person

Department of Justice
Federal Bureau of Investigation
Washington, D.C. 20535

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AGENDA
Regular meeting of the BOD Tompkins County SWCD
June 10, 2019, 11:00 AM
170 Bostwick Road, Ithaca, NY 14850

- 11:00 Meeting called to order
- 1:10–11:02 Additions/changes to the Agenda
- 11:02-11:10 Approval of May 2019 Minutes
- 11:10-11:15 Privilege of the Floor – Members of the Public*
- 11:15-11:30 Reports of other agencies
 NYS SWCC Report, NRCS, NYACD
- 11:30-11:40 Financial Report – May
- 11:40-11:50 June Vouchers
 Smart Draft Suite, and HEC-RAS Tools – Individual License – Yearly Subscription Quote
 PO #138 – Seaweed Mat Systems
 PO #139 – Waypoint Technologies
- 11:50-12:00 Staff/Project Reports
 Paul Gier, Angel Hinickle
- 12:00-12:05 Cooperator Agreements
- 12:05-12:10 Old Business
 RESOLUTION 2019-30 – Authorizing participation in the Agricultural Nonpoint Source
 Abatement and Control Program, Round 25
 Cayuga Lake Watershed Hydrilla Plant Community Monitoring Proposal Award
- 12:10-1:00 New Business
 P.J. Emerick, NYS SWCC, Training Presentation – District Director Responsibilities

Announcements/Meetings:

Next Meeting Date: July 8, 2019

Privilege of the Floor is limited to 3 minutes/person

AGENDA
Regular meeting of the BOD Tompkins County SWCD
July 8, 2019, 11:00 AM
170 Bostwick Road, Ithaca, NY 14850

- 11:00 Meeting called to order
- 1:10–11:02 Additions/changes to the Agenda
- 11:02-11:10 Approval of June 2019 Minutes
- 11:10-11:15 Privilege of the Floor – Members of the Public*
- 11:15-11:30 Reports of other agencies
 NYS SWCC Report, NRCS, NYACD
- 11:30-11:40 Financial Report – June
- 11:40-11:50 July Vouchers
 ESRI Quotation Q-390603
 Waypoint Technology Technical Support Program Proposal - Renewal
- 11:50-12:00 Staff/Project Reports
 Introduction of Abby Hogan
 Paul Gier, Angel Hinickle (written)
- 12:00-12:05 Cooperator Agreements
 Caroline Covered Barnyard
 Groton Gutters and Roof Water Management
 Groton Manure Storage Structure
- 12:05-12:10 Old Business
 RESOLUTION 2019-30 – Authorizing participation in the Agricultural Nonpoint Source
 Abatement and Control Program, Round 25
- 12:10-1:00 New Business
 RESOLUTION 2019-32-Hydrilla Plant Community Monitoring Contract Approval
 RESOLUTION 2019-33-Entering into Contract with NYS Ag and Markets for AEM Base
 Funding Contract T012064
 RESOLUTION 2019-34-Approval and adoption of DRAFT TCSWCD 2020 Operating,
 Program and Grant Budget
 RESOLUTION 2019-35-Entering into Contract with Upper Susquehanna Coalition/Tioga
 County SWCD under the NYSDEC implementation of Cover Crops Project
 RESOLUTION 2019-36-Authorization to apply for WQIP funding through CFA
 RESOLUTION 2019-37-Entering into a one-year contract with the Community Science
 Institute to monitor water quality for watersheds draining into the south end of
 Cayuga Lake
 Fish and Wildlife Service ANS FY16 discussion

Announcements/Meetings:

Next Meeting Date: August 12, 2019
Privilege of the Floor is limited to 3 minutes/person

CLAWSON, JOHN DEAN
1910-1911
1912-1913

Year	Amount	Description
1910-1911	100.00	...
1911-1912	200.00	...
1912-1913	300.00	...
1913-1914	400.00	...
1914-1915	500.00	...
1915-1916	600.00	...
1916-1917	700.00	...
1917-1918	800.00	...
1918-1919	900.00	...
1919-1920	1000.00	...
1920-1921	1100.00	...
1921-1922	1200.00	...
1922-1923	1300.00	...
1923-1924	1400.00	...
1924-1925	1500.00	...
1925-1926	1600.00	...
1926-1927	1700.00	...
1927-1928	1800.00	...
1928-1929	1900.00	...
1929-1930	2000.00	...
1930-1931	2100.00	...
1931-1932	2200.00	...
1932-1933	2300.00	...
1933-1934	2400.00	...
1934-1935	2500.00	...
1935-1936	2600.00	...
1936-1937	2700.00	...
1937-1938	2800.00	...
1938-1939	2900.00	...
1939-1940	3000.00	...
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1992-1993	8300.00	...
1993-1994	8400.00	...
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2006-2007	9700.00	...
2007-2008	9800.00	...
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AGENDA
Regular meeting of the BOD Tompkins County SWCD
August 12, 2019, 11:00 AM
170 Bostwick Road, Ithaca, NY 14850

- 11:00 Meeting called to order
- 1:10–11:02 Additions/changes to the Agenda
- 11:02-11:10 Approval of July 2019 Minutes
- 11:10-11:15 Privilege of the Floor – Members of the Public*
- 11:15-11:30 Reports of other agencies
 NYS SWCC Report, NRCS, NYACD
 Colleen Stannard, Insero & Co. CPA’s, LLP, 2018 Audit Review
- 11:30-11:40 Financial Report – July

 Open Two Additional Bank Accounts – AEM & Cook
- 11:40-11:50 August Vouchers

 iSpring Solutions Training Automation
- 11:50-12:00 Staff/Project Reports

 Paul Gier, Angel Hinickle, Abby Hogan (written)
- 12:00-12:05 Cooperator Agreements

 Stream Design & Permitting for Moving a Transverse Bar
- 12:05-12:10 Old Business
- 12:10-1:00 New Business

 NYACD Resolution Submittal Form – 2019 SWCD District Law Investment Options
 Sexual Harassment Prevention Training

Announcements/Meetings:

Next Meeting Date: September 9, 2019

Privilege of the Floor is limited to 3 minutes/person

AGENDA
Regular meeting of the BOD Tompkins County SWCD
September 9, 2019, 11:00 AM
170 Bostwick Road, Ithaca, NY 14850

- 11:00 Meeting called to order
- 11:10-11:02 Additions/changes to the Agenda
- 11:02-11:10 Approval of August 2019 Minutes
- 11:10-11:15 Privilege of the Floor – Members of the Public*
- 11:15-11:30 Reports of other agencies
 NYS SWCC Report, NRCS, NYACD
- 11:30-11:40 Financial Report – August
- 11:40-11:50 September Vouchers
- 11:50-12:00 Staff/Project Reports

 Paul Gier, Angel Hinickle, Abby Hogan (written)
- 12:00-12:05 Cooperator Agreements
- 12:05-12:10 Old Business

 NYACD Resolution Submittal Form - 2019 SWCD District Law Investment Options
- 12:10-1:00 New Business

 NYACD Resolution Submittal Form - NYS Law - NYSDEC Beneficial Use - Waste Tire
 NYACD Resolution Submittal Form – NYS Sexual Harassment Prevention Training Module
 RESOLUTION 2019-16 AMENDED – Entering into a Service Agreement with the Towns of
 Caroline, Danby, Newfield, Lansing, and Ulysses for Stormwater Technical Services
 RESOLUTION 2019-40 – Entering into contract with the Groton Elementary School
 RESOLUTION 2019-41 - Approval of 2020-2021 FLOWPA Workplan for Tompkins
 County.
 RESOLUTION 2019-42 - Entering into sub-agreement with CCE for Stormwater Mapping

