

AGENDA
Regular meeting of the BOD Tompkins County SWCD
January 11, 2016, 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 November, 2015 Minutes (December, 2015 Meeting Cancelled)
- 12:40-1:05 Reports of other agencies
 NYS SWCC Report, NRCS
 Tompkins Insurance Agencies, Inc.
- 1:05-1:25 Treasurer’s Financial Report – November & December
- 1:25-1:35 January Vouchers
- 1:35-1:40 Staff/Project Reports
 Welcome Paul Gier
- 1:40-2:40 Organizational Meeting
- Resolution 2016-1 - Resolution 2016-1 - Official Bank Designation
 - Resolution 2016-2 - Official Newspaper Designation
 - Resolution 2016-3 - Adoption of 2016 Holiday Schedule
 - Resolution 2016-4 - Board Meeting Schedules
 - Resolution 2016-5 - Approval of the 2016 Budget
 - Resolution 2016-5a – Payroll Certification
 - Resolution 2016-6 - Rates for Services
 - Resolution 2016-7 - Approval of Routine Expenditures
 - Resolution 2016-11 – Adoption of Employee Handbook
 - Resolution 2016-12 – Appointment of Fiscal Officer/Secretary/Assistant Treasurer
- 2:40-2:50 Old Business
- Resolution 2015-57 - Approval to Change Insurance Agencies to Tompkins Trust Insurance Agencies, Inc.
- 2:50-3:30 New Business
- Resolution 2016-8 - Entering Into Contract Agreements with the Town of Danby, Newfield, Ulysses, Caroline and the Town of Ithaca for Stormwater Technical Services
 - Resolution 2016-9 - Entering Into a Contract Agreement with Tompkins County for Services to the County With Reimbursement of \$243,317.00
 - Resolution 2016-13 – Ludlowville Stormwater Control As-builts
 - Resolution 2016-14 – Tompkins County Flood Hazard Mitigation Contract Extension
 - Resolution 2016-15 – FLOWPA 1314 contract for Cal Snow Laneway roof
 - Resolution 2016-16 – RS Parker Landscaping contract for Cayuga Inlet tree planting

Announcements/Meetings:
Southern Tier Funding Application Opening – January 19th

Next Meeting Date: February 8, 2016

AGENDA
Regular meeting of the BOD Tompkins County SWCD
February 8, 2016, 3:30 PM
170 Bostwick Road, Ithaca, NY 14850

3:30 Meeting called to order

3:30–3:35 Additions/changes to the Agenda

3:35-3:40 Approval January, 2016 Minutes

3:40-4:05 Reports of other agencies

NYS SWCC Report, NRCS, Farm Service Agency

4:05-4:25 Treasurer’s Financial Report – January

4:25-4:35 February Vouchers

4:35-4:40 Staff/Project Reports

Paul Gier – STAEIP Progress Report

4:40-4:50 Old Business

- Resolution 2015-57 – AMENDED Approval to Change Insurance Agencies to Tompkins Trust Insurance Agencies, Inc. Effective 2/1/2017

4:50-5:30 New Business

- Resolution 2016-17 - Entering Into Contract with Tompkins County for \$200,000 to conduct Hydrilla eradication project activities
- Formation of Finance and Personnel Committees
- Adoption of Cooperator Agreement Form

Announcements/Meetings:

Next Meeting Date: March 14, 2016

AGENDA
Regular meeting of the BOD Tompkins County SWCD
March 14, 2016, 3:30 PM
170 Bostwick Road, Ithaca, NY 14850

- 3:30 Meeting called to order
 Additions/Changes to the Agenda
- 3:30-3:35 Approval of February 2016 Minutes
- 3:35-3:50 Reports of other agencies

 NYS SWCC Report,
 NRCS,
 Farm Service Agency – Bridges to Opportunity Program
- 3:50-4:00 Treasurer’s Financial Report – February
- 4:00-4:05 March Vouchers for Approval
- 4:05-4:15 Staff/Project Reports

 Angel Hinickle, Paul Gier
- 4:15-4:25 Old Business

 RESOLUTION NO.: 2016-10 – Adoption of Fiscal Policies for the Tompkins County Soil and Water Conservation District. Amendments to page 18 account values were never established at January 11, 2016 meeting.
- RESOLUTION NO.:2015-13 (AMENDED) – 1 year contract extension for NYSDEC grant to conduct work on Enfield Creek.
- 4:25-4:35 New Business

 RESOLUTION NO.:2016-19 – Entering into Contract agreement #DEC01-C00075GG-3350000 with the New York State Department of Environmental Conservation (NYSDEC)
- RESOLUTION NO.:2016-20 – Entering into sub-agreement with CCE for Stormwater Mapping Work
- RESOLUTION NO.:2016-21 – MOU with County ITS for internet based mapping services
- 4:35-5:30 Training Presentation –
 Scott Fickbohm (NYSSWCC – Director Roles and Responsibility Training Module)

Announcements/Meetings:

