

AGENDA

Regular (Organizational 2015) meeting of the BOD Tompkins County SWCD

January 20, 2015, 12:30 PM

170 Bostwick Road, Ithaca, NY 14850

12:30 Meeting called to order

12:30 – 12:35 Additions/changes to the Agenda

12:35-12:40 Approval of December 8 Minutes

12:40-12:55 Reports of other agencies (NRCS/FSA/Ag & Markets)

12:55-1:05 Financial Report

1:05-1:15 Staff Reports

1:15 - 1:45 Organizational Business

- A. Election of Officers (Chair, Vice Chair, Secretary, Treasurer, Assistant Treasurer)
- B. Personnel Committee – appointment (election of chair)
- C. Finance Committee – appointment (election of chair)
- D. Official bank (Res. #2015-1) and newspaper (Res. #2015-2) designated – Tompkins Trust Company and Ithaca Journal
- E. 2015 Holiday Schedule (Res. #2015-3)/2015 Board Meeting Schedules (Res. #2015-4)
- F. 2015 Budget Approval (Res. #2015-5) (Clerk Discussion)
- G. District Rate for Services (Res. #2015-6)
- H. Approval of \$50 Petty Cash Fund (Res. #2015-7)
- I. Approval of second petty cash fund for “change purse” (Res. #2015-8)
- J. Authorization of expenditures before Board Approval (Res. #2015-9)
- K. Approval of Employee Handbook (Res. #2015-10)
- L. Approval of 2015 Plan of Work (Res. #2015-11)

1:45-2:15 Old Business

- Renewal of Stormwater Contracts (Res. #2015-12)
- NYSDEC WQIP grant contract execution (Res. #2015-13)
- Board Member recommendation to County Legislature

2:15-2:30 New Business

- Approval of 2015 County Appropriation Contract (Res. #2015-14)
- Cal Snow Contract Approval for FLOWPA
- Workplan change for Contract #C700991 (Baker)
- Performance Reviews

Executive Session (if needed)

Next Meeting Date: February 9, 2014

AGENDA
Regular meeting of the BOD Tompkins County SWCD
February 9, 2015, 12:30 PM
170 Bostwick Road, Ithaca, NY 14850

12:30 Meeting called to order

12:30 – 12:35 Additions/changes to the Agenda

12:35-12:40 Approval of January 20, 2015 Minutes

12:40-1:00 Reports of other agencies (NRCS/FSA/Ag & Markets)

12:55-1:05 Financial Report

1:05-1:25 Vouchers

NYACD Dues, WQS approval, CSI invoices, NYS Ag and Markets Deficit payment, Insurance, Transfers for Vacation Liabilities, Transfer for end of year Retirement payment

1:25-1:35 Staff Reports

Eugene Aarnio – AEM Strategic Plan

1:35-1:50 Old Business

- Personnel Committee – appointment (election of chair)
- Finance Committee – appointment (election of chair)

1:50-2:30 New Business

- Extension Request for Treasurer's Report
- Approval of State Reports for Submission to NYS Ag and Markets (Eligible Expenditures, Performance Measures, Hourly Rates for Grant Work, Annual Report)
- Workplan change for Contract #C700991 (Baker)
- Kirby Contract Cancellation
- Approval to Apply for Round 21 Funding – NYS Ag and Markets
- Hydrilla Manager MOU approval
- Hydrilla funding update
- Clerk position/Budget discussion
- Fiscal policy review
- Cal Snow Contract Approval for FLOWPA

Executive Session (if needed)

Next Meeting Date: March 9, 2014

AGENDA
Regular meeting of the BOD Tompkins County SWCD
April 13, 2015, 12:30 PM
170 Bostwick Road, Ithaca, NY 14850

- 12:30 Meeting called to order
- 12:30 – 12:35 Additions/changes to the Agenda
- 12:35-12:40 Approval of February 13, 2015 Minutes
- 12:40-1:00 Reports of other agencies (NRCS/FSA/Ag & Markets)
- 12:55-1:05 Financial Report
- 1:05-1:25 Vouchers
- 1:25-1:35 Staff/Project Reports
- Beck Farms Project Update
- Eugene Aarnio – AEM Strategic Plan/Tire Collection
- 1:35-1:50 Old Business
- Personnel Committee – appointment (election of chair)
 - Finance Committee – appointment (election of chair)
 - Fiscal policy review
 - Cal Snow Contract Approval for FLOWPA
- 1:50-2:30 New Business
- Approval of Hydrilla Contractor
 - Contract for Enfield Creek Project
 - FLOWPA 14-15 Contract Signature
 - NYS Parks MOA extension
 - Clerk Resumes and interviews
 - Beck Farm Project

Executive Session (if needed)

Next Meeting Date: March 9, 2014

AGENDA
Regular meeting of the BOD Tompkins County SWCD
May 11, 2015, 12:30 PM
170 Bostwick Road, Ithaca, NY 14850

12:30 Meeting called to order

12:30 – 12:35 Additions/changes to the Agenda

12:35-12:40 Approval of April 15, 2015 Minutes

12:40-1:00 Reports of other agencies (NRCS/FSA/Ag & Markets)

12:55-1:05 Financial Report

1:05-1:25 Vouchers

1:25-1:35 Staff/Project Reports

Angel Hinickle – Enfield Creek Stream Project, EQIP Streambank projects with NRCS

NYSDEC Hydroseeding grant – Hiring seasonal intern to complete project

1:35-1:50 Old Business

- Finance Committee – appointment (election of chair)
- Resolution #2015-26 (Submission of Treasurer’s Report)
- Resolution #2015-27 (appointment of qualified candidate to Senior Account Clerk position)
- Resolution #2015-28 (Adoption of Fiscal Policies)

1:50-2:30 New Business

- Resolution #2015-29 (2015 Hydrilla Plant Community Monitoring contract)
- Resolution #2015-30 (2015 Hydrilla Water Quality/chemical Testing contract)
- Resolution # 2015-31 (Entering into contract with Tompkins County for \$200,000 to treat Hydrilla)
- Resolution #2015-32 (Entering into contract with City of Ithaca for \$100,000 to treat Hydrilla)
- Resolution #2015-33 (Authorizing purchase of computer equipment and software)

Executive Session (if needed)

Next Meeting Date: June 8, 2015

AGENDA
Regular meeting of the BOD Tompkins County SWCD
June 10, 2015, 12:30 PM
170 Bostwick Road, Ithaca, NY 14850

12:30 Meeting called to order

12:30 – 12:35 Additions/changes to the Agenda

12:35-12:40 Approval of May 11, 2015 Minutes

12:40-1:00 Reports of other agencies (NRCS/FSA/Ag & Markets)

12:55-1:05 Financial Report

1:05-1:25 Vouchers

1:25-1:35 Staff/Project Reports

Introduction of Kym Jackson as Senior Account Clerk

1:35-1:50 Old Business

- Resolution #2015-28 (Adoption of Fiscal Policies)
- Resolution #2015-32 (Entering into Contract with City of Ithaca for \$100,000 to treat Hydrilla)

1:50-2:30 New Business

- RESOLUTION 2015-35 – (Entering into Contract with Hobart William Smith College for funds to conduct monitoring and sampling of Hydrilla in Cayuga Inlet)
- NYS Southern Tier Agricultural Industry Enhancement Program
- Director's Development Plan
- Manure Storage Spill Response planning
- AEM Strategic Plan

Executive Session (if needed)

Next Meeting Date: July 13, 2015

AGENDA
Regular meeting of the BOD Tompkins County SWCD
July 13, 2015, 12:30 PM
170 Bostwick Road, Ithaca, NY 14850