Announcements/Meetings:

Next Meeting Date: October 14, 2019 (Reschedule due to holiday)

Privilege of the Floor is limited to 3 minutes/person

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AGENDA
Regular meeting of the BOD Tompkins County SWCD
October 21, 2019, 11:00 AM
170 Bostwick Road, Ithaca, NY 14850

- 11:00 Meeting called to order
- 11:00–11:02 Additions/changes to the Agenda
- 11:02-11:08 Welcome Callan Space
- 11:08-11:11 Approval of September 2019 Minutes
- 11:11-11:15 Privilege of the Floor – Members of the Public*
- 11:15-11:30 Reports of other agencies
 NYS SWCC Report, NRCS, NYACD
- 11:30-11:40 Financial Report – September
 Performance Measures Update
- 11:40-11:50 October Vouchers
 Wildland Hydrology RMA Level II Course
 NY Farm Bureau Membership Renewal
 National Association of Conservation Districts Renewal
- 11:50-12:00 Staff/Project Reports
 Paul Gier, Angel Hinickle, Abby Hogan
- 12:00-12:05 Cooperator Agreements
- 12:05-12:10 Old Business
- 12:10-1:00 New Business

 RESOLUTION 2019-43 - Entering into contract with Tompkins County for 2019
 conservation project activities
 RESOLUTION 2019-44 - Approval of use of \$6,000 under NYS District Law, Part B,
 funding agreement
 RESOLUTION 2019-45 - Authorization to participate in AEM Base Program, Year 16
 RESOLUTION 2019-46 - Adoption of 2020 Annual Plan of Work
 RESOLUTION 2019-47 - Approval of 2019-2020 FLOWPA Workplan
 NRCS NY Memoranda of Agreement Discussion

Announcements/Meetings:

Next Meeting Date: November 18, 2019

Privilege of the Floor is limited to 3 minutes/person

AGENDA
Regular meeting of the BOD Tompkins County SWCD
November 18, 2019, 11:00 AM
170 Bostwick Road, Ithaca, NY 14850

- 11:00 Meeting called to order
11:00–11:04 Additions/changes to the Agenda
- 11:04-11:07 Approval of September 2019 Minutes
11:07-11:11 Approval of October 2019 Minutes
- 11:11-11:15 Privilege of the Floor – Members of the Public*
- 11:15-11:30 Reports of other agencies
 NYS SWCC, NRCS, NYACD
- 11:30-11:40 Financial Report – October
- 11:40-11:50 November Vouchers
 2020 Labor Law Poster - \$29.95
 Conservation Services, Inc.
 Replace buried Property Pin at Parcel Number 14.4-1-9.2 for Denny Hubbell at a cost of
 \$150.00
- 11:50-12:00 Staff/Project Reports
 Paul Gier, Angel Hinickle, Abby Hogan
- 12:00-12:05 Cooperator Agreements
- 12:05-12:10 Old Business
 None
- 12:10-1:00 New Business
 RESOLUTION 2019-48 – Entering into MOU with USC for conservation and improvement
 of natural resources on a watershed basis
 RESOLUTION 2019-35 – AMENDED - Entering into MOU with USC & Tioga SWCD for
 NYSDEC Cover Crop Project
 Approval of a thank you letter to Tompkins County for their support of an additional
 Engineer position

Announcements/Meetings:

Next Meeting Date: December 9, 2019

Privilege of the Floor is limited to 3 minutes/person

1. The first part of the document is a list of names and titles, including 'Mr. J. H. ...' and 'Mr. ...'.

2. The second part of the document is a list of names and titles, including 'Mr. ...' and 'Mr. ...'.

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AGENDA
Regular meeting of the BOD Tompkins County SWCD
December 9, 2019, 11:00 AM
170 Bostwick Road, Ithaca, NY 14850

- 11:00 Meeting called to order
11:00–11:04 Additions/changes to the Agenda
- 11:04-11:11 Approval of November 2019 Minutes
- 11:11-11:15 Privilege of the Floor – Members of the Public*
- 11:15-11:30 Reports of other agencies
 NYS SWCC Report
 Eric Toftegaard, Tompkins Insurance Agencies
 David Mortensen, NRCS
- 11:30-11:40 Financial Report – November
- 11:40-11:50 December Vouchers
- 11:50-12:00 Staff/Project Reports
 Paul Gier, Angel Hinickle, Abby Hogan
- 12:00-12:05 Cooperator Agreements
- 12:05-12:10 Old Business
 Approval of NRCS NY Memoranda of Agreement
 RESOLUTION 2019-34 – AMENDED - Approval of 2020 Budget
- 12:10-1:00 New Business
 RESOLUTION 2019-49 – Adoption of 2020 Holiday Schedule
 RESOLUTION 2019-50 – Adoption of 2020 Meeting Schedule
 RESOLUTION 2019-51 – Payroll Certification of employee wages
 RESOLUTION 2019-52 - Entering into Contract with Tompkins County for Stream
 Corridor and Flood Hazard Mitigation Program Plan Project
 RESOLUTION 2019-53 – Approval of updated Water Resource Engineer job description
 and filling vacancy

Announcements/Meetings:

Next Meeting Date: January 13, 2020 - Happy New Year!

Privilege of the Floor is limited to 3 minutes/person

Minutes

Annual Organizational Meeting of the Board of Directors - Tompkins County SWCD
January 30, 2019
170 Bostwick Road, Ithaca, NY 14850

Present: Aaron Ristow, Alan Teeter, Deborah Dawson (Directors)

Staff: Jon Negley, Kym Jackson

Agencies: Pat Barry, NRCS, Eric Toftegaard, Tompkins Insurance Agencies

A Ristow, Chairman, called the meeting called to order at 1:05pm. A quorum was present.

There were no additions to the Agenda. A. Teeter moved to approve minutes of the December 2018 Regular Board Meeting. Seconded by Aaron Ristow. No discussion. All in favor. Carried.

Agency Reports

D. Dawson reported she is the new Chair of the Planning, Energy & Environmental Quality Committee. She invited TCSWCD to participate with the Committee and become more involved with agricultural planning. The Committee meets the 4th Monday of the month. TCSWCD looks forward to attending a meeting and possibly collaborating with the Committee.

P. Barry arrived at 1:09pm. He advised the NRCS office was still open during the Government Furlough. Although, there is now a lag time for contracts as IT and Contractors were still affected by the shut-down. Should there be another shut-down in February, the office has enough funds to operate for two weeks. P. Barry then reviewed his written report and it is attached.

J. Negley reviewed the NYS SWCC report and it is attached. J. Negley and K. Jackson have been working on the State Aid Annual Reports and will present them to the Board at the February 11th meeting for their approval. J. Negley attended the Manager's Conference and will share the PowerPoint Presentations with any Board Members who are interested.

J. Negley reviewed the NYACD letter and let the Board know he will be participating in the Legislature Days in March and invited the Board to accompany him.

Financial Report

A Teeter moved to approve the financial reports as presented. D. Dawson seconded. J. Negley and K. Jackson reviewed year end reports. The Board discussed Hydrilla eradication and its expense, future, and public knowledge. A vote was taken and all were in favor. Carried.

January Vouchers

A Teeter moved to approve the January vouchers as presented. D. Dawson seconded. No discussion. A vote was taken and all were in favor. Carried.