- The first Tire Collection Event for 2016 is tentatively scheduled for April 23rd at the Lansing Town Barns.
Next Meeting Date: April 11, 2016

AGENDA
Regular meeting of the BOD Tompkins County SWCD
April 11, 2016, 3:30 PM
170 Bostwick Road, Ithaca, NY 14850

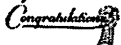
- 3:30 Meeting called to order
- Additions/Changes to the Agenda
- 3:30-3:35 Approval of March 2016 Minutes
- 3:35-3:50 Reports of other agencies
 NYS SWCC Report,
 NRCS,
 Farm Service Agency
- 3:50-4:00 Treasurer's Financial Report – March
- 4:00-4:05 April Vouchers for Approval - (Ag and Markets 2016 deficit payment)
- 4:05-4:15 Staff/Project Reports
 Angel Hinickle, Paul Gier
- 4:15-5:00 Old Business
 -Discussion on email/website domain transfer to Tompkins County ITS
 -Review of contracts/procurement procedures for STAIEP
 -Approval of ranking forms for FLOWPA projects
- 4:25-5:30 New Business
 -Approval of Resolution #2016-22 (Entering into contract with Hydrilla herbicide applicator)
 -Hiring of Hydroseeding employee
 -Update on Environmental Protection Fund
 -Update on Newfield Flooding Meeting with Congressman Reed and Senator O'Mara's office

Announcements/Meetings:

Performance Measure Meetings

- *Conservation District Employees/New York Association of Conservation Districts joint meeting, June 2nd, 10:00-2:00 PM, Cortland Soil and Water Conservation District
- *FLOWPA Spring Workshop, May 12th 10:00AM-2:00PM, Cayuga County Soil and Water Conservation District

- *The first Tire Collection Event for 2016 is scheduled for April 23rd from 11:00am to 3:00pm at the Lansing Town Barns. Please come if you can to interact with the public that we serve.*
- *Kym Jackson has been appointed to Permanent status with the SWCD through the NYS Civil Service.*



- Next Meeting Date: May 9, 2016

AGENDA
Regular meeting of the BOD Tompkins County SWCD
May 9, 2016, 3:30 PM
170 Bostwick Road, Ithaca, NY 14850

- 3:30 Meeting called to order
- Additions/Changes to the Agenda
- 3:30-3:35 Approval of April 2016 Minutes
- 3:35-4:15 Reports of other agencies
 NYS SWCC Report,
 NRCS,
 Farm Service Agency,
 NYACD
- 4:15-4:25 Treasurer's Financial Report – April
- 4:25-4:30 May Vouchers for Approval
- 4:30-4:45 Staff/Project Reports
 Angel Hinickle, Paul Gier
- 4:45-5:00 Old Business
 -Hiring of hydroseeding employee
 -Approval of ranking forms for FLOWPA projects
- 5:00-5:30 New Business
 -Approval of Resolution #2016-23 (approval of shared service agreement for equipment, materials)
 -Approval of Resolution #2016-24 (Hydrilla plant community monitoring bid approval)
 -Approval of Resolution #2016-25 (Hydrilla water quality monitoring bid approval)
 -Review Draft of Workplace Violence Prevention Training Program

Announcements/Meetings:

Performance Measure Meetings

***Conservation District Employees/New York Association of Conservation Districts joint meeting, June 2nd, 10:00-2:00 PM, Cortland Soil and Water Conservation District**

***FLOWPA Spring Workshop, May 12th 10:00AM-2:00PM, Cayuga County Soil and Water Conservation District**

- Next Meeting Date: June 13, 2016 (do we want to schedule one short meeting in between to approve seasonal workers, and seed bids?)

AGENDA
Special meeting of the BOD Tompkins County SWCD
May 23, 2016, 12:30 PM
170 Bostwick Road, Ithaca, NY 14850

12:30 Meeting called to order

Additions/Changes to the Agenda

12:30-12:40 Additional May Vouchers for Approval

12:40-1:10 Old Business

- Resolution #2016 – 26 Hydrilla Manager MOU for 2016 approval
- Resolution #2016 – 27 Seasonal employee job description approval and interview schedule
- Resolution #2016 – 28 Approving permit signature for herbicide applications
- Resolution #2016 – 29 Approving MOA for NYS Parks funding of Hydrilla
- Resolution #2016 – 30 Entering into contract agreement #DEC01-C00096GG-3350000 and #DEC01-C00094GG-3350000 with the NYSDEC

Announcements/Meetings:

NYS CDEA/NYACD Meeting - June 2, 2016 10:00AM-2:00PM @ Cortland Grange Hall

NYS District Manager's Meeting – June 10, 2016 10:00AM-2:00PM @ Cortland Grange Hall

(Manager's meeting will include District discussion on Cayuga Lake TMDL afterwards)

- Next Regular Meeting Date: June 13, 2016

AGENDA
Regular meeting of the BOD Tompkins County SWCD
June 13, 2016, 3:30 PM
170 Bostwick Road, Ithaca, NY 14850