- 12:30 Meeting called to order
- 12:30 – 12:35 Additions/changes to the Agenda
- 12:35-12:40 Approval of June 10, 2015 Minutes
- 12:40-1:00 Reports of other agencies (NRCS/FSA/Ag & Markets)
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- 12:55-1:25 Treasurer’s Financial Report
Vouchers
-
- 1:25-1:35 Staff/Project Reports
Eugene Aarnio
-
- 1:35-1:50 Old Business
- Resolution #2015-28 (Adoption of Fiscal Policies)
 - Director’s Development Plan
 - Manure Storage Spill Response planning
-
- 1:50-2:30 New Business
- District Operation
- RESOLUTION-36 – Approval of Draft 2016 Budget
 - District Audit - 2014
- NYS Ag and Markets
- RESOLUTION 2015-37 – Entering into Contract with NYS Ag and Markets for AEM Base Funding (Year 11) Contract #C011614
 - RESOLUTION-38 – Entering into contract agreement with NYS Agriculture and Markets to provide services for the Southern Tier Ag Industry Enhancement Program
 - RESOLUTION-39 – No-Cost Time extension for Sweylakan Farm contract #C700991 (NYS Ag and Markets)
 - RESOLUTION-40 – No-Cost Time extension for Beck Farm contract #C700993 (NYS Ag and Markets)
- Flood Hazard Mitigation Program
- RESOLUTION-41 – Time Extension and Contract scope of work change for 2012 FHM Program with TC Planning Department
 - RESOLUTION-42 – Entering into contract agreement with Woigt Engineering to conduct a Feasibility Study on Cayuga Inlet for GIGP application to NYS
- Grant Applications
- RESOLUTION-43 – Authorization to apply for WQIP funding through CFA

Schedule Personnel Committee Meeting
Executive Session (if needed)
Next Meeting Date: August 10, 2015

AGENDA
Regular meeting of the BOD Tompkins County SWCD
September 14, 2015, 12:30 PM
170 Bostwick Road, Ithaca, NY 14850

- 12:30 Meeting called to order
- 12:30 – 12:35 Additions/changes to the Agenda
- 12:35-12:40 Approval of August, 2015 Minutes
- 12:40-1:00 Reports of other agencies
 NYS SWCC Report, NRCS
- 12:55-1:25 Treasurer's Financial Report
 Vouchers
- 1:25-1:35 Staff/Project Reports
 Angel Hinickle
- 1:35-1:50 Old Business
- Resolution #2015-45 – Renewal of Ag Plastics Baler Agreement
 - Southern Tier Ag Economic Incentive Program (STAEIP) updates
 - Agricultural Spill Response planning
- 1:50-2:30 New Business
- Resolution #2015-46 - Entering into contract agreement with FLOWPA as subcontractor for ANS FWS 14 funding (Hydrilla)
 - FLOWPA 14-15 Contract – Resolution #2015-47 – Entering into contract with Kris Keelhar (Peru Road, Groton) to fund \$5,000 stream stabilization project.
 - Insurance updates (Kym Jackson) - Resolution #2015-48 – Enrolling in added health/retirement benefit plans.
 - Resolution #2015-49 – Authorization to advertise for Natural Resource Program Specialist position

Announcements/Meetings:

NYACD Meeting – October 21-22, 2015 (Raddison Hotel – Utica), Register by October 8th.

Next Meeting Date: October 12, 2015 (this is Columbus Day Holiday – Will need to reschedule)

AGENDA
Regular meeting of the BOD Tompkins County SWCD
October 26, 2015, 12:30 PM
170 Bostwick Road, Ithaca, NY 14850

- 12:30 Meeting called to order
- 12:30 – 12:35 Additions/changes to the Agenda
- 12:35-12:40 Approval of September, 2015 Minutes
- 12:40-1:00 Reports of other agencies
 NYS SWCC Report, NRCS
- 12:55-1:25 Treasurer’s Financial Report - September
- 1:25-1:30 October Vouchers
- 1:30-1:35 Staff/Project Reports
 James Balyszak – Hydrilla season recap
- 1:35-1:50 Old Business
- (Amended) Resolution 2015-38 - Southern Tier Ag Economic Incentive Program (STAEIP)
 - Resolution #2015-50 – Adoption of the State of New York Deferred Compensation Plan
- 1:50-2:30 New Business
- Resolution #2015-51 – Allowing use of Contingency funds for Contract #C700993 (Ag Waste Facility Implementation, LLC)
 - Resolution #2015-52 - Adoption of Annual Plan of Work
 - Resolution #2015-53 - NYS District Law (Part B) – 2016 funding
 - Resolution #2015-54 – Approval of NYS Fiscal Year 2015-2016 FLOWPA Workplan
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EXECUTIVE SESSION: Review resumes for job vacancy announcement

Announcements/Meetings:

- Statewide Manager’s Meeting and Program Administration Meeting – 12:30pm November 17th through 12:00pm November 18th, Greek Peak Mountain Resort. Reservations due October 30
- Cover Crop Workshop – USDA Big Flats Plant Materials Center, November 6th, 9:30AM-3:30PM
- Climate Resilient Farming RFP open until December 14, 2015
- District Law Webinar – November 5, 2015, 10AM

Next Meeting Date: November 9, 2015

AGENDA
Regular meeting of the BOD Tompkins County SWCD
November 16, 2015, 12:30 PM
170 Bostwick Road, Ithaca, NY 14850

12:30 Meeting called to order

12:30 – 12:35 Additions/changes to the Agenda

12:35-12:40 Approval of October, 2015 Minutes

12:40-1:00 Reports of other agencies

NYS SWCC Report, NRCS

12:55-1:25 Treasurer's Financial Report - October

1:25-1:35 November Vouchers

Budget Review

1:35-1:40 Staff/Project Reports

Angel Hinickle, Jon Negley
James Balyszak – Hydrilla season recap

1:40-1:50 Old Business

- Resolution 2015-55 – Approval to Submit Proposal for Climate Resilient Farming Pilot Round – AGM01-CRF-R1-2015

1:50-2:30 New Business

- Requesting price quote from Tompkins Insurance Agencies, Inc. for District insurance coverage

EXECUTIVE SESSION: Review interview results for job vacancy

- Resolution 2015-56 – Approval of Hiring Qualified Candidate to Natural Resources Program Specialist

Announcements/Meetings:

**** December 14 – Holiday celebration – Share a dish to pass prior to, during, or after the meeting?**

Next Meeting Date: December 14, 2015

AGENDA

Regular meeting of the BOD Tompkins County SWCD

December 14, 2015, 12:30 PM

170 Bostwick Road, Ithaca, NY 14850

Meeting Cancelled 12/11/15

Minutes

Annual Organizational Meeting of the Board of Directors - Tompkins County SWCD
January 20, 2015
170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey, Jim Dennis, Dave Mckenna, Ron Updike, Alan Teeter (Directors)
Staff: Jon Negley
Guest: Barry Goodrich
Agencies: Pat Barry (NRCS), Justin Olsen (NRCS)

D. Carey, Chairman, called the meeting called to order at 12:30 pm. A quorum was present.

There were no additions to the Agenda. R. Updike moved to approve minutes of the December 8, 2014 Regular Board Meeting. Seconded by Allan Teeter. No discussion. Carried.

Pat Barry gave an update to the Board and passed out his NRCS Report. The District will be working with NRCS through an EQIP application (if funded) for streambank stabilization projects across three counties (Cortland, Tompkins, Schuyler). The District will also be coordinating with NRCS on 3 AgNPS grant project applications on the Lew/Lin, Jerry Dell and Sam Rose farms.

R. Updike moved to approve the financial reports as presented. A. Teeter Seconded. Carried.

Staff Reports were received ahead of the Board Meeting, but were not presented due to time constraints. J. Dennis had a question about Hydrilla funding that the County Administrator had approached him about. The District is asking the City and County for \$300,000 to cover upfront Hydrilla expenses to be reimbursed through a NYSDEC grant. Discussions are ongoing with both of these entities.