Staff Reports

P. Gier and C. Love provided written staff reports to the Board and they are attached.

P. Barry departed at 1:43pm.

Organizational Business

A. Ristow opened the floor for Slate of Officers. D. Dawson recommended Slate of Officers as they stand for consideration...Aaron Ristow as Chair, Alan Teeter as Vice Chair, Dave McKenna as Treasurer. A. Teeter moved to elect the Officer positions as recommended. A. Ristow seconded. Nomination closed at 1:46pm. No Discussion. Carried.

D. Dawson moved to select the Committee appointments. A. Teeter seconded. The Finance Committee will remain unchanged from 2018 with D. McKenna and A. Teeter being appointed. The Personnel Committee will be A. Ristow and D. Dawson being appointed. A. Teeter will be appointed to the Safety Committee. J. Negley will participate in all

of the committees and K. Jackson will participate in the Safety Committee. J. Negley was thinking about forming a Strategic Plan Committee. However, the Board chose to look at the various components of a Strategic Plan during regular Board Meetings over 2019. A vote was taken and all were in favor. Carried.

Eric Toftegaard, Tompkins Insurance Agencies arrived at 1:47pm.

New Business

RESOLUTION 2019-17 – Insurance Policy Renewal. D. Dawson made the motion to approve. A. Teeter seconded. E. Toftegaard reviewed the renewal coverage and new coverage for data compromise and cyber security. The Board discussed TCSWCD's exposure on site and in the field and how coverage by the County is not complete. Funds will be set aside to meet possible deduction allowances. D. Dawson moved to include the additional coverage at an additional premium of \$2,480.00. A. Teeter seconded. All in favor. Carried.

Organizational Business (Continued)

RESOLUTION 2019-1 – Board Meeting Schedules. D. Dawson made the motion to approve. A. Teeter seconded. The Board Meetings will remain the 2nd Monday of the month; however, the time of 1:00pm for the meeting time was changed to 11:00am. A vote was taken and all were in favor. Carried.

RESOLUTION 2019-2 – Adoption of Fiscal Policies. A. Teeter made the motion to approve. D. Dawson seconded. The majority of changes were made to page 15 to the Procurement section. No discussion. A vote was taken and all were in favor. Carried.

RESOLUTION 2019-3 – Adoption of Employee Handbook. D. Dawson made the motion to approve. A. Teeter seconded. Changes were made to include additional language for the new Sexual Harassment laws. A vote was taken and all were in favor. Carried.

RESOLUTION 2019-4 – Adoption of Tompkins County Public Access to Records Policy & TCSWCD Subject Matter List. A. Teeter made the motion to approve. D. Dawson seconded. A vote was taken and all were in favor. Carried.

RESOLUTION 2019-5 – Adoption of Records Retention Policy. A. Teeter made the motion to approve. D. Dawson seconded. J. Negley was appointed the Records Retention Manager. A vote was taken and all were in favor. Carried.

RESOLUTION 2019-6 – Update of Director Attendance Policy. A. Teeter made the motion to approve. D. Dawson seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-7 – Update of Bio-Security Policy. A. Teeter made the motion to approve. D. Dawson seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-8 – Official Bank Designation. D. Dawson made the motion to approve. A. Teeter seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-9 – Official Newspaper Designation. D. Dawson made the motion to approve. A. Teeter seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-10 – Adoption of 2019 Holiday Schedule. D. Dawson made the motion to approve. A. Teeter seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-11 – Payroll Certification. D. Dawson made the motion to approve. A. Teeter seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-12 – Rates for Services. D. Dawson made the motion to approve. A. Teeter seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-13 – Appointment of Secretary/Assistant Treasurer. D. Dawson made the motion to approve. A. Teeter seconded. K. Jackson was appointed Secretary and J. Negley was appointed Assistant Treasurer. All in Favor. Carried.

End of Organizational Business at 2:41pm.

Old Business

None.

New Business

RESOLUTION 2019-14 – Adoption of 2015-2019 Tompkins County AEM Strategic Plan. D. Dawson made the motion to approve. A. Teeter seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-15 – Entering into a Contract Agreement with Tompkins County for Services to the County with reimbursement of \$246,974.00. D. Dawson made the motion to approve. A. Teeter seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-16 – Entering into Contract Agreements with the Town of Danby, Newfield, Ulysses, Caroline and the Town of Ithaca for Stormwater Technical Services. D. Dawson made the motion to table the resolution until the next Board Meeting. A. Teeter seconded. No discussion. All in favor. Carried.

RESOLUTION 2018-45 AMENDED – Approval of 2019 Budget. A. Teeter made the motion to approve. D. Dawson seconded. Changes were made to include additional insurance premium. No discussion. All in favor. Carried.

RESOLUTION 2019-18 – Shared Service Agreement for Equipment, Materials. A. Teeter made the motion to table the resolution until the next Board meeting. D. Dawson seconded. No discussion. All in favor. Carried.

A Ristow moved to adjourn at 2:51pm, Seconded by A. Teeter. Carried.

Next meeting date: February 11th, 2019 at 11:00am.

Respectfully Submitted:

Kym Jackson, Secretary

Aaron Ristow, BOD Chairman

Minutes

Regular Meeting of the Board of Directors - Tompkins County SWCD
February 11, 2019
170 Bostwick Road, Ithaca, NY 14850

Present: Aaron Ristow, Alan Teeter, Deborah Dawson (Directors)
Staff: Jon Negley, Kym Jackson, Paul Gier
Agencies: Pat Barry, NRCS, Erin Paczkowski, NRCS

A Ristow, Chairman, called the meeting to order at 1:11pm. A quorum was present.

There were no additions to the Agenda. D. Dawson moved to approve minutes of the January 2019 Organizational Board Meeting. Seconded by A. Teeter. No discussion. All in favor. Carried.

Agency Reports

J. Negley reviewed the NYS SWCC report and it is attached. Conservation easements were discussed. D. Dawson will follow up with the Assessment office regarding tax valuations and tax implications of holding an easement.

P. Barry and E. Paczkowski arrived at 1:20pm. P. Barry introduced E. Paczkowski who has been transferred from the Binghamton NRCS office on a part time basis to assist the Ithaca NRCS office. She is a Resource Conservationist and has been with NRCS for approximately 12 years. P. Barry reviewed the written report and it is attached. He also advised if there should be another government shut-down, their office will probably remain open, however, there will be no payments to cooperators and no modifications made to their paperwork during that time.

J. Negley reviewed the NYACD letter and let the Board know registrations are still being accepted to participate in the Legislature Days in March.

Financial Report

D. Dawson moved to approve the financial reports as presented. A. Teeter seconded. No discussion. A vote was taken and all were in favor. Carried.

February Vouchers

A Teeter moved to approve the February vouchers as presented. D. Dawson seconded. A. Teeter amended the vouchers to include NACD & NYACD Memberships and NYS Ag & Markets debt repayment in full. D. Dawson seconded. No discussion. A vote was taken and all were in favor. Carried.

Staff Reports

P. Gier, A. Hinickle and C. Love provided written staff reports to the Board and they are attached:

P. Gier reviewed current projects and advised there are a few farms interested in applying for AgNPS Round 25, and CAFO Round 3 funds.

P. Gier departed at 1:45pm.

Old Business

RESOLUTION 2019-16 – Entering into a Contract Agreements with the Town of Caroline, Danby, Newfield, and Ulysses for Stormwater Technical Services for year 2019. D. Dawson made the motion to approve. A. Teeter seconded. A. Teeter disclosed he was an employee of the Town of Newfield but has no authority or involvement with Town funding. No discussion. All in favor. Carried.

RESOLUTION 2019-18 – Shared Service Agreement for Equipment, Materials. A. Teeter made the motion to approve. D. Dawson seconded. No discussion. All in favor. Carried.