- 3:30 Meeting called to order
- Additions/Changes to the Agenda
- 3:30-3:40 Approval of May Regular Meeting 2016 Minutes
Approval of May Special Meeting 2016 Minutes
- 3:40-4:00 Reports of other agencies
 NYS SWCC Report,
 NRCS
- 4:00-4:15 Staff Report
 James Balyszak – Hydrilla Update
- 4:15-4:30 Treasurer’s Financial Report – May
- 4:30-4:40 June Vouchers for Approval
- 4:40-5:00 Old Business
 -Hiring of Seasonal Worker
 -Update of Workplace Violence Prevention Training Program & Safety Training
 -Approval of Resolution #2016-30 – AMENDED - Enter into contract agreement #DEC01-
C00096GG-3350000 and #DEC01-C00094GG-3350000 with the New York State Department of
Environmental Conservation (NYSDEC)
- 5:00-5:30 New Business
 -Approval of Resolution #2016-31 – Purchase of GPS equipment under NYSDEC contract
 -Approval of Resolution #2016-32 – Purchase of Hydroseeding materials under NYSDEC contract

Announcements/Meetings:

- Next Meeting Date: July 11, 2016

AGENDA
Regular meeting of the BOD Tompkins County SWCD
July 11, 2016, 3:30 PM
170 Bostwick Road, Ithaca, NY 14850

- 3:30 Meeting called to order
- Additions/Changes to the Agenda
- 3:30-3:40 Approval of June Regular Meeting 2016 Minutes
- 3:40-4:00 Reports of other agencies
 NYS SWCC Report,
 NRCS
- 4:00-4:15 Staff Report
 Angel Hinickle, Paul Gier (written)
 Introduction of Michael Hall
- 4:15-4:30 Treasurer's Financial Report – June
- 4:30-4:40 July Vouchers for Approval
- 4:40-5:00 Old Business
 -Update of Workplace Violence Prevention Training Program & Safety Training
 -Meetings/Trainings Scheduled to Year End which qualify for Performance Measures
- 5:00-5:30 New Business
 -Resolution #2016-33 – Entering into contract with City of Ithaca for 2016 Hydrilla eradication activities
 -Resolution #2016-34 – Approval of 2017 Draft Budget
 -Resolution #2016-35 – Adoption of Tompkins County FOIL Policy and TCSWCD Subject Matter List
 -Resolution #2016-36 – Entering into MOA with Hydrilla Program Manager
 -Letter of Support for The Town of Ulysses who is applying for state funding in order for the Town to acquire 32 acres of land off of Salo Drive

Announcements/Meetings:

- Next Meeting Date: August 8, 2016

AGENDA
Regular meeting of the BOD Tompkins County SWCD
August 15, 2016, 3:30 PM
170 Bostwick Road, Ithaca, NY 14850

3:30 Meeting called to order

Additions/Changes to the Agenda

3:30-3:40 Approval of July Regular Meeting 2016 Minutes

3:40-4:00 Reports of other agencies
 NYS SWCC Report,
 NRCS

4:00-4:15 Staff Report
 Angel Hinickle (written)
 Paul Gier – STAIEP Update

4:15-4:30 Treasurer's Financial Report – July

4:30-4:40 August Vouchers for Approval
 -Quickbooks Backup discussion

4:40-5:00 Old Business
 None

5:00-5:30 New Business

-Resolution 2016-37 – Entering into contract agreement with FLOWPA for US Fish and Wildlife Service's Aquatic Nuisance Species Eradication Grant FY 15 - \$225,000 (Hydrilla)

-Resolution 2016-38 – Entering into contract with NYS Ag and Markets for AEM reimbursement Yr 12

-Resolution 2016-39 – Entering into contracts with STAIEP awarded farms under round 1 of program

-Review of 2016 Inero & Co. audit of District's 2015 financial activities.

Announcements/Meetings:

- New York Association of Conservation Districts Annual Meeting (October 18th-20th, 2016)...Registration is due September 15th !! (Performance Measure Credit)
- ***Please schedule a finance committee meeting to conduct board audit of District Financials and review outside audits
- Next Meeting Date: September 12, 2016

AGENDA
Regular meeting of the BOD Tompkins County SWCD
September 12, 2016, 3:30 PM
170 Bostwick Road, Ithaca, NY 14850

Meeting Cancelled & Rescheduled for October 3, 2016

AGENDA
Regular meeting of the BOD Tompkins County SWCD
October 3, 2016, 12:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 12:00 Meeting called to order
- Additions/Changes to the Agenda
- 12:00-12:10 Approval of August Regular Meeting 2016 Minutes
- 12:10-12:30 Reports of other agencies
 NYS SWCC Report,
 NRCS
 Letter of Support - 2016 NYACD Resolution from Cortland
- 12:30-12:45 Staff Report
 Paul Gier (August - written)
- 12:45-1:00 Treasurer's Financial Report
 August
 September
- 1:00-1:10 October Vouchers for Approval
 New York Farm Bureau Membership Renewal
 Management Representation Letter – 2015 Audit
- 1:10-1:30 Old Business
 None
- 1:30-2:00 New Business