Organizational Business

Slate of Officers were recommended for consideration by Ron Updike...Dan Carey as Chair, Allan Teeter as Vice Chair, Dave Mckenna as Secretary/Treasurer, Jon Negley as Assistant Treasurer.

R. Updike moved to elect Dan Carey as Chair, Seconded by A. Teeter. No Discussion. Carried.

R. Updike moved to elect Alan Teeter as Vice Chair, Seconded by D. Carey. No Discussion. Carried.

R. Updike moved to elect Dave McKenna as Secretary/Treasurer, Seconded by A. Teeter. No Discussion. Carried.

R. Updike moved to elect Jon Negley as Assistant Treasurer. No Discussion. Carried.

R. Updike moved to table appointment of personnel and finance committee chairs until February meeting. Seconded by A. Teeter. Carried.

A. Teeter moved to accept Resolution #2015-1 naming Tompkins Trust Company as the District's official bank. Seconded by R. Updike. Carried.

R. Updike moved to accept Resolution #2015-2 naming the Ithaca Journal as the official newspaper for the District. Seconded by A. Teeter. Carried.

A. Teeter moved to accept Resolution #2015-3 designating the official Holiday Schedule for the District. Seconded by R. Updike. Carried.

R. Updike moved to accept Resolution #2015-4 adopting the official meeting schedule of the Tompkins County Soil and Water Conservation District Board of Directors. Seconded by A. Teeter. Carried.

D. Carey moved going into executive session to discuss personnel pay rates according to Resolution #2015-5 and #2015-5a @ 1:22 PM. Seconded by A. Teeter. Carried.

J. Dennis moved to come out of executive session @ 2:06 PM. Seconded by A. Teeter. Carried. D. McKenna was excused from the meeting at this time.

J. Dennis moved to accept Resolution #2015-5 discussed in executive session. Carried.

R. Updike moved to accept Resolution #2015-5a discussed in executive session with modifications of Gene Aarnio's salary to \$35,000 upon successful performance evaluation by the District Manager and Board after 6 months, and \$35,000 for the vacant clerk position. Seconded by A. Teeter. Carried.

J. Dennis moved Resolution #2015-6 accepting the District Rates for services. R. Updike Seconded. Carried.

A. Teeter moved Resolution #2015-7 approving \$50 Petty Cash fund. R. Updike Seconded. Carried.

R. Updike moved Resolution # 2015-8 approving second petty cash fund of \$50 as "change purse". A. Teeter Seconded. Carried.

J. Dennis moved Resolution #2015-9 authorizing certain recurring District expenditures before board approval at the next month's meeting. R. Updike Seconded. Carried.

A. Teeter moved Resolution #2015-10 adopting the Employee Handbook as presented. Seconded by R. Updike. R. Updike made a comment that Pg. 43 should reflect the current Holiday Schedule as adopted and be updated for future approval. Carried.

R. Updike moved Resolution #2015-11 approving the 2015 Annual Plan of Work for the District. A. Teeter Seconded. Carried.

End of Organizational Business

Old Business

R. Updike moved Resolution #2015-12 renewing of stormwater contracts with the Towns of Caroline, Newfield, Danby and Ulysses and the Tompkins County Stormwater Coalition. A. Teeter Seconded. Carried.

J. Dennis moved Resolution #2015-13 approving a municipal resolution to enter into a contract with NYSDEC through its WQIP program to implement a stream restoration project on Enfield Creek. R. Updike Seconded. Carried.

Applications for appointment to the At-Large member's seat for the Tompkins County Soil and Water Conservation District were received and reviewed. Aaron Ristow's application will be recommended to the County's "Planning, Energy and Environmental Quality" Committee for approval and appointment. J. Dennis will make this recommendation.

New Business

J. Dennis moved Resolution #2015-14 Approval of Tompkins County Appropriation Contract for 2015 Funding. Seconded by R. Updike. Carried.

The Cal Snow Contract Approval and Baker Workplan changes were tabled until the February meeting.

Performance Reviews were presented to the Board for review. The District Manager received performance reviews from 2 Board members that will be filed in his personnel folder.

D. Carey moved that the minutes reflect the appreciation for R. Updike staying on the Board past his term to serve as the At-Large member until a suitable replacement could be found.

D. Carey moved to adjourn at 2:36PM, Seconded by R. Updike. Carried.

Next meeting date: February 9th, 2015 at 12:30 pm

Respectfully Submitted:

Jon Negley, District Manager

Ron Updike, BOD Chairman

Minutes

Regular Meeting of the Board of Directors - Tompkins County SWCD
February 13, 2015
170 Bostwick Road, Ithaca, NY 14850

Present: Daniel Carey, David McKenna, Alan Teeter

Staff: Jon Negley

Guest: Aaron Ristow

Agencies: Justin Olsen (NRCS)

D. Carey, Chairman, called the meeting called to order at 12:31 pm. A quorum was present.

Additions to the agenda, under new business, included Resolution #2015-20 to authorized Tompkins County SWCD to receive direct reimbursement payment from the Hydrilla Program Manager for incurred Aflac insurance premiums. D. McKenna moved to approve minutes of the January 20, 2015 Regular Board Meeting. Seconded by Allan Teeter. No discussion. Carried.

Justin Olsen gave an update to the Board and passed out his NRCS Report. The District will be working with NRCS through an EQIP application that has been funded for streambank stabilization through the Local Working Group. NRCS is putting in application through EQIP for the Lew/Lin Farm and Sam Rose Farm to implement silage leachate and manure storage.

A. Teeter moved to approve the Abstract and P&L as presented. D. McKenna Seconded. Carried.

Vouchers – NYACD/NACD Dues were not approved. D. McKenna moved to approve all other vouchers including WQS, CSI invoices, NYS Ag and Markets deficit repayment of \$83,028.47, District Insurance, Transfers for employee benefit liabilities (vacation) of \$20,421.00, and transfer for end of year retirement projection of \$37,170.00. A. Teeter seconded. Carried.

Staff Reports - Due to time constraints the staff reports were only passed out and no verbal staff reports were given.

Old Business

The election of chairs and appointments to the Personnel/Finance Committees were tabled until a full board was selected and present for the meeting.

New Business

D. McKenna moved to request an extension from the State Comptroller's office to April 15th for submitting the District's Annual Treasurer's Report. A. Teeter Seconded. Carried.

A. Teeter moved to submit the State Reports to NYS Ag and Markets including (Eligible Expenditures, Performance Measures, Hourly Rates for Grant work, and annual report). Seconded by D. McKenna. Carried.

A. Teeter moved to approve Resolution #2015-16 "Approval of workplan change for NYS Ag and Markets Contract #C700991 (Sweyolakan Farms – Jamie Baker)". Seconded by D. McKenna. Carried.

D. McKenna moved to approve resolution #2015-17 "Cancelling contract #C700992 (Kirby Farm) due to lack of landowner funding capability." A. Teeter Seconded. Carried.

D. McKenna moved to approve resolution #2015-18 "Authorizing participation by the Tompkins County Soil and Water Conservation District in the Agricultural Nonpoint Source Abatement and Control Program created pursuant to section 11-b of the New York State Soil and Water Conservation District Law". A. Teeter Seconded. Carried.

D. McKenna moved to approve resolution # 2015-19 "Hydrilla Manager Housing Memorandum of Understanding with the Fingerlakes Lake Ontario Watershed Protection Alliance (FOLLOWPA). Seconded by A. Teeter. Carried.

A. Teeter moved to approve resolution # 2015-20 "Authorizing Tompkins County Soil and Water Conservation District to receive direct reimbursement payment from the Hydrilla Program Manager for incurred AFLAC insurance premiums." Seconded by D. McKenna. Carried.