New Business

RESOLUTION 2019-19 – Approval of submission to NYS Ag and Markets the Annual Report of the Treasurer, State Aid (Part A, Part B, Part C), Annual Activity Report and Hourly Rates for Grants reports for 2018. A. Teeter made the

motion to approve. D. Dawson seconded. The Board would like to have a status report around August regarding where they stand with meeting Performance Measure requirements. All in favor. Carried.

RESOLUTION 2019-20 – Entering into Contract with Oswego County SWCD for FLOWPA 18-19 Contract. D. Dawson made the motion to approve. A. Teeter seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-21 – Entering into Contract with NYS Ag & Markets through the CAFO Waste Storage and Transfer System Program for implementation of a Waste Storage and Transfer System on Millbrook Farms, LLC, Dryden, NY. A. Teeter made the motion to approve. D. Dawson seconded. No discussion. All in favor. Carried.

RESOLUTION 2018-22 – Entering into a Service Agreement with the Tompkins County Stormwater Coalition. J. Negley advised the Town of Ithaca currently holds the finance portion of the Coalition Contract, however, this responsibility may be transferred to Tompkins County later in the year. An amendment would be prepared at such time. D. Dawson made the motion to approve. A. Teeter seconded. No discussion. All in favor. Carried.

P. Barry and E. Paczkowski departed at 1:59pm.

Executive Session

A Teeter moved to go into Executive Session to discuss staff salaries at 2:00pm. D. Dawson seconded. Executive Session adjourned at 2:40pm. No decisions were made.

D. Dawson moved to adjourn at 2:41pm, Seconded by A. Teeter. Carried.

Next meeting date: March 11, 2019 at 1:00pm.

Respectfully Submitted:

Kym Jackson, Secretary

Aaron Ristow, BOD Chairman

Minutes

Regular Meeting of the Board of Directors - Tompkins County SWCD
March 18, 2019
170 Bostwick Road, Ithaca, NY 14850

Present: Aaron Ristow, Alan Teeter, Dave McKenna (Directors)
Staff: Jon Negley, Kym Jackson
Agencies: Pat Barry, NRCS

A Ristow, Chairman, called the meeting to order at 1:04pm. A quorum was present.

There were no additions or changes to the Agenda. A. Teeter moved to approve minutes of the February 2019 Regular Board Meeting. Seconded by A. Ristow. No discussion. All in favor. Carried.

Agency Reports

J. Negley reviewed the NYS SWCC report and it is attached.

P. Barry arrived at 1:09pm.

J. Negley reviewed the NYACD letter and upcoming meetings with the Board.

P. Barry reviewed his written report and it is attached.

Financial Report

A. Teeter moved to approve the financial reports as presented. D. McKenna seconded. A summary of bank account balances has been added to the monthly reports. J. Negley let the Board know the 2019 Chevrolet Silverado truck has been delivered. No discussion. All in favor. Carried.

March Vouchers

D. McKenna moved to approve the March vouchers as presented. A. Teeter seconded. A. Teeter moved to table the approval and to include the vouchers with the Cooperator Agreement. D. McKenna seconded. Tabled.

Staff Reports

P. Gier, A. Hinickle and C. Love provided written staff reports to the Board and they are attached.

Cooperator Agreements

D. McKenna moved to approve a Cooperator Agreement for The Meadows, in Newfield, New York, for \$2,000.00 in FL-LOWPA funding to be used for streambank erosion control measures and payment to be included with the March Vouchers. A. Teeter seconded. Project ranking tool was utilized. No discussion. All in favor. Carried.

Old Business

None.

New Business

RESOLUTION 2019-23 – Entering into contract agreement with NYSDEC for stormwater mapping. A. Teeter made the motion to approve. D. McKenna seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-24 – Approval of no-cost time extension for FLOWPA FWS ANS FY16. D. McKenna made the motion to table the resolution until a dollar amount has been received from the Cayuga Lake Watershed Network. A. Teeter seconded. No discussion. All in favor. Tabled.

RESOLUTION 2019-25 – Approval of filling vacancy for Seasonal Workers. D. McKenna made the motion to approve. A. Teeter seconded. The Board agrees to hire one of the two Seasonal Workers that were budgeted for 2019 and to set the hourly rate of pay at \$15.00 per hour and to post the position vacancy as soon as possible. The interview committee will consist of Jon Negley and Aaron Ristow. No discussion. All in favor. Carried.

RESOLUTION 2019-26 – Approval of Conservation Aide job description and filling vacancy. D. McKenna made the motion to approve. A. Teeter seconded. A job description has been created and is attached. The salary range will be set to \$33,000 to \$40,000 per year, dependent on experience. If required, the salary range will be posted, otherwise it shall read “salary commensurate with experience,” “salary dependent on experience” or similar wording. All in favor. Carried.

P. Barry departed at 1:56pm.

Executive Session

D. McKenna moved to go into Executive Session to discuss staff salary improvements at 2:00pm. A. Teeter seconded. Executive Session adjourned at 2:15pm.

RESOLUTION 2019-27 – Approval of mid-year salary increases for full-time permanent employees in the Exempt and Competitive classes according to Civil Service Laws. An amended budget has been included and is attached. D. McKenna made the motion to approve. A. Teeter seconded. A typo on the resolution number sequence occurred and the resolution was renumbered from 2019-26 to 2019-27. No discussion. All in favor. Carried.

D. McKenna moved to adjourn at 2:17pm, Seconded by A. Teeter. Carried.

Next meeting date: April 8, 2019 at 1:00pm.

Respectfully Submitted:

Kym Jackson, Secretary

Aaron Ristow, BOD Chairman

Minutes

Special Meeting of the Board of Directors – Tompkins County SWCD

April 15, 2019

170 Bostwick Road, Ithaca, NY 14850

Present: Aaron Ristow, Dave McKenna, Deborah Dawson, Alan Teeter

Staff: Jon Negley, Paul Gier

Aaron Ristow, Chair, called the meeting to order at 1:56pm. A quorum was present.

There were no additions or changes to the agenda.

Old Business:

None

New Business:

RESOLUTION 2019-28 – Authorization to apply for CAFO Waste Storage Transfer System Program for Cook Farms – D. McKenna made the motion to approve. D. Dawson seconded. No discussion. A vote was taken and all were in favor. Carried.

RESOLUTION 2019-29 – Authorization to apply for Climate Resiliency Farming grant for Shelterbelt Farms – D. Dawson made the motion to approve. A. Teeter seconded. A cut and paste error was discovered in item number 3 and A. Teeter made a friendly amendment to correct it. A vote was taken and all were in favor. Carried.

D. Dawson moved to adjourn the Special Meeting at 1:09pm. D. McKenna seconded. All in favor. Motion Carried.

Respectfully Submitted:

Jon Negley, District Manager

Aaron Ristow, Chair

Minutes

Regular Meeting of the Board of Directors - Tompkins County SWCD

May 13, 2019

170 Bostwick Road, Ithaca, NY 14850

Present: Aaron Ristow, Alan Teeter, Dave McKenna, Deborah Dawson (Directors)

Staff: Jon Negley, Kym Jackson, Paul Gier

Agencies: Pat Barry, NRCS

A Ristow, Chairman, called the meeting to order at 3:30pm. A quorum was present.

There were no additions or changes to the Agenda. D. McKenna moved to approve minutes of the March 2019 Regular Board Meeting and April Special Meeting. Seconded by D. Dawson. No discussion. All in favor. Carried.

Agency Reports

J. Negley reviewed the NYS SWCC report and it is attached. Jon reviewed changes to the AEM Program this year and going forward. Jon also encouraged the Board to attend the upcoming Manager's Meeting in Cortland.