- Resolution 2016-40 – Entering into Contract with Jerry Dell Acres, Inc. for completion of Silage Leachate Collection System
- Resolution 2016-41 – Entering into one year contract with the Community Science Institute to monitor water quality for watersheds draining into the south end of Cayuga Lake.
- Resolution 2016-42 – Appointing member to seat on Water Resources Council for Tompkins County
- Resolution 2016-43 – Approval of 2016-2017 FLOWPA Workplan for Tompkins County
- Resolution 2016-44 - Adoption of 2017 Annual Plan of Work

Announcements/Meetings:

- New York State 2016 Irrigation Workshop (November 15-17, 2016). Preregistration is required through NRCS & 1 hour webinar prior to the training.
- Climate Resiliency Grant Announcement
- Empire Chapter of Soil and Water Conservation Society Meeting, Tuesday October 4th from 1:00-4:30pm at the Cornell Cooperative Extension Building (Performance Measure Opportunity!!!)
- NYACD Board of Directors, updated Mission and Vision Statement will be proposed for approval at the Annual Meeting – Only Fully Paid Members Vote
- Next Meeting Date: November 14, 2016

AGENDA
Regular meeting of the BOD Tompkins County SWCD
November 14, 2016, 3:30 PM
170 Bostwick Road, Ithaca, NY 14850

- 3:30 Meeting called to order
- Additions/Changes to the Agenda
- 3:30-3:40 Approval of October Regular Meeting 2016 Minutes
- 3:40-4:00 Reports of other agencies
 NYS SWCC Report,
 NRCS
- 4:00-4:15 Staff Report
 Angel Hinickle
 Introduction of Patrick King -TST BOCES New Visions Student
- 4:15-4:30 Treasurer's Financial Report
 October
- 4:30-4:40 November Vouchers for Approval
- 4:40-4:50 Old Business
 Insurance discussion
- 4:50-5:10 New Business
 -Review of Performance Measure summary report
 -Resolution 2016-45 – Approval of 2017 Part B Project
 -Resolution 2016-46 – Entering into contract with subcontractor for Enfield Creek stream project
 -Resolution 2016-47 – Entering into contract with Tompkins County for reimbursement of conservation project activities
- 5:10-5:30 Executive Session

Announcements/Meetings:

- Schedule Finance Committee Meeting (Review draft budget for final adoption by board in December, internal audit by committee, review fiscal policies for adoption at 2017 organizational meeting)
- Schedule Personnel Committee Meeting (Review performance reviews for salary improvements, review employee handbook/safety policies for adoption at 2017 organizational meeting)
- Dan Carey, Dave McKenna, Jim Dennis are all up for reappointment in 2017. Please speak with the Tompkins County Legislature Deputy Clerk, Michelle Porttoff (607-274-5435), to renew your membership if interested. If not, please contact Jon.
- Next Meeting Date: December 12, 2016

AGENDA
Regular meeting of the BOD Tompkins County SWCD
December 12, 2016, 3:30 PM
170 Bostwick Road, Ithaca, NY 14850

3:30 Meeting called to order

Additions/Changes to the Agenda

3:30-3:40 Approval of November Regular Meeting 2016 Minutes

3:40-4:00 Reports of other agencies
 NYS SWCC Report,
 NRCS

4:00-4:15 Staff Report
 Angel Hinickle, Paul Gier (written)

4:15-4:30 Treasurer's Financial Report
 November

4:30-4:40 December Vouchers for Approval

4:40-5:00 Cooperator Reports
 Lansing Rod & Gun Club

5:00-5:05 Old Business
 OSC Report of Examination

5:05-5:30 New Business

- Resolution 2016-48 – Approval and adoption of DRAFT 2017 Budget
- Resolution 2016-49 - Authorization to pay 90% of contract amount to Jerry Dell Acres, LLC
- Resolution 2016-50 – Authorization to pay 100% of contract amount to Edward Scheffler
- Resolution 2016-51 – Approval of obtaining landowner easements for Trumbulls Corners Road

Announcements/Meetings:

- NRCS Local Working Group Meeting will be held on Tuesday, December 20th from 10am to 12pm at the TCSWCD large conference room located on the first floor of the Public Works Building.
- Next Meeting Date: January 9, 2016

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
January, 11, 2016
170 Bostwick Road, Ithaca, NY 14850

Present: David McKenna, Dan Carey, Alan Teeter, Aaron Ristow, Jim Dennis
Staff: Jon Negley, Kym Jackson, Paul Gier
Agencies: Justin Olsen, NRCS, Patrick Barry, NRCS, Eric Toftegaard, Tompkins Insurance Agencies, Inc.