D. Carey moved to adjourn at 2:36PM, Seconded by D. McKenna. Carried.

Next meeting date: March 9th, 2015 at 12:30 pm

Respectfully Submitted:

Jonathan Negley, District Manager

Daniel Carey, BOD Chairman

Minutes

Regular Meeting of the Board of Directors - Tompkins County SWCD
April 15, 2015
170 Bostwick Road, Ithaca, NY 14850

Present: Aaron Ristow, David McKenna, Alan Teeter
Staff: Jon Negley, Eugene Aarnio
Guest: None
Agencies: None

A. Teeter, Vice Chairman, called the meeting called to order at 12:30 pm. A quorum was present. There were no additions to the agenda.

D. McKenna moved to approve the minutes as presented. A. Ristow seconded. No discussion. Carried. There was no report from the sister agencies.

D. McKenna moved to approve the financial reports for the month of February. A. Ristow Seconded. Formatting of the new reports was discussed. Engineering costs for the Kirby contract still need to be paid to JESS engineering and the District will need to discuss with JESS Engineering and Kirby Farms about who is responsible to pay (~\$1,000). Motion Carried.

D. McKenna moved to approve the financial reports for the month of March. A. Ristow Seconded. It was noted that \$83,028.47 was paid to NYS Ag and Markets from various monies from previously closed out contracts that were due to the District. This leaves about \$100,000 left to pay back to the NYS Ag and Markets. Motion Carried.

Vouchers were read aloud and approved

D. McKenna moved to send a letter to Otsego County SWCD that invoicing the District for a bucket raffle item without proper communication and authorization beforehand would not be tolerated by the Tompkins County SWCD. A. Ristow seconded. Carried.

Staff/Project Reports - The Beck Farm Project report was given to the Board by the District Manager. Landowners have been contacting the local media outlets expressing their concerns over a manure storage being installed by Beck Farms with funding from NYS Ag and Markets through the District. A description of the project was given and all of the permits that have covered the project.

Gene Aarnio gave a report of the Tire Collection Event that is scheduled in the Town of Groton. He also gave a report of the AEM strategic plan and encouraged each board member to give feedback on the plan before it needs to be submitted.

Old Business

A Teeter moved to appoint (based on nominations from the District Manager) Aaron Ristow and Dave McKenna to the Personnel Committee, with Aaron Ristow acting as chair of the committee. Seconded by A. Ristow. Carried.

Appointing the finance committee was tabled until next month.

Approval of the treasurer's report was tabled until next month.

New Business

D. McKenna moved to approve Resolution # 2015-21 (Entering into a contract agreement #C305139-1415 with Oswego County SWCD for completion of workplan objectives through the FLOWPA program). Seconded by A. Ristow. Carried.

D. McKenna moved to approve resolution # 2015-22 (Authorizing extension of contract # C003198 with NYS Parks for eradication of Hydrilla within NYS Parks.). A. Ristow seconded. Carried.

D. McKenna moved to approve resolution #2015-24 (Authorizing Daniel Carey, Jonathan Negley, and David McKenna as authorized signers on District Bank Accounts). A. Ristow seconded. Carried.

D. McKenna moved to approve resolution #2015-21 (Entering into a contract with Allied Biological for 2015 Aquathol-K, Sonar Genesis, Sonar One, and Sonar H4C applications in Cayuga Inlet, Feeder Streams, Fall Creek, and southeast corner of Cayuga Lake in Ithaca, NY). A. Ristow seconded. There were 2 proposals from A-Tip Control and Allied Biological. The District accepted Allied Biological's proposal due to the fact that they factored in an entire seasons worth of application whereas A-Tip Control did not. Carried.

The Personnel Committee set a meeting date of April 21st to review the clerk resumes.

D. McKenna moved to adjourn at 2:30PM, Seconded by A. Ristow. Carried.

Next meeting date: March 9th, 2015 at 12:30 pm

Respectfully Submitted:

Jonathan Negley, District Manager

Alan Teeter, BOD Vice Chairman

Minutes

Regular Meeting of the Board of Directors - Tompkins County SWCD
May 11, 2015
170 Bostwick Road, Ithaca, NY 14850

Present: Jim Dennis, David McKenna, Dan Carey, Alan Teeter, Aaron Ristow
Staff: Jon Negley, Eugene Aarnio
Guest: None
Agencies: None

Dan Carey, Chair, called the meeting called to order at 12:33 pm. A quorum was present.

There were no additions to the agenda.

D. McKenna moved to approve the minutes as presented. J. Dennis seconded and was not present at the previous meeting. No discussion. (Alan Teeter joined meeting at this time) Carried.

A. Ristow joined the meeting at this time

The Ag and Markets Report was presented with updates on year 10 AEM reporting and beginning of AEM year 11. AgNPS contracts updates were given. The NYS budget EPF funding increased to Districts for the 2016 fiscal year. NYS Envirothon updates were given with dates of Envirothon competition. Soil Health grants are due June 15th. WQIP grants through DEC for water quality improvement projects are available until mid-July.

The NRCS gave their written report and is attached. EQIP Streambank RFP updates were given to the board. Updates on Long-Eared Bat and repercussions to forestry practices funded through federal programs were given.

A. Teeter moved to approve the financial reports for the month of April. D. McKenna Seconded. Opening and closing of new bank accounts were discussed. The accounts to be closed were FLOWPA 9-10, 10-11, 11-12, Jerry Dell, Cal Snow, Kirby Farms, Vision Quest and opening account for FLOWPA 13-14. Engineering costs for the Kirby contract still need to be paid to JESS engineering and the District will need to discuss with JESS Engineering and Kirby Farms about who is responsible to pay (~\$1,000). Motion Carried.

Vouchers were read aloud by D. McKenna (Treasurer), J. Dennis moved to approve vouchers presented, A. Teeter seconded. Carried.

Staff/Project Reports - Angel Hinckle gave a report of work she has been doing this past month. She reported on progress for the Enfield Creek Stream Restoration Project funded through WQIP funds and also the EQIP Streambank projects funded through NRCS. Jon Negley updated the Board on his vacation scheduled through Memorial Day.

J. Dennis moved resolution #2015-31 – Approval of hiring seasonal intern for Hydroseeding program. Seconded by D. McKenna. Carried.

Old Business

J. Dennis moved to appoint (based on nominations from the District Manager) Dave McKenna and Alan Teeter to the Finance Committee, with Dave McKenna acting as chair of the committee. Seconded by D. Carey. Carried.

D. McKenna moved resolution # 2015-26 – Submission of Treasurer's Report. J. Dennis Seconded. Carried.

J. Dennis moved resolution # 2015-27 – appointment of qualified candidate to Senior Account Clerk position. Seconded by D. McKenna.

Resolution #2015-28 – adoption of fiscal policies was tabled until next meeting.

New Business

D. McKenna moved to approve Resolution # 2015-29 (acceptance 2015 Hydrilla Plant Community Monitoring contract with Racine-Johnson). Seconded by A. Teeter. Carried.

D. Carey moved to approve resolution # 2015-30 (2015 Hydrilla Water Quality/chemical testing contract). D. McKenna seconded. Carried.

J. Dennis moved to approve resolution #2015-31 (Entering into contract with Tompkins County for \$200,000 to treat Hydrilla). A. Teeter seconded. Carried.

Resolution #2015-32 – (Entering into contract with City of Ithaca for \$100,000 to treat Hydrilla) was tabled until next meeting. J. Dennis moved, D. McKenna seconded. Carried.

D. McKenna moved to approve resolution #2015-33 (authorizing purchase of computer equipment and software). Seconded by J. Dennis. Carried.

D. Carey moved to adjourn at 2:30PM, Seconded by J. Dennis. Carried.

Next meeting date: June , 2015 8th, at 12:30 pm

Respectfully Submitted:

Jonathan Negley, District Manager

Dan Carey, BOD Chair

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
June 10, 2015
170 Bostwick Road, Ithaca, NY 14850

Present: Jim Dennis, David McKenna, Dan Carey, Alan Teeter, Aaron Ristow
Staff: Jon Negley, Kym Jackson
Guest: Barry Goodrich
Agencies: Justin Olsen and Patrick Barry, NRCS, Scott Fickbohm, SWCC

Dan Carey, Chair, called the meeting to order at 12:28pm. A quorum was present.