J. Negley reviewed the NYACD letter.

Financial Report

D. Dawson moved to approve the financial reports for March and April as presented. D. McKenna seconded. K. Jackson advised the Annual Audit was performed by Insero & Co. CPAs, and reports should be available soon. J. Negley advised the Board the first 2020 Budget meeting is scheduled in June. No discussion. All in favor. Carried.

May Vouchers

A Teeter moved to approve the May vouchers as presented including credit card payment for Soil and Water Conservation Society Membership. D. Dawson seconded. A. Ristow will be the representative assigned to the membership. No discussion. All in favor. Carried.

P. Barry arrived at 3:50pm. He reviewed his written report and it is attached.

P. Barry and K. Jackson departed at 3:58pm.

Staff Reports

P. Gier, A. Hinickle and C. Love provided written staff reports to the Board and they are attached.

Cooperator Agreements

None

Old Business

RESOLUTION 2019-24 – Approval of no-cost time extension for FLOWPA FWS ANS FY16. D. Dawson made the motion to approve. A. Teeter seconded. No discussion. All in favor. Carried.

New Business

RESOLUTION 2019-30 – Authorizing participation in the Agricultural Nonpoint Source Abatement and Control Program, Round 25. D. Dawson made the motion to approve. A. Teeter seconded. P. Gier reported a farm is interested in manure storage funding who has a nutrient management plan. He is working on preparing a Cooperator Agreement for the June Board Meeting. D. Dawson made the motion to table the resolution until the June meeting. A. Teeter seconded. All in favor. Tabled.

RESOLUTION 2019-31 – Entering into contract agreement for Hydroseeding Materials. A. Teeter made the motion to approve. D. McKenna seconded. J. Negley presented the three bids received for the RFP that went out for the materials. Seedway, LLC will be awarded the contract based on the bid results. No discussion. All in favor. Carried.

Hydrilla Plant Monitoring RFP/Contract Discussion. Historically, TCSWCD has put out an RFP each year for Hydrilla Plant Monitoring. Each year, there has only been one bid. The Board was asked, considering this, if an RFP was necessary this year. The Board elected to again post an RFP for the monitoring contract.

The meeting time of 1:00pm for the next Board Meeting on June 10th was changed to 11am.

A Teeter recused himself and departed at 4:25pm.

Executive Session

D. Dawson moved to go into Executive Session to review employment applicants and position vacancies at 4:27pm.

D. McKenna seconded. Executive Session adjourned at 4:37pm.

D. Dawson moved to offer the Seasonal Worker Position to Patrick King at \$15.00 per hour. D. McKenna seconded. No discussion. All in favor. Carried.

D. Dawson moved to offer the Conservation Aide Position to Abigail Hogan at \$35,000 per year, with an increase to \$38,000 after six months and a satisfactory performance review. D. McKenna seconded. No discussion. All in favor. Carried.

A. Ristow moved to adjourn at 4:40pm, Seconded by D. Dawson . Carried.

Next meeting date: June 10, 2019 at 11:00am.

Respectfully Submitted:

Kym Jackson, Secretary

Aaron Ristow, BOD Chairman

Minutes

Regular Meeting of the Board of Directors - Tompkins County SWCD
June 10, 2019
170 Bostwick Road, Ithaca, NY 14850

Present: Aaron Ristow, Alan Teeter, Dave McKenna, Deborah Dawson (Directors)

Staff: Jon Negley, Kym Jackson

Agencies: Pat Barry, NRCS, Erin Paczkowski, NRCS, P.J. Emerick, NYS SWCC

A Ristow, Chairman, called the meeting to order at 11:16am. A quorum was present.

There were no additions or changes to the Agenda.

D. Dawson moved to approve minutes of the May 2019 Regular Board Meeting. Seconded by D. McKenna. No discussion. All in favor. Carried.

Agency Reports

P.J. Emerick reviewed the NYS SWCC report and it is attached.

P. Barry and E. Paczkowski arrived at 11:24am.

P. Barry reviewed his report and it is attached.

Financial Report

D. McKenna moved to approve the financial reports for May as presented. D. Dawson seconded. J. Negley will be attending the first 2020 Tompkins County Budget Meeting later that afternoon. No discussion. All in favor. Carried.

June Vouchers

D. McKenna moved to approve the June vouchers as presented. A. Teeter seconded. No discussion. All in favor. Carried. D. Dawson moved to approve payments for Smart Draft Suite, PO #138 and PO #139. D. McKenna seconded. No discussion. All in favor. Carried.

Staff Reports

P. Gier, and A. Hinckle provided written staff reports to the Board and they are attached. J. Negley announced A. Hogan will begin employment with the District the next day and will work with both Paul and Angel. P. King began work in his seasonal position starting in May. C. Love has resigned and is no longer working at the District.

Cooperator Agreements

None

Old Business

RESOLUTION 2019-30 – Authorizing participation in the Agricultural Nonpoint Source Abatement and Control Program, Round 25. This resolution was tabled until the next meeting.

Cayuga Lake Watershed Hydrilla Plant Community Monitoring Proposal Award. – A. Teeter made the motion to approve the award of the contract based on the proposal received from the RFP and for J. Negley to implement the award the Board approved. D. Dawson seconded. All in favor. Carried.

J. Negley departed at 12:00pm.

New Business

P.J. Emerick from the NYS SWCC gave the training presentation "District Director Responsibilities" and answered questions.

The meeting time of 1:00pm for the next Board Meeting on July 8th was changed to 11am.

A. Ristow moved to adjourn at 12:35pm, Seconded by D. Dawson . Carried.

Next meeting date: July 8, 2019 at 11:00am.

Respectfully Submitted:

Kym Jackson, Secretary

Aaron Ristow, BOD Chairman

Minutes

Regular Meeting of the Board of Directors - Tompkins County SWCD

July 8, 2019

170 Bostwick Road, Ithaca, NY 14850

Present: Aaron Ristow, Alan Teeter, Dave McKenna, Deborah Dawson (Directors)
Staff: Jon Negley, Kym Jackson, Abby Hogan, Patrick King
Agencies: Pat Barry, NRCS

A Ristow, Chairman, called the meeting to order at 11:04am. A quorum was present.

RESOLUTION 2019-38 and RESOLUTION 2019-39 were added to the addenda and the ESRI voucher was removed.

D. Dawson moved to approve minutes of the June 2019 Regular Board Meeting. Seconded by D. McKenna. No discussion. All in favor. Carried.

Agency Reports

J. Negley reviewed the NYS SWCC report and it is attached.

Financial Report

D. McKenna moved to approve the financial reports for June as presented. D. Dawson seconded. No discussion. All in favor. Carried.

A Teeter arrived at 11:14am.

July Vouchers

D. McKenna moved to approve the July vouchers as presented. D. Dawson seconded. No discussion. All in favor. Carried. D. Dawson moved to approve payment for Waypoint Technology Technical Support Program Proposal. A. Ristow seconded. No discussion. All in favor. Carried.

Staff Reports

P. Gier, and A. Hinckle provided written staff reports to the Board and they are attached. J. Negley introduced A. Hogan and P. King.

Cooperator Agreements

D. Dawson moved to approve the three Cooperator Agreements as presented. D. McKenna seconded. The Caroline Covered Barnyard will be funded by the Climate Resilient Farming Program, if approved. The Groton Gutters and Roof Water Management project will be funded by FLOWPA, and the Groton Manure Storage Structure will be funded AgNPS Round 25, if approved.