Dan Carey, Chair, called the meeting to order at 12:32pm. 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:

Eric Toftegaard from Tompkins Insurance Agencies provided an overview of their services, ranking, and noted how they have a full time dedicated claims team who specialize in businesses. He also explained the limited availability of products and companies who specialize in public entity coverage. Our current carrier, Trident Insurance, will probably continue to be the most competitive. If Tompkins Insurance Agencies is selected as the broker of record, there should be no change of pricing and our policies will be thoroughly reviewed for discrepancies following the transition. There may be some pricing changes if coverage changes need to be made. Eric would also be happy to present details of the policies and their coverage and review them with the Board at the next meeting should the transfer occur.

Eric Toftegaard departed the meeting.

Patrick Barry, NRCS read their written report and it is attached. He also reviewed the Data Universal Numbering System (DUNS) and System Award Management (SAM) process. There are some new timing issues evolving during the application process. District contracts are not affected; however, some match programs from NRCS may be.

NYS SWCC Report written reports were reviewed by Jon. Grants will now be submitted through SharePoint. He is in the process of closing out Baker's and Beck's project. Jon has a meeting with Scott Fickbohm from NYS SWCC on February 1st. For Round 21, the District is still working with the Sherman's, however, the status of the land purchase and the project is still unclear. The District can't submit a Plan of Work until the ownership transfer is final. The Water Quality Symposium is scheduled for March 15-18, 2016 and staff will be attending the workshops. If any Board members are interested in attending, let Jon know. The Governor may be increasing the Environmental Protection Fund for 2016 and it has the potential to affect FLOWPA and State A, B, and C funds.

Financial Report:

A. Ristow moved to approve the financial reports for the month of November. D. McKenna seconded. No discussion. A vote was taken and the financial reports were approved. Motion Carried.

D. Carey moved to approve the financial reports for the month of December. D. McKenna seconded. It was noted there was a 5% health care increase for 2016. A vote was taken and the financial reports were approved. Motion Carried.

D. McKenna moved to approve the January, 2016 Vouchers. J. Dennis seconded. It was noted the City and County advances from 2015 were repaid. The County is working on updating the contract for 2016. They may be willing to update the contract in 2017, as well, until the grant funds are exhausted. It was suggested the District reach out to area partners for cost sharing in the future. A vote was taken and the vouchers were approved. Motion carried.

Staff/Project Reports:

Paul Gier was introduced to the Board and welcomed. He gave a brief history of his background and experience and is looking forward to the years ahead with the District.

Paul departed the meeting.

Organizational Meeting:

- Resolution #2016-1 – Official Bank Designation. D. Carey made the motion to approve, J. Dennis seconded. A vote was taken and the adoption of Resolution No. 2016-1 was accepted. Motion carried.
- Resolution #2016-2 – Official Newspaper Designation. A. Ristow made the motion to approve, J. Dennis seconded. A vote was taken and the adoption of Resolution No. 2016-2 was accepted. Motion carried.
- Resolution #2016-3 – Adoption of 2016 Holiday Schedule. D. Carey made the motion to approve, A. Ristow seconded. A vote was taken and the adoption of Resolution No. 2016-3 was accepted. Motion carried.
- Resolution #2016-4 – Board Meeting Schedules. D. Carey made the motion to approve, A. Ristow seconded. It was decided to amend the start time of the meetings to 3:30pm and to make the change to item #1 on the resolution. A vote was taken and the adoption of Resolution No. 2016-4 was accepted. Motion carried.
- Resolution #2016-5 – Approval of the 2016 Budget. J. Dennis made the motion to approve, A. Ristow seconded. There should be some savings in 2016 which can be put aside in the Savings Account or applied to the NYS Debt Repayment Account. All decided it would be to the Districts advantage to have a better contingency fund and funds should be directed to the Savings Account. A vote was taken and the adoption of Resolution No. 2016-5 was accepted. Motion carried.

J. Dennis made a motion to go to Executive Session at 1:50pm to discuss personnel matters – payroll certification. A. Ristow seconded. No action taken. D. Carey moved to adjourn the Executive Session at 1:58pm. D. McKenna seconded. All in favor. Motion carried.

- Resolution #2016-5a – Payroll Certification. D. Carey made the motion to approve, D. McKenna seconded. A vote was taken and the adoption of Resolution No. 2016-5a was accepted. Motion carried.
- Resolution #2016-6 – Rates for Service. D. Carey made the motion to approve, D. McKenna seconded. A vote was taken and the adoption of Resolution No. 2016-6 was accepted. Motion carried.

A. Teeter joined the meeting at 2:02pm.

- Resolution #2016-7 – Approval of Routine Expenditures. J. Dennis made the motion to approve, D. McKenna seconded. A vote was taken and the adoption of Resolution No. 2016-7 was accepted. Motion carried.
- Resolution #2016-11 – Adoption of Employee Handbook. D. Carey made the motion to approve, D. McKenna seconded. A vote was taken and the adoption of Resolution No. 2016-11 was accepted. Motion carried.
- Resolution #2016-12 – Appointment of Fiscal Officer/Secretary/Assistant Treasurer. D. Carey made the motion to approve, J. Dennis seconded. J. Negley recommended Kym Jackson as the Secretary and Fiscal Officer and himself as the Assistant Treasurer. A vote was taken and the adoption of Resolution No. 2016-12 was accepted. Motion carried.
- Resolution #2016-10 – Adoption of Fiscal Policies. D. McKenna made the motion to approve, A. Ristow seconded. J. Negley reviewed a few changes. A vote was taken and the adoption of Resolution No. 2016-10 was accepted. Motion carried.