There were no additions to the agenda.

Aaron Ristow moved to approve the minutes as presented. D. McKenna seconded. No discussion. Carried.

Alan Teeter joined the meeting at 12:35.

Reports of Other Agencies:

The Ag and Markets Report was presented by Scott Fickbohm on the Spring 2015 Regional District Managers Meeting for Region 2 which occurred on June 8, 2015. The Round 21 rankings are underway, although later than usual. There should be improvements to the contract execution process, however. The State Committee received a record amount of applications. Announcements will be made in August and contracts should be received by the District in the November/December time frame. A possible Climate Resilient Farming Program was discussed but has not been formally unveiled by NYS yet. It will address many climate change issues such as greenhouse mitigation, adaptation, erosion controls, etc. More information is forthcoming. There are new invasive species regulations which may affect Districts' Tree and Shrub Policies and hydroseeding. New species have been identified and include moderately invasive species. Districts are encouraged to adopt these new guidelines. The adoption of a Spill Response Plan was suggested to Districts. Two new Nutrient Management Specialist positions were announced. They have been filled through internal promotions. Bethany Bzduch and Ron Bush will assist and be available for approval of plans

The NRCS gave their written report and is attached. New Program Specialist positions may be coming soon for each Micro team. This will provide contracting and office relief and allow for more field work. For a farm identified as holding property in both Tompkins and Cortland counties, the NRCS confirmed that the Ithaca office can process their work as their Micro team encompasses both counties. They have already provided technical assistance.

Financial Report & Vouchers:

J. Dennis moved to approve the financial reports for the month of May. A. Teeter seconded. The 2016 budget planning was discussed as a draft must be submitted by July 17, 2015 to the County. A draft budget will be created for review at the next board meeting. J. Dennis advised there were no budget cuts proposed or planned by the County Budget Committee which he Chairs. Second Quarter 2015 reimbursements need to be sent out. FLOWPA accounts are on track and are getting closed out. This will be seen in next month's reporting. Motion Carried.

Vouchers were read aloud by D. McKenna (Treasurer), D. Carey moved to approve vouchers presented, A. Ristow seconded. Carried.

Staff/Project Reports:

Kym Jackson was introduced as the Senior Account Clerk. No progress has been made in the hiring of an intern for the Hydroseeding Program. J. Negley, A. Hinickle, and E. Aarnio provided written reports of work they have been doing the past month.

Old Business:

Resolution #2015-28 – “Adoption of Fiscal Policies” was tabled until the next meeting to allow for further review.

D. McKenna moved to approve Resolution #2015-32 – “Entering into Contract with City of Ithaca for \$100,000 to treat Hydrilla”. J. Dennis seconded. Carried.

New Business:

D. McKenna moved to approve Resolution #2015-35 – “Entering into Contract with Hobart William Smith College for funds to conduct monitoring and sampling of Hydrilla in Cayuga Inlet”. A. Teeter seconded. Carried.

NYS Southern Tier Agricultural Industry Enhancement Program was discussed. The Program encompasses 11 counties in the Southern Tier and will allocate 30 million dollars over five (5) years to bring economic development to the counties and area farms. Tompkins County District is estimated to receive 1.4 million dollars of the funds. This award is based on farm quantities and other quantifying measures by New York State. Projects will need to be environmental and/or economic in nature. Farms should be in the AEM system, have a farm business plan, demonstrate they are good stewards and have a positive future. Education and materials will be provided by NYS and one district will be designated as the outreach coordinator. The funds are not competitive and will be approved on a first come, first served basis. The District will be responsible for procurement, administration, and outreach, but NYS will approve any applications. NYS requires a response of interest by June 12th. Board is in favor of pursuing the funds.

A Director’s Development Plan was introduced in draft form. The District missed some performance measure funds last year and this item is needed for Part C reimbursement funding. Board Members will also need to attend and document trainings and meetings. Feedback was requested from the Board Members for inclusion into an amended draft to be approved at the next meeting. The document may be updated and may evolve throughout the year but needs to be completed and submitted yearly. Special requests for applicable trainings and meetings will be considered on a case by case basis.

A Manure Storage Spill Response planning program was discussed based on recent events in Onondaga County and will be modelled after their program. Contact information, a flow chart of responsibility and notice, and media handling/announcements need to be compiled. Work will begin on a draft.

Eugene Aarnio joined the meeting and presented an updated AEM Strategic Plan in draft form. The format was changed dramatically and the District is looking for feedback from the Board. The District has successfully completed up to 3, 4, and 5 objectives and tasks. This plan is part of AEM’s year 11 funding which was due May

5, 2015. The Plan needs to be submitted around July 5th which is prior to the next Board Meeting. Revisions may be made to the document through the year and does not need to be approved by NYS. The document is a declaration of goals. A Resolution to pass the document will be created before the next meeting. A. Ristow moved to approve the resolution, J. Dennis seconded. Carried.

J. Dennis moved to adjourn at 2:27pm. Seconded by D. McKenna. Carried.

Next meeting date: July 13, 2015, at 12:30pm.

Respectfully Submitted:

Kym Jackson, District Clerk

David McKenna, BOD Secretary/Treasurer

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
July 13, 2015
170 Bostwick Road, Ithaca, NY 14850

Present: Jim Dennis, David McKenna, Dan Carey, Alan Teeter

Staff: Jon Negley, Kym Jackson

Agencies: Patrick Barry, NRCS, Greg Reynolds, TC Farm Bureau

Dan Carey, Chair, called the meeting to order at 12:32pm. A quorum was present.

There were no additions to the agenda.

Alan Teeter moved to approve the minutes as presented. Dan Carey seconded. No discussion. Carried.

Reports of Other Agencies:

The NRCS gave their written report and is attached.

Greg Reynolds, Vice President, Tompkins County Farm Bureau introduced himself and spoke of the Bureau's desire to increase education and DOT training. They hope to work closely with TCSWCD on producing a video demonstrating proper soil erosion control measures. There will be no cost to the TCSWCD. Greg will provide a write up and additional materials for approval by the Board at the next meeting.

Financial Report & Vouchers:

D. McKenna moved to approve the financial reports for the month of June. A. Teeter seconded. D. Carey commented that he felt the Tire Collection event was not advertised well enough. TCSWCD will look into additional publications for future events. Motion Carried.

June, 2015 Vouchers were read aloud by D. McKenna (Treasurer), along with Voucher #7-72015 and #8-72015. D. McKenna moved to approve vouchers presented, J. Dennis seconded. Carried.

Staff/Project Reports:

J. Negley, A. Hinckle, and E. Aarnio provided written reports of work they have been doing the past month. E. Aarnio will present his report later in the meeting.

Old Business:

D. McKenna moved to approve Resolution #2015-28 – "Adoption of Fiscal Policies". J. Dennis seconded. No discussion. Carried.

The final Director's Development Plan which was approved at the June 2015 Board Meeting was distributed to the Board members.

The Manure Storage Spill Response Planning document and discussion was tabled until the next meeting as it is not complete at this time. J. Dennis made the motion and D. McKenna seconded. No discussion. Carried.

New Business:

A. Teeter moved to approve Resolution #2015-36 – “Approval of Draft 2016 Budget”. D. McKenna seconded. J. Negley discussed two items on the Balance Sheet. As part of the STAEIP Program, there will be funds included for administrative expenses. J. Negley is hoping that this will allow further debt repayment and possibly the hiring of a part time employee to assist with the STAEIP Program, Hydroseeding work, and other varied tasks. J. Negley also pointed out how the Hydrilla Program Manager’s salary for the second half of 2016 will be unsupported and will be in deficit. An Over Target Request of approximately \$38,000 may be made for the 3rd and 4th quarter of 2016. All felt that addressing the Hydrilla species invasiveness was necessary. There should also be an increase in revenue from the Program Budget portion of the Budget. The only increase of expenses in the 2016 Budget over the 2015 Budget is the Hydrilla Program Manager’s salary (other than a standard percentage increase). Motion Carried.