Old Business

RESOLUTION 2019-30 – Authorizing participation in the Agricultural Nonpoint Source Abatement and Control Program, Round 25. D. Dawson made the motion to approve. A. Teeter seconded. No discussion. All in favor. Carried.

New Business

RESOLUTION 2019-32 – Hydrilla Plant Community Monitoring Contract Approval. D. McKenna made the motion to approve. A. Teeter seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-33 – Entering into Contract with NYS Ag and Markets for AEM Base Funding Contract T012064. D. Dawson made the motion to approve. A. Teeter seconded. The contract has been prorated for 2019. No discussion. All in favor. Carried.

RESOLUTION 2019-34 – Approval and Adoption of DRAFT TCSWCD 2020 Operating, Program and Grant Budget. A. Teeter made the motion to approve. D. McKenna seconded. J. Negley reviewed the DRAFT Operating Budget.

Changes from 2019 include new software and computers, and a 2% salary increase. No discussion. All in favor. Carried. D. Dawson made the motion to approve OTR requests. D. McKenna seconded. The Board prioritized the needs of the District based on ideas presented by J. Negley and they are attached. For item #5, the Board would like to see a more detailed business model established with goals and where the funds would be allocated from. This item was tabled for a future discussion. The Board decided that item #1, Flood Resiliency and Climate Conservation Engineer, item #4, Agricultural Conservation Tech/Education Coordinator and item #2, Engineering Technician, should be requested from the County as a 3-year OTR as additional staff is necessary to carry out the current projects/funding. All in favor. Carried.

P. Barry arrived at 11:42 and reviewed his written report.

RESOLUTION 2019-35 – Entering into Contract with Upper Susquehanna Coalition/Tioga County SWCD under the NYSDEC Implementation of Cover Crops Project. D. Dawson made the motion to approve. D. McKenna seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-36 – Authorization to apply for WQIP funding through CFA. A. Teeter made the motion to approve. D. McKenna seconded. J. Negley would like to apply for another hydroseeding grant which may also include a new truck, small seeder unit, and staff salary. No discussion. All in favor. Carried.

RESOLUTION 2019-37 – Entering into a one-year Contract with the Community Science Institute to monitor water quality for watersheds draining into the south end of Cayuga Lake. D. McKenna made the motion to approve. D. Dawson seconded. The contract would be funded by FLOWPA. No discussion. All in favor. Carried.

RESOLUTION 2019-38 - Entering into Contract Agreement with NYSDEC for Stormwater mapping. D. Dawson made the motion to approve. D. McKenna seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-39 – Entering into Contract Agreement with Sam Rose Farm for work under FLOWPA 16-17 Contract. A. Teeter made the motion to approve. D. Dawson seconded. No discussion. All in favor. Carried.

Fish and Wildlife Service ANS FY16 discussion. Currently, the District has three contracts open. Fiscal Year 2015, Fiscal Year 2016, and Fiscal Year 2017 Contract. Fiscal Year 2015 will be closed out this month and a time extension has been requested for Fiscal Year 2016 until June 30, 2020. The District is unable to utilize all of FY2016's fund in the extended contract period and will likely have to return some funds. Fiscal Year 2017 Contract has also been executed and funds will be used for next year's treatments. A Contract Modification will be sent to the Program Coordinator and a Contract Amendment Resolution will be presented to the Board at a future meeting.

Next meeting date: August 12, 2019 at 11:00am.

D. Dawson moved to adjourn at 12:24pm, Seconded by D. McKenna . Carried.

Respectfully Submitted:

Kym Jackson, Secretary

Aaron Ristow, BOD Chairman

Minutes

Regular Meeting of the Board of Directors - Tompkins County SWCD
August 12, 2019
170 Bostwick Road, Ithaca, NY 14850

Present: Aaron Ristow, Alan Teeter, Dave McKenna, Deborah Dawson (Directors)
Staff: Jon Negley, Kym Jackson
Agencies: Erin Paczkowski, NRCS, Colleen Stannard, Insero & Co., CPA's
Guests: Barry Goodrich

A Ristow, Chairman, called the meeting to order at 11:08am. A quorum was present.

D. Dawson moved to approve minutes of the July 2019 Regular Board Meeting. Seconded by D. McKenna. No discussion. All in favor. Carried.

Agency Reports

E. Paczkowski reviewed her written report and it is attached.

A Teeter arrived at 11:15am.

C. Stannard, Insero & Co., CPA's distributed an Executive Summary, Financial Report, Management Comment Letter, and Communication Letter from their 2018 Audit, reviewed the materials, and answered questions from the Board.

C. Stannard departed at 11:30am.

J. Negley reviewed the NYS SWCC report and it is attached.

K. Jackson advised the Board there is a registration form included in their Board packet for the NYACD Annual Meeting if they are interested in attending.

Financial Report

D. Dawson moved to approve the financial reports for July as presented. D. McKenna seconded. No discussion. All in favor. Carried. D. Dawson moved to approve the opening of two additional bank accounts from Tompkins Trust Company for a new grant and to track AEM funds. D. McKenna seconded. No discussion. All in favor. Carried.

August Vouchers

D. McKenna moved to approve the August vouchers as presented. A. Teeter seconded. No discussion. All in favor. Carried. D. McKenna moved to approve payment for a quote from iSpring Solutions. A. Teeter seconded. J. Negley reviewed the package & explained how the software could be a timesaver, reporting mechanism, used for onboarding of new employees, & track training completions and attestations. J. Negley has also been in contact with the County and they are looking into other options, as well. It is hoped that the subscription could be a shared service in the future with the County, other Soil and Water Districts, and/or Statewide. Part C funds are available to fund the initial purchase. TCSWCD will focus on its development and encourage sharing over the new 1.5-year subscription. The Board was supportive in piloting the program. All in favor. Carried.

Staff Reports

P. Gier, and A. Hinickle, and A. Hogan provided written staff reports to the Board and they are attached.

Cooperator Agreements

D. McKenna moved to approve the Cooperator Agreement as presented. D. Dawson seconded. The project is in the Fall Creek Watershed, A. Hinickle and T. Mallory have been working with the homeowner on its design, and a permit has been requested from the NYSDEC. No discussion. All in favor. Carried.

Old Business

None.

New Business

NYACD Resolution Submittal Form – 2019 SWCD District Law Investment Options discussion. K. Jackson reviewed the proposal from Cortland County SWCD to amend the law for Soil and Water Conservation Districts for how they can invest unrestricted funds. The Board expressed concern over removing some of the restrictions, as it may expose the District to mismanagement of public funds being used in the private sector. They were also leery of who would be responsible for the management and selection of the investments and if it would require hiring a broker. More information was requested before they could support the change. The discussion was tabled until the next meeting.

D. Dawson, D. McKenna, A. Teeter, E. Paczkowski, B. Goodrich departed at 12:00pm.

J. Negley set up the Sexual Harassment Prevention Training for A. Ristow at 12:07pm and he and K. Jackson departed.

A. Ristow adjourned the meeting at 12:57pm. Carried.

Next meeting date: September 9, 2019 at 11:00am.

Respectfully Submitted:

Kym Jackson, Secretary

Aaron Ristow, BOD Chairman

Minutes

Regular Meeting of the Board of Directors - Tompkins County SWCD
September 9, 2019
170 Bostwick Road, Ithaca, NY 14850

Present: Aaron Ristow, Alan Teeter, Dave McKenna (Directors)
Staff: Jon Negley, Kym Jackson

A Ristow, Chairman, called the meeting to order at 11:22am. A quorum was present.

D. McKenna moved to approve minutes of the August 2019 Regular Board Meeting. Seconded by A. Teeter. No discussion. All in favor. Carried.