J. Dennis made the motion to elect officers for 2016. A. Ristow seconded. J. Negley recommended the nomination of Dan Carey, Chair, Dave McKenna, Treasurer, and Alan Teeter, Vice-Chair. A vote was taken and the nominations were accepted.

End of Organizational Meeting at 2:19pm.

Old Business

- Resolution #2015-57 – Approval to Change Insurance Agencies to Tompkins Trust Insurance Agencies, Inc. J. Dennis made the motion to approve, A. Ristow seconded. A vote was taken and the adoption of Resolution No. 2015-57 was accepted. Motion carried.

New Business:

- Resolution #2016-8 – Entering into Contract Agreements with the Town of Danby, Newfield, Ulysses, Caroline and the Town of Ithaca for Stormwater Technical Services. D. McKenna made the motion to approve, J. Dennis seconded. A vote was taken and the adoption of Resolution No. 2016-8 was accepted. Motion carried.
- Resolution #2016-9 – Entering into a Contract Agreement with Tompkins County for Services to the County With Reimbursement of \$243,317.00. J. Dennis made the motion to approve, D. McKenna seconded. A vote was taken and the adoption of Resolution No. 2016-9 was accepted. Motion carried.
- Resolution #2016-13 – Ludlowville Stormwater Control As-builts. D. McKenna made the motion to approve, J. Dennis seconded. A vote was taken and the adoption of Resolution No. 2016-13 was accepted. Motion carried.
- Resolution #2016-14 – Tompkins County Flood Hazard Mitigation Contract Extension. D. Carey made the motion to approve, D. McKenna seconded. The contract extension is necessary due to land ownership issues. The County has approved this portion of the scope of the project. A vote was taken and the adoption of Resolution No. 2016-14 was accepted. Motion carried.
- Resolution #2016-15 – FLOWPA 13/14 Contract for Cal Snow Laneway Roof. A. Ristow made the motion to approve, A. Teeter seconded. A. Ristow explained this project was a water quality issue and worthwhile. It was intended to be included in the original NYS AgNPS contract. A vote was taken and the adoption of Resolution No. 2016-15 was accepted. Motion carried.
- Resolution #2016-16 – RS Parker Landscaping contract for Cayuga Inlet tree planting. J. Dennis made the motion to approve, D. Carey seconded. A vote was taken and the adoption of Resolution No. 2016-16 was accepted. Motion carried.

J. Negley recommended approval of the Lifetime Benefit Solutions Vision Care Proposal. The Board members support the Option IV, Tier Four rate. A. Ristow made the motion to accept the option, A. Teeter seconded. A vote was taken and the Proposal was accepted. Motion carried.

Announcements/Meetings:

The Southern Tier Funding Application Opening is scheduled for January 19th.

D. Carey moved to adjourn the Regular Meeting at 2:50pm. Seconded by J. Dennis. Carried.

Next meeting date: February 8, 2016, at 3:30pm.

Respectfully Submitted:

Kym Jackson, Secretary

David McKenna, Treasurer

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
February, 8, 2016
170 Bostwick Road, Ithaca, NY 14850

Present: David McKenna, Dan Carey, Alan Teeter, Aaron Ristow, Jim Dennis
Staff: Jon Negley, Kym Jackson, Paul Gier
Agencies: Justin Olsen, NRCS, Jennifer Doty & Erin Madden, FSA
Guests: Barry Goodrich

Dan Carey, Chair, called the meeting to order at 3:31pm. A quorum was present.

There were no additions or changes to the agenda.

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

Reports of Other Agencies:

The NYS SWCC Report was reviewed by Jon. The District is in the midst of preparing the financial reports, including the Treasurer's Report, which is all due February 15th. He noted if the Environmental Protection Fund for 2016 is increased by the Governor and the Budget is passed, there would be a substantial increase in funding for the Soil and Water Conservation Districts. Part C funding could be increased from \$15,000 to approximately \$80,000. He reminded the Board that Part C funding is performance based and every effort should be made to complete each of the required components.

Jim Dennis arrived at 3:34pm

Jennifer Doty, FSA reported that their office is in the process of preparing CRP reenrollments. There are currently seven(7) Tompkins County contracts. Next year there may be more becoming due for conservation programs.

Justin Olsen, NRCS read their written report and it is attached. Jon noted the District closed out the Sweylaken's project and the Beck project with Scott Fickbohm from NYS on Friday, February 5th. Justin advised that the EQUIP criteria is getting stricter regarding resource concerns. Other programs such as Conservation Stewardship may apply in such cases where projects may not be approved.