The District Audit – 2014 was discussed. The only concern noted in the Audit was the outstanding debt. J. Negley will request Colleen Stannard meet with TCSWCD Staff and Board Members to provide an overview of the Audit to ensure nothing was overlooked and to reinforce TCSWCD’s commitment to reducing its debt.

A. Teeter moved to approve Resolution #2015-37 – “Entering into Contract with NYS Ag and Markets for AEM Base Funding (Year 11) Contract #C011614”. D. McKenna seconded. Carried.

D. Carey moved to approve Resolution #2015-38 – “Entering into Contract with NYS Ag and Markets to provide services for the Southern Tier Ag Industry Enhancement Program”. J. Negley distributed an email from Michael Latham outlining a tentative timeframe for contract development and execution. J. Dennis seconded. Carried.

J. Dennis moved to approve Resolution #2015-39 – “No-Cost Time extension for Sweylakan Farm Contract #C700991” and Resolution #2015-40 – “No-Cost Time extension for Beck Farm Contract #C700993”. A one year extension would be requested as the August 1st deadline to complete the work is quickly approaching and the inclement weather has been delaying progress and completion of both contracts. Internally, the August 1st deadline will be adhered to as closely as possible. The resolution is being requested at this Board Meeting as the State Committee will not meet in August and therefore, approval of the extensions may be held up. Pictures of the site conditions will be included in the requests for an extension. D. McKenna seconded. Carried.

J. Dennis moved to approve Resolution #2015-41 – “Time Extension and Contract scope of work change for 2012 FHM Program with TC Planning Department”. There is a balance of approximately \$8,500 remaining from the South Street Project. The County would like to shift the remaining funds to another project and complete a feasibility study on Cayuga Inlet. The next resolution is the contract agreement with Woidt Engineering to complete the study. D. McKenna seconded. Carried.

J. Dennis moved to approve Resolution #2015-42 – “Entering into contract agreement with Woidt Engineering to conduct a Feasibility Study on Cayuga Inlet for GIGP application to NYS”. The consultant is to do the work so no bid is required. D. McKenna seconded. Carried.

D. McKenna moved to approve Resolution #2015-43 – “Authorization to apply for WQIP funding through CFA”. The funding would support four (4) projects: Stormwater & drainage mapping in cooperation with the Coalition, Tompkins County Cooperative Extension, and Tompkins County IT Department. The mapping would be on the

TCSWCD website and would model the watershed to show infrastructure; continuation of the Hydroseeding Program; erosion and sediment control practices including possibly using compost blankets in cooperation with others; and stream restoration projects. The WQIP application deadline is July 31st. The Plan of Work will be finalized in consultation with the Board after the application approved by the State. A. Teeter seconded. Carried.

Eugene Aarnio joined the meeting and presented his work summary for last month. The AEM Strategic Plan has been received by NYS and is under review. It does not need to be approved, only accepted. Both the Beck and Baker projects have experienced many delays due to the wet weather. Concrete needs to be poured next at Beck's project when the proper conditions exist. The voucher for Year 10 will be sent. Cornell Cooperative Extension of Tompkins County had expressed an interest at combining vendor booths with TCSWCD at Farm City Day on August 1st. This is to better explain TCSWCD's role in farm projects (ponds and manure storage), their specifications and their monitoring. Eugene has reached out to CCE to see if they are still interested but has not heard back yet.

Jon will be scheduling a Personnel Committee Meeting and will be carrying out performance reviews earlier this year in anticipation of the new and online application system and schedule from Ag & Markets. An Executive Session will be scheduled, if needed.

D. Carey moved to adjourn at 2:10pm. Seconded by D. McKenna. Carried.

Next meeting date: August 10, 2015, at 12:30pm.

Respectfully Submitted:

Kym Jackson, District Clerk

David McKenna, BOD Secretary/Treasurer

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
August 10, 2015
170 Bostwick Road, Ithaca, NY 14850

Present: David McKenna, Dan Carey, Aaron Ristow

Staff: Jon Negley, Kym Jackson

Agencies: Justin Olsen, NRCS

Guests: Barry Goodrich, Colleen Stannard, Ciaschi, Dietershagen, Little, Mickelson & Company, LLP.

Dan Carey, Chair, called the meeting to order at 12:38pm. A quorum was present.

There were no additions to the agenda.

David McKenna moved to approve the minutes as presented. Aaron Ristow seconded. No discussion. Carried.

Reports of Other Agencies:

Justin Olsen, NRCS read their written report and it is attached. An August, 2015 NYS SWCC Report was provided and is attached.

Financial Report & Vouchers:

D. Carey moved to approve the financial reports for the month of July. A. Ristow seconded. The Hydroseeding Grant balance was discussed as there are funds remaining on the 2012-2015 Contract. J. Negley will follow up with the NYS DEC to see if supplies may be purchased in advance of next season and stored until needed. J. Negley will also verify if the materials purchased would be covered by insurance during the storage period. Motion Carried.

August, 2015 Voucher numbers 1-82015 through 10-82015 were presented for approval. Voucher number 9-82015 will be voided as the TCSWCD contract is not with the SePRO Corporation, but with another entity. TCSWCD will be re-invoiced. D. Carey moved to approve vouchers presented, A. Ristow seconded. Carried.

Staff/Project Reports:

J. Negley, A. Hinckle, and E. Aarnio provided written reports of work they have been performing the past month. J. Negley gave a Hydrilla Project update. He reported that there has not been enough biomass growth on the Southeast corner of the Cayuga Inlet to warrant treatment to date. However, with the current weather conditions, there may be enough before the end of August when the permit to apply the treatment expires. Ideas for additional funding sources for the Hydrilla Project and the Hydrilla Program Manager's salary were discussed in light of Tompkins County's decreased revenue for the second quarter in 2015 and the effect it may have on the 2016 Budget and funding of the TCSWCD Appropriation and any OTR's submitted.

Old Business:

- District Audit. C. Stannard distributed copies of the 2014 TCSWCD Audit and provided an overview. TCSWD's financial position has shown great improvements over the prior years' audit. New reporting regulations will be in effect for 2015; however, it should not affect the current budget. It is a reporting procedure for how governments record retirement monies. D. Carey will sign off on the 2014 Audit and return a copy to CDLM & Company.

- Budget Discussion with County Administrator. TCSWCD submitted its 2016 Budget and an Over-Target Request (OTR) for 2016 to support the Hydrilla Manager Contract for the 3rd and 4th quarter of 2016 as funding will run out. Due to a decrease in County 2015 revenue, the approval of the OTR is unlikely.
- Southern Tier Ag Economic Incentive Program (STAEIP). NYS is still working on the contract language and announcement of its finalization is expected in September. TCSWCD has received approximately 8 to 10 inquiries about the program from interested parties to date.
- Manure Storage Spill Response planning. J. Negley provided a draft of a Flow Chart for Response to Agricultural Spills in Tompkins County. This document outlines when and who to contact in the event of an agricultural spill. Feedback was requested and a final draft will be presented at a future Board Meeting.

New Business

- Beck Farm Contract Payment. RESOLUTION No. 2015-44 – Authorization to pay Beck Farms, LLC under contract #C700993. A. Ristow made the motion for consideration. A vote was taken and the adoption of Resolution No. 2015-44 was rejected. D. McKenna seconded. Motion carried.