Agency Reports

NRCS report was not received.

J. Negley reviewed the NYS SWCC report and it is attached. Performance measures achieved to date will be reviewed at the next Board Meeting. A. Ristow will be speaking at the upcoming 2019 Northeast Cover Crop Council Annual Meeting.

NYACD update is attached. J. Negley and K. Jackson will attend the Annual Meeting in October.

Financial Report

D. McKenna moved to approve the financial reports for August as presented. A. Teeter seconded. J. Negley has reached out to the County to renew the \$200,000 advance MOA again for this year. J. Negley will also be presenting the Draft 2020 Budget to the County Legislature on Thursday. Currently, TCSWCD's OTR requests are not being supported. All in favor. Carried.

September Vouchers

D. McKenna moved to approve the September vouchers as presented. A. Teeter seconded. No discussion. All in favor. Carried.

Staff Reports

P. Gier, A. Hinickle, and A. Hogan provided written staff reports to the Board and they are attached. J. Negley also reviewed some of the projects the staff have been working on.

Cooperator Agreements

None.

Old Business

NYACD Resolution Submittal Form – 2019 SWCD District Law Investment Options discussion. Currently, the Comptrollers language and the District Law differ. This resolution is a platform for change and for updating outdated language.

New Business

NYACD Resolution Submittal Form – NYS Law – NYSDEC Beneficial Use – Waste Tire . This resolution requests action for tire disposal options.

NYACD Resolution Submittal Form – NYS Sexual Harassment Prevention Training Module. J. Negley discussed how the new iSpring software subscription may help to be a platform for consistent training across all districts in New York State.

RESOLUTION 2019-16 AMENDED – Entering into a Service Agreement with the Towns of Caroline, Danby, Newfield, Lansing, and Ulysses for Stormwater Technical Services. A. Teeter made the motion to approve. D. McKenna seconded. The Town of Lansing was added to the Agreement. No discussion. All in favor. Carried.

RESOLUTION 2019-40 – Entering into contract with the Groton Elementary School. A. Teeter made the motion to approve. D. McKenna Seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-41 – Approval of 2020-2021 FLOWPA Workplan for Tompkins County. D. McKenna made the motion to approve. A. Teeter seconded. This is the preliminary request to the NYS Legislature for funding. A final Workplan with a Contract will be presented later for approval. No discussion. All in favor. Carried.

RESOLUTION 209-42 – Entering into Sub-Agreement with CCE for Stormwater Mapping. D. McKenna made the motion to approve. A. Teeter seconded. No discussion. All in favor. Carried.

The next meeting was rescheduled for October 21st at 11:00am due to holiday observance. The November meeting was also rescheduled for November 18th at 11:00am due to holiday observance.

A Teeter moved to adjourn the meeting at 12:10pm. D. McKenna seconded. Carried.

Respectfully Submitted:

Kym Jackson, Secretary

Aaron Ristow, BOD Chairman

Minutes

Regular Meeting of the Board of Directors - Tompkins County SWCD
October 21, 2019
170 Bostwick Road, Ithaca, NY 14850

Present: Aaron Ristow, Callan Space, Deborah Dawson (Directors)
Staff: Jon Negley, Kym Jackson
Agencies: Erin Paczkowski, NRCS

A Ristow, Chairman, called the meeting to order at 11:02am. A quorum was present.

Everyone present welcomed Callan Space to the Board of Directors and introductions were made.

A Ristow moved to table the minutes of the September 2019 Regular Board Meeting. Seconded by D. Dawson. No discussion. All in favor. Carried.

Agency Reports

E. Paczkowski reviewed the NRCS report and it is attached.

J. Negley reviewed the NYS SWCC report and it is attached.

NYACD update is attached.

Financial Report

D. Dawson moved to approve the financial reports for September as presented. C. Space seconded. All expressed their appreciation for the Legislature's approval of funding a full-time Flood Resiliency and Climate Conservation Engineer as part of the 2020 Budget and beyond. All in favor. Carried.

October Vouchers

D. Dawson moved to approve the October vouchers as presented. A. Ristow seconded. No discussion. All in favor. Carried.

D. Dawson moved to approve the three additional vouchers for NY Farm Bureau membership renewal, NACD membership renewal, and additional Wildland Hydrology training for A. Hinickle. C. Space seconded. The Board elected to continue the NACD Bronze Level membership in the amount of \$500, the NY Farm Bureau renewal, and training for A. Hinickle. All in favor. Carried.

Staff Reports

P. Gier, A. Hinickle, and A. Hogan provided written staff reports to the Board and they are attached.

Cooperator Agreements

None.

Old Business

None

New Business

RESOLUTION 2019-43 – Entering into contract with Tompkins County for 2019 conservation project activities. D. Dawson made the motion to approve. A. Ristow seconded. It was discovered the resolution's contract period began May 1st and the County's contract period began September 1st. A. Ristow moved to amend Resolution 2019-43 to read September 1st. D. Dawson seconded. All in favor as amended. Carried.

RESOLUTION 2019-44 – Approval of use of \$6,000 under NYS District Law, Part B, funding agreement. C. Space made the motion to approve. D. Dawson seconded. J. Negley reviewed the project scope. The Board voiced their support and hope the project develops into a larger program in the future. No discussion. All in favor. Carried.

RESOLUTION 2019-45 –Authorization to participate in AEM Base Program, Year 16. D. Dawson made the motion to approve. C. Space seconded. J. Negley reviewed the changes to the program and described how projects may change over the new two-year contract period. No discussion. All in favor. Carried.

RESOLUTION 2019-46 – Adoption of 2020 Annual Plan of Work. D. Dawson made the motion to approve. A. Ristow seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-47 – Approval of 2019-2020 FLOWPA Workplan. D. Dawson made the motion to approve. C. Space seconded. No discussion. All in favor. Carried.

NRCS NY Memoranda of Agreement Discussion. The Board would like additional information and time to review the Agreement. NRCS will be present at the December meeting and should have more information at that time.

The November meeting was rescheduled for November 18th at 11:00am due to holiday observance.

D. Dawson moved to adjourn the meeting at 12:04pm. C. Space seconded. Carried.

Respectfully Submitted:

Kym Jackson, Secretary

Aaron Ristow, BOD Chairman

Minutes

Regular Meeting of the Board of Directors - Tompkins County SWCD
November 18, 2019
170 Bostwick Road, Ithaca, NY 14850

Present: Aaron Ristow, Callan Space, Deborah Dawson, Dave McKenna, Alan Teeter (Directors)
Staff: Jon Negley, Kym Jackson, Angel Hinickle

A Ristow, Chairman, called the meeting to order at 11:06am. A quorum was present.

There were no changes or additions to the agenda.

D. Dawson moved to approve the October 2019 minutes of the Regular Board Meeting. Seconded by D. McKenna. No discussion. All in favor. Carried.

The approval of the September 2019 minutes of the Regular Board Meeting will be postponed until A. Teeter arrives.

Agency Reports

A NRCS report was not received.

J. Negley reviewed the NYS SWCC report and the NYACD update and they are attached. J. Negley reported that he brought up the iSpring software purchase and the possibility of how others may be able to utilize it at the NYACD Annual Meeting.

Financial Report

D. McKenna moved to approve the financial reports for October as presented. D. Dawson seconded. No discussion. All in favor. Carried.

November Vouchers

C. Space moved to approve the November vouchers as presented. D. McKenna seconded.

A Teeter arrived at 11:19am

The Board discussed the future of Hydrilla funding after 2020 and the locations where it has been discovered this year. These topics will be discussed again in the future. All in favor. Carried.