Financial Report:

D. McKenna moved to approve the financial reports for the month of January. A. Teeter seconded. Final payments will be made in the next week or so for closing out Beck's and Baker's projects. A vote was taken and the financial reports were approved. Motion Carried.

D. McKenna moved to approve the February, 2016 Vouchers. J. Dennis seconded. Jon presented three(3) additional invoices which the District had just received and needed decisions made by the Board on whether to pay them. An invoice for the National Association of Conservation Districts membership drive was presented. D. McKenna moved to decline joining the Association. A. Ristow seconded. A vote was taken and the voucher was disapproved. Motion carried. Jon presented an invoice for the New York State Association of Conservation Districts membership. The Board consensus was the recommendation to wait until next year (2017) to review their progress and possibly join as members again. Jon presented an invoice from DLT Solutions for Autodesk, Government Subscription Renewal. The District uses the program mostly for streambank projects. The Board consensus was to leave the renewal decision up to Jon for DLT

Solutions. A vote was taken and the vouchers listed in the Board Packet were approved, and the possible payment of the invoice for DLT Solutions was approved. Motion Carried.

Staff/Project Reports:

Paul Gier provided an update for the STAIEP Grant. To date, he has made 14 site visits to area farms to review their projects. Of those 14 site visits, two(2) were manure storage type projects, and twelve(12) were barn related, whether new or included renovations. Ten(10) of the farms already had AEM profiles. Eleven(11) of the projects were in the \$50,000 to \$100,000 range. Paul also attended an STAIEP overview presentation at Schuyler County in conjunction with Chemung County. The District will do a similar program and collaboration with Cornell Cooperative Extension of Tompkins County on February 24th from 2pm to 4pm at their office.

Paul departed the meeting.

Old Business

- Resolution #2015-57 – AMENDED - Approval to Change Insurance Agencies to Tompkins Trust Insurance Agencies, Inc. J. Dennis made the motion to approve, D. McKenna seconded. The process to change insurance agencies will begin again in December, 2016. A vote was taken and the adoption of Resolution No. 2015-57 – AMENDED was accepted. Motion carried.

New Business:

- Resolution #2016-17 – Entering into Contract with Tompkins County for \$200,000 to conduct Hydrilla eradication project activities. D. McKenna made the motion to approve, J. Dennis seconded. J. Dennis noted the living wage is not currently being mandated. A vote was taken and the adoption of Resolution No. 2016-17 was accepted. Motion carried.
- Resolution #2016-18 – Adoption of Cooperator Agreement Form. D. Carey made the motion to approve, J. Dennis seconded. A vote was taken and the adoption of Resolution No. 2016-18 was accepted. Motion carried.
- Formation of Finance and Personnel Committees. The Finance Committee members will remain the same and are: Dan Carey, Chair; Alan Teeter; and Dave McKenna. The Personnel Committee members will remain the same and are: Aaron Ristow, Chair; Jim Dennis; and Dan Carey.

Announcements/Meetings:

Aaron Ristow will be teaching the Soil Health Workshop at the Water Quality Symposium.

D. Carey moved to adjourn the Regular Meeting at 4:46pm. Seconded by A. Ristow. Carried.

Next meeting date: March 14, 2016, at 3:30pm.

Respectfully Submitted:

Kym Jackson, Secretary

David McKenna, Treasurer

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
March 14, 2016
170 Bostwick Road, Ithaca, NY 14850

Present: David McKenna, Dan Carey, Alan Teeter, Aaron Ristow, Jim Dennis
Staff: Jon Negley, Kym Jackson, Paul Gier
Agencies: Justin Olsen, NRCS, Jennifer Doty & Erin Madden, FSA, Scott Fickbohm, NYS SWCC
Guests: Barry Goodrich

Dan Carey, Chair, called the meeting to order at 3:35pm. A quorum was present.

There were no additions or changes to the agenda.

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

Reports of Other Agencies:

Justin Olsen, NRCS read their written report and it is attached. Justin noted their office would be relocating. They are currently looking for a suitable space. The move could happen as soon as the late summer.

J. Dennis arrived at 3:41pm.

Erin Madden, FSA reviewed the Bridges to Opportunity Program. It is a database of contacts and resources to assist FSA in matching farmers to applicable programs and funding opportunities. All of the database updating is done at the local FSA office. However, if the TCSWCD wishes to administer their information themselves, they can apply for "Level 2" status to do so. J. Dennis moved to participate in the program. A. Teeter seconded. A vote was taken and all were in favor. Motion carried.

Jennifer Doty, FSA gave an update on the CRP Conservation Plan reenrollments. TCSWCD will need to sign off on two of the farms reenrolling.

Financial Report:

A. Teeter moved to approve the financial reports for the month of February. A. Ristow seconded. A vote was taken and the financial reports were approved. Motion Carried.