D. Carey made the motion to go to Executive Session to discuss a personnel issue. A. Ristow seconded. Motion carried. Meeting suspended for Executive Session called to order at 2:07pm by D. Carey. D. Carey, D. McKenna, Aaron Ristow, and Jon Negley, present. D. Carey moved to adjourn at 2:24pm. D. McKenna seconded. Carried.

Aaron Ristow departed the meeting at 2:26pm. No quorum present. Discussions to follow:

- Manure Storage Spill Response planning. Should be changed to Agricultural Spill Response planning. Upon completion and finalization of the flow chart draft and other documents, education and outreach should be made to area responders. A map of surrounding counties and contacts in the Tompkins County watershed may be useful, as well. Further discussion to follow at future meetings.
- FOLLOWPA Dues. FOLLOWPA members will now be asked to pay a fee of \$100 annually to cover the costs associated with legislative outreach. This fee will be requested by January 1st of each year.
- Ag Plastics Baler Contract Renewal. TCSWCD is considering whether renewing the Baler Cooperation Agreement with Cornell University with their Recycling Agricultural Plastics Project is prudent in its current structure. The NYS DEC funds which supported the equipment purchase and contract has expired. Should TCSWCD consider cooperative agreements with other counties? There is housing/storage of the baler, trailer, and hydraulic power unit, storage of materials, maintenance of the equipment, operating time and availability to consider.

Meeting adjourned at 2:49pm.

Next meeting date: September 14, 2015, at 12:30pm.

Respectfully Submitted:

Kym Jackson, District Clerk

David McKenna, BOD Secretary/Treasurer

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
September 14, 2015
170 Bostwick Road, Ithaca, NY 14850

Present: David McKenna, Dan Carey, Alan Teeter
Staff: Jon Negley, Kym Jackson
Agencies: Justin Olsen, NRCS

Dan Carey, Chair, called the meeting to order at 12:31pm. A quorum was present.

There were no additions to the agenda.

David McKenna moved to approve the minutes as presented. Alan Teeter seconded. No discussion. Carried.

Reports of Other Agencies:

Justin Olsen, NRCS read their written report and it is attached.

Jim Dennis arrived at 12:41pm.

Aaron Ristow arrived at 12:46pm.

Financial Report & Vouchers:

A. Teeter moved to approve the financial reports for the month of August. D. McKenna seconded. No discussion. Motion Carried.

D. McKenna moved to approve the September, 2015 Vouchers. Jim Dennis seconded. Voucher numbers 1-92015 through 15-92015 were presented. Voucher number 14-92015 is a County expense and will be paid pending the Counties decision on how TCSWCD will be reimbursed. D. McKenna moved to approve vouchers presented with this stipulation, A. Teeter seconded. Carried.

Staff/Project Reports:

Angel Hinickle provided a written report of work she has been performing the past month and presented an update of the recent stream training and Coalition events she has been involved in.

Old Business:

- Resolution #2015-45 – Renewal of Ag Plastics Baler Agreement. D. McKenna made the motion to approve, A. Teeter seconded. Discussion established without grant funds which expire in March, 2016, TCSWCD does not have the resources to renew the contract. Unanimous vote. Motion denied.
- Southern Tier Ag Economic Incentive Program (STAEIP). No updates are available from NYS at this time.
- Manure Storage Spill Response planning. Currently, the response is handled by NYSDEC. The program is evolving and work will continue on the draft of a formal response procedure.

New Business

- Resolution #2015-46 – Entering into contract agreement with FLOWPA as subcontractor for ANS FWS 14 funding (Hydrilla). J. Dennis made the motion for consideration. A vote was taken and the adoption of Resolution No. 2015-46 was accepted. A. Ristow seconded. Motion carried.
- Resolution #2015-47 – FLOWPA 14-15 Contract – Entering into contract with Kris Keelhar (Peru Road, Groton) to fund \$5,000 stream stabilization project. D. McKenna made the motion to approve, A. Teeter seconded. Assignment of payment will be made directly to the contractor. A vote was taken and the adoption of Resolution No. 2015-47 was accepted. Motion carried.
- TCSWCD will develop further criteria and a guide or system to rank projects for other/additional FLOWPA funds for the next Board Meeting.
- Resolution #2015-48 – Enrolling in added health/retirement benefit plans. J. Dennis made the motion to approve, D. McKenna seconded. Motion carried.
- Resolution #2015-49 – Authorization to advertise for Natural Resource Program Specialist position. D. McKenna made the motion to approve, A. Ristow seconded. Tompkins County Personnel Office approved the attached Position Description and the salary range was discussed. A vote was taken and the adoption of Resolution No. 2015-48 was accepted. Motion carried.
- The next Board of Directors meeting scheduled on October 12th was rescheduled on October 26, 2015 due to the Columbus Day Holiday and to allow sufficient time for applicants to respond to the position posting for review at the next meeting.

J. Dennis moved to adjourn at 2:22. Seconded by D. McKenna. Carried.

Next meeting date: October 26, 2015, at 12:30pm.

Respectfully Submitted:

Kym Jackson, District Clerk

David McKenna, BOD Secretary/Treasurer

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
October 26, 2015
170 Bostwick Road, Ithaca, NY 14850

Present: David McKenna, Dan Carey, Alan Teeter, Aaron Ristow, Jim Dennis

Staff: Jon Negley, Kym Jackson

Agencies: Justin Olsen, NRCS, Patrick Barry, NRCS

Dan Carey, Chair, called the meeting to order at 12:31pm. A quorum was present.

12:32 Alan Teeter arrived.

There were no additions or changes to the agenda.

David McKenna moved to approve the minutes as presented. Aaron Ristow seconded. No discussion. Carried.

Reports of Other Agencies:

Patrick Barry, NRCS read their written report and it is attached. Patrick also commented they have received approximately 22-23 applications in Tompkins County alone this year. The majority of projects were for high tunnels and forestry conservation plans. Project eligibility should be announced on November 16th.

Financial Report:

Jim D. moved to approve the financial reports for the month of September. A. Teeter seconded. With the payment of some of the last few Hydrilla Program application checks being paid for the season, a brief discussion ensued on the program. The program will be reviewed over the winter for next year's monitoring and subsequent applications. Other open AgNPS and FL-LOWPA contracts were discussed and noted their progress was right on target for completion. J. Dennis motioned to approve the financial reports and A. Teeter seconded. Motion Carried.

J. Dennis moved to approve the October, 2015 Vouchers. Dave McKenna seconded. The repair of the HP Plotter was discussed and the decision to phase it out was made. Additional repairs were not warranted for the amount the equipment is used by the District. Jon will check with the Tompkins County Highway Department to see if they are interested in purchasing it. They have expressed an interest in the past. Jon also presented a membership renewal form from the National Association of Conservation Districts and all Board Members left the decision to renew up to him. Jon is better able to weigh the returns associated with the membership to the contributions made. A vote was taken and the vouchers were approved. Motion carried.

Jim Dennis departed at 1:15

Justin Olsen departed at 1:16

Staff/Project Reports:

Angel Hinickle and Jon Negley provided a written report of work they have been performing the past month and they are attached. James Balyszak was working in the field and was unable to present his report at this time. Jon announced the addition of Eli Robinson helping the District. Eli had submitted an application for the vacant Natural Resource

Specialist position posted by the District but lacked the minimum experience qualifications required and was therefore disapproved. Eli will be assisting the District as a Volunteer in order to gain addition experience and knowledge for his future endeavors. The appropriate paperwork was completed and he has already begun helping Jon with a hydroseeding project. He will also be surveying, helping with records management, and filling in as needed when he is available.