C. Space moved to approve the additional vouchers for purchase of a labor law compliance poster, tree tubes from Conservation Services, Inc. and a property pin resetting for parcel 14.4-1-9.2. D. Dawson seconded. No discussion. All in favor. Carried.

Staff Reports

P. Gier, A. Hinickle, and A. Hogan provided written staff reports to the Board and they are attached. A. Hinickle also reviewed her written report and how since the Halloween storms, she has been working with private landowners to apply for emergency work permits, etc. In addition, TCSWCD just received notice from FEMA they will be out doing field work and updating flood maps.

A Teeter moved to approve the September 2019 minutes of the Regular Board Meeting. Seconded by D. McKenna. No discussion. All in favor. Carried.

Cooperator Agreements

None.

Old Business

None

New Business

RESOLUTION 2019-48 – Entering into MOU with USC for conservation and improvement of natural resources on a watershed basis. D. Dawson made the motion to approve. C. Space seconded. The Contract will stand until it is changed. There are two new members included in the Contract. The Board discussed the TMDL model and asked about any updates as to when it will be unveiled. There was also a discussion on the Chesapeake TMDL in relation to its enforcement. How and who will be responsible? There is a “kick off” meeting in the planning stages. Hopefully, many questions will be answered. All in favor. Carried.

RESOLUTION 2019-35 – AMENDED – Entering into MOU with USC & Tioga SWCD for NYSDEC Cover Crop Project. D. Dawson made the motion to approve. C. Space seconded. No discussion. All in favor. Carried.

Approval of a thank you letter to Tompkins County for their support of an additional Engineer position. C. Space made the motion to approve. D. Dawson seconded. A few modifications were made. All in favor of the modifications and sending out the letter with the changes. Carried.

The December meeting will be December 9th at 11:00am and will be the annual holiday luncheon/dish to pass.

D. Dawson moved to adjourn the meeting at 11:53am. C. Space seconded. Carried.

Respectfully Submitted:

Kym Jackson, Secretary

Aaron Ristow, BOD Chairman

Minutes

Regular Meeting of the Board of Directors - Tompkins County SWCD
December 9, 2019
170 Bostwick Road, Ithaca, NY 14850

Present: Aaron Ristow, Dave McKenna, Alan Teeter (Directors)
Staff: Jon Negley, Kym Jackson, Angel Hinickle, Abby Hogan
Agencies: Erin Paczkowski, NRCS, David Mortensen, NRCS
Eric Toftegaard, Tompkins Insurance Agencies

A Ristow, Chairman, called the meeting to order at 1:06am. A quorum was present.

An addition of a Letter of Support for a possible Cornell University project was added to New Business.

D. McKenna moved to approve the November 2019 minutes of the Regular Board Meeting. Seconded by A. Teeter. No discussion. All in favor. Carried.

Agency Reports

E. Paczkowski provided a NRCS report and it is attached. D. Mortensen, NRCS provided an overview of the recently updated MOA between NRCS and Soil and Water Conservation Districts. The Agreement was developed at the National level and reaffirms the partnership between Districts and NRCS. Changes made were designed to be broader and more consistent in its language to cover approximately 3,000 districts. D. McKenna moved to approve the signing of the MOA by A. Ristow and/or J. Negley. A. Teeter seconded. No discussion. All in favor. Carried.

J. Negley reviewed the NYS SWCC report and it is attached. He also reviewed the AgNPS Round 25 project awards. Staff recently completed participation in a webinar from NYS Ag & Markets about program updates and the Plan of Work requirements.

Financial Report

A Teeter moved to approve the financial reports for November as presented. D. McKenna seconded. J. Negley reviewed the year end balances and cash flow. No discussion. All in favor. Carried.

December Vouchers

D. McKenna moved to approve the November vouchers as presented. A. Teeter seconded. A. Ristow mentioned how he is pleased with the success of the Cover Crop Program as compared with participation he has seen from other Counties. He thanked P. Gier for his work on the Program. No discussion. All in favor. Carried.

Staff Reports

P. Gier, A. Hinickle, and A. Hogan provided written staff reports to the Board and they are attached. A. Hinickle and A. Hogan also reviewed the work they have been performing with data compiled by the summer Interns, and a property owner in Groton. They also explained how T. Mallory was working on a surface model for Route 13 in Newfield. Everyone is exploring the options for how best to address the thousands of feet of erosion in the area. It has not been mapped on the floodplain and securing funding to begin the work could take a few years. Meanwhile, landowners are frustrated. A. Hinickle and A. Hogan will also begin to how best to approach the Cayuga Inlet Sediment Study. They will start walking the areas soon.

Cooperator Agreements

None.

Old Business

Approval of NRCS NY Memoranda of Agreement – Approved earlier in meeting.

RESOLUTION 2019-34 – AMENDED – Approval of 2020 Budget. D. McKenna made the motion to approve. A. Teeter seconded. J. Negley reviewed the changes which included added approved OTR's from the County. Also, a portion of Part C funds will also be spent on the Salmon Creek Road Project – Phase 2. No discussion. All in favor. Carried.

Eric Toftegaard arrived at 1:55pm.

E. Toftegaard distributed a Trident Insurance Policy Renewal Quote. He reviewed current carrier trends, weather disasters, and litigation history. Premiums are on the rise. TCSWCD's exposure has not changed over the year and the quote is a solid number. Trident Insurance does offer some new services which can be explored in the future. E. Toftegaard will provide the information so it can be reviewed by the County Attorney. D. McKenna made the motion to accept the rate and renewal from Trident Insurance. A. Teeter seconded. All in favor. Carried.

E. Toftegaard departed at 2:20pm.

New Business

RESOLUTION 2019-49 – Adoption of 2020 Holiday Schedule. D. McKenna made the motion to approve. All in favor. Carried.

RESOLUTION 2019-50 – Adoption of 2020 Meeting Schedule. A. Teeter made the motion to approve. D. McKenna seconded. All in favor. Carried.

RESOLUTION 2019-51 – Payroll Certification of employee wages. A. Teeter made the motion to approve. D. McKenna seconded. J. Negley advised a request for additional salary was requested. The Board moved to go into **Executive Session** to discuss the pay increase over the 2% budgeted at 2:25pm. The Board came out of Executive Session at 2:32pm. D. McKenna made the motion to a friendly amendment to adjust A. Hogan's salary in 2020 to \$42,000 per year. A. Teeter seconded. All in favor of the amended resolution. Carried.

RESOLUTION 2019-52 – Entering into Contract with Tompkins County for Stream Corridor and Flood Hazard Mitigation Program Plan Project. A. Teeter made the motion to approve. D. McKenna seconded. No discussion. All in favor. Carried.

RESOLUTION 2019-53 – Approval of updated Water Resource Engineer job description and filling vacancy. D. McKenna made the motion to approve. An Interview Committee was established with J. Negley, A. Ristow, T. Mallory. A. Hinickle and A. Hogan may participate, as well, depending on their schedules. J. Negley has included the position in the 2020 Budget which was approved earlier. The Board elected to advertise the position with a salary of \$70,000.00 with the ability to negotiate at the time of hire, not to exceed \$80,000.00 annually. The Board also elected to run the position posting until January 17th due to the upcoming holidays. All in favor. Carried.

Approval of a Letter of Support for Cornell University project. D. McKenna made the motion to approve. A. Teeter seconded. No discussion. All in favor. Carried.

The next meeting will be January 13th at 11:00am.

D. McKenna moved to adjourn the meeting at 2:56pm. A. Teeter seconded. Carried.

Respectfully Submitted:

Kym Jackson, Secretary

Aaron Ristow, BOD Chairman