Old Business:

- (Amended) Resolution #2015-38 –Southern Tier Ag Economic Incentive Program (STAEIP). D. McKenna made the motion to approve, A. Teeter seconded. The resolution is being amended as more information is available from NYS. Approximately five to six parties have verbally expressed an interest in the grant funds. This interest was generated without any press releases or formal announcement from the District. A vote was taken and the adoption of (Amended) Resolution No. 2015-38 was accepted. Motion carried.
- Resolution #2015-50 – Adoption of the State of New York Deferred Compensation Plan. A. Teeter made the motion to approve, A. Ristow seconded. The adoption of the NYS Deferred Compensation Plan had already been approved at September's meeting. However, the resolution did not include language required by New York State. A vote was taken and the adoption of Resolution No. 2015-50 was accepted. Motion carried.

New Business

- Resolution #2015-51 – Allowing use of Contingency funds for Contract #C700993 (Ag Waste Facility Implementation, LLC). A. Ristow made the motion for consideration. A. Teeter seconded. The bid/contract has been followed but there have been project overruns which Russ Beck has been paying. A vote was taken and the adoption of Resolution No. 2015-51 was accepted. Motion carried.
- Resolution #2015-52 – Adoption of Annual Plan of Work. D. McKenna made the motion to approve, A. Teeter seconded. The Annual Plan of Work is due to NYS November 1st. The earlier submission ensures indemnification from the State. The award from the Committee to fund Project ID #51-1 was discussed. It is unclear of the future of the funds as rumors have surfaced that the farm owner may be selling the property. A vote was taken and the adoption of Resolution No. 2015-52 was accepted. Motion carried.
- Resolution #2015-53 – NYS District Law (Part B) – 2016 Funding. D. McKenna made the motion to approve, A. Ristow seconded. The District would like to use the funds to host another Tire Collection Event. In the past, this event has gained good partnering with other entities and positive PR for farms, in addition to conserving resources. A vote was taken and the adoption of Resolution No. 2015-53 was accepted. Motion carried.
- Resolution #2015-54 – Approval of NYS Fiscal Year 2015-2016 FLOWPA Workplan. A. Ristow made the motion to approve, D. McKenna seconded. The idea of using compost socks was discussed. They can be filled with a mulch blower which FINN has offered to demonstrate for a day. Perhaps this can be tied in with outreach? A vote was taken and the adoption of Resolution No. 2015-53 was accepted. Motion carried.
- Jon reviewed the Announcements/Meetings presented in the agenda and reminded everyone to track their participation to ensure the District's Performance Measures have been met.

D. Carey made a motion to move to Executive Session at 1:52pm to discuss personnel matters, namely the review of resumes received for the job vacancy. A. Ristow seconded. D. Carey moved to adjourn the Executive Session at 2:33pm. Seconded by D. McKenna. Carried.

D. McKenna moved to adjourn the Regular Meeting at 2:34pm. Seconded by A. Teeter. Carried.

Next meeting date: November 9, 2015, at 12:30pm.

Respectfully Submitted:

Kym Jackson, District Clerk

David McKenna, BOD Secretary/Treasurer

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
November 16, 2015
170 Bostwick Road, Ithaca, NY 14850

Present: David McKenna, Dan Carey, Alan Teeter, Aaron Ristow
Staff: Jon Negley, Kym Jackson
Agencies: Justin Olsen, NRCS

Dan Carey, Chair, called the meeting to order at 12:40pm. A quorum was present.

There were no additions or changes to the agenda.

David McKenna moved to approve the minutes as presented. Aaron Ristow seconded. No discussion. Carried.

Reports of Other Agencies:

Justin Olsen, NRCS read their written report and it is attached. Justin reminded everyone the EQIP deadline is today. For Baker's Project, there is some seeding left to do to cover an exposed area. Patrick & Justin may attend the CCA training on December 1-3rd. J. Negley will be attending the training. J. Negley has also been hearing some feedback from landowners that they would like more advance notice on the availability of funds and the application deadlines.

Financial Report:

D. McKenna moved to approve the financial reports for the month of October. A. Ristow seconded. J. Negley mentioned Beck's Project went \$50,000 to \$60,000 beyond its budget with the overruns being covered by the landowner and J. Negley was currently working to close the project out. Bakers' Project is moving forward and the concrete work is just about completed. The County budget should be passed at their meeting on the 17th. J. Negley advised the NYS Retirement contribution payment would be on the abstract at the next Board meeting and the funds have been set aside in a savings account. He also mentioned the Ford pick-up truck is 5 years old and the Board might want to think about a vehicle rotation schedule for the future. A vote was taken and the financial reports were approved. Motion Carried.

D. McKenna moved to approve the November, 2015 Vouchers. D. Carey seconded. No discussion. A vote was taken and the vouchers were approved. Motion carried.

2016 Budget:

The Draft Budget which was prepared in July was redistributed to be reviewed prior to the December 14th Board Meeting for a final version to be voted on at that time. Members requested K. Jackson and J. Negley prepare a report which shows the 2015 budget and costs to date next to the proposed 2016 budget for an easier comparison. They will create a spreadsheet for the December meeting.

Alan Teeter arrived at 1:20

Staff/Project Reports:

Angel Hinickle provided a written report of work she has been performing the past month and it is attached. Jon Negley did not provide a written report this month. James Balyszak provided a recap of the Hydrilla Program over the 2015 season. There was delayed growth of the Hydrilla, so treatments did not begin until mid-August. Monitoring continued

to November 2nd. The Inlet reports were promising as they showed only trace amounts of Hydrilla remaining. The Fall Creek area proved to be more challenging in the backwater areas as some Hydrilla was surviving and growing after the treatments. The SE corner showed no growth. In 2016, Inlet treatments may be scaled back. He also reaffirmed the County and City advance funding was much appreciated during the season while the District waits for reimbursement from the FWS and NYSDEC funding. There is one more, one year extension allowed on the NYSDEC contract. In 2016, applying spot treatments could potentially save the District \$100,000 to \$130,000. However, he warned that with decreased treatments, there would most likely be increased monitoring. James is working on preparing a project summary with the Hydrilla Task Force then a peer review of the report will be completed. A RFP would most likely be prepared and submitted in March of 2016. There have not been any substantial cost increases in the last few years in purchasing the herbicide; however, next year the District may see an increase in its cost.

Old Business:

- Resolution #2015-55 – Approval to Submit Proposal for Climate Resilient Farming Pilot Round – AGM01-CRF-R1-2015. D. McKenna made the motion to approve, A. Ristow seconded. Approval of this resolution would allow the District to submit an application on behalf of a farm for funding. Currently, there are no participating farms. A vote was taken and the adoption of Resolution No. 2015-55 was accepted. Motion carried.

New Business

J. Negley and K. Jackson have requested information and a price quote from Tompkins Insurance Agencies, Inc. for District insurance coverage. The District policies are due to renew on February 1, 2016. J. Negley and K. Jackson explained that only the servicing agency for the policies would be changed. The insurance carrier/underwriter would not necessarily change. They would like to support a local company and do a review of the Districts coverage to ensure it is current and applicable. Currently, the servicing agency is located in Hornell, NY. A representative from Tompkins Insurance Agencies, Inc. will be present at the next Board Meeting to explain their services and philosophy.

EXECUTIVE SESSION:

D. Carey made a motion to move to Executive Session at 1:50pm to discuss personnel matters – to select a Natural Resources Program Specialist for the job vacancy. A. Ristow seconded.

- Resolution #2015-56 – Approval of Hiring Qualified Candidate to Natural Resources Program Specialist. D. McKenna made the motion to approve Paul Gier as the primary candidate and Brad DeFrees as the secondary candidate. D. Carey seconded. A vote was taken and the adoption of Resolution No. 2015-56 was accepted. Motion carried.

D. Carey moved to adjourn the Executive Session at 2:07pm. Seconded by A. Ristow. Carried.

D. Carey moved to adjourn the Regular Meeting at 2:11pm. Seconded by D. McKenna. Carried.

Next meeting date: December 14, 2015, at 12:30pm. The meeting will be held in the conference room downstairs and will include a dish to pass.

Respectfully Submitted:

Kym Jackson, District Clerk

David McKenna, BOD Secretary/Treasurer