D. Carey moved to approve the March, 2016 Vouchers. D. McKenna seconded. A vote was taken and the vouchers listed in the Board Packet were approved. Motion Carried.

Staff/Project Reports:

Paul Gier and Angel Hinickle provided written reports and they are attached. In addition, Paul Gier provided an update on the STAIEP Grant. The application deadline closed on March 7th. Paul handed out a summary of the ten (10) applicants/projects TCSWCD submitted to NYS. The steps to coordinate the projects are similar to those outlined in the AgNPS program. Paul departed the meeting.

Jon reviewed the written NYS SWCC report. He also noted the NYSDEC is in the process of developing a TMDL model and sorting out the data. TCSWCD may be called on in the future to supply additional data.

Scott Fickbohm arrived at 4:24pm.

Old Business

- Resolution #2016-10 – Adoption of Fiscal Policies for the Tompkins County Soil and Water Conservation District. J. Dennis made the motion to approve, A. Teeter seconded. Amendments to page 18 account values were never established at the January 11, 2016 meeting. Minimum balances have been established. A vote was taken and the adoption of Resolution No. 2016-10 was accepted. Motion carried.
- Resolution #2015-13 (AMENDED) – 1 year contract extension for NYSDEC grant to conduct work on Enfield Creek. The current contract ends June, 2016. A vote was taken and the adoption of Resolution No. 2015-10 (AMENDED) was accepted. Motion carried.

New Business:

- Resolution #2016-19 – Entering into Contract #DEC01-C00075GG-3350000 with the New York State Department of Environmental Conservation (NYSDEC). D. Carey made the motion to approve, A. Ristow seconded. A vote was taken and the adoption of Resolution No. 2016-19 was accepted. Motion carried.
- Resolution #2016-20 – Entering into sub-agreement with CCE for Stormwater Mapping Work. D. Carey made the motion to approve, D. McKenna seconded. Interns will be provided by TCCCE and Cornell University. The GPS system will be purchased through the grant. A vote was taken and the adoption of Resolution No. 2016-20 was accepted. Motion carried.
- Resolution #2016-21 – MOU with County ITS for internet based mapping services. J. Dennis made the motion to approve, A. Ristow seconded. A vote was taken and the adoption of Resolution No. 2016-21 was accepted. Motion carried
- Training Presentation. Scott Fickbohm from NYS SWCC presented a Power Point presentation titled 'Director Roles and Responsibility Training Module'.

Announcements/Meetings:

The Tire Collection Event is tentatively scheduled for April 23rd at the Lansing Town Barns.

D. Carey moved to adjourn the Regular Meeting at 5:01pm. Seconded by A. Ristow. Carried.

Next meeting date: April 11, 2016, at 3:30pm.

Respectfully Submitted:

Kym Jackson, Secretary

Dan Carey, Chair

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
April 11, 2016
170 Bostwick Road, Ithaca, NY 14850

Present: David McKenna, Dan Carey, Alan Teeter, Aaron Ristow, Jim Dennis
Staff: Jon Negley, Kym Jackson, Paul Gier
Agencies: Pat Barry, NRCS,
Guests: Barry Goodrich, Ivan Ristow

Dan Carey, Chair, called the meeting to order at 3:30pm. A quorum was present.

There were no additions or changes to the agenda.

Alan Teeter arrived at 3:33pm. Everyone present introduced themselves to Ivan Ristow.

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

Pat Barry, NRCS arrived at 3:35pm.

Reports of Other Agencies:

Pat Barry, NRCS distributed and read their written report and it is attached. There were no additional written reports provided.

Financial Report:

A. Ristow moved to approve the financial reports for the month of February. A. Teeter seconded. Jon reviewed the increase in EPF funding from the approved NYS Budget. A vote was taken and the financial reports were approved. Motion Carried.

D. McKenna moved to approve the April, 2016 Vouchers. J. Dennis seconded. A vote was taken and the vouchers listed in the Board Packet were approved. Motion Carried.

The NYS Ag & Markets deficit repayment amount for 2016 was discussed. J. Dennis made a motion for a verbal resolution to approve a \$23,000.00 NYS Ag & Markets deficit payment for 2016, A. Ristow seconded. A vote was taken and the payment amount for 2016 of \$23,000.00 was approved. The payment will be reflected in April's Abstract at next month's BOD meeting.

Staff/Project Reports:

Paul Gier and Angel Hinickle provided written reports and they are attached. In addition, Paul Gier showed before and after photographs of Cal Snow's covered laneway project which was recently completed. He is currently working on NYS Agricultural Nonpoint Source Abatement Control Grant Program Round 21. A plan is being designed and the information and contract amount will be reviewed. Paul departed the meeting.

Pat Barry departed the meeting at 4:15pm.

Old Business

- Remaining with the District's current email /website service supplier was discussed versus moving the services to the County ITS Department. Jon will create a cost comparison and a resolution for the next Board Meeting.

- The District's STAIEP Contract Forms were reviewed. Jon has also sent the Landowner Agreement Form to Mr. Wood at the County Attorney's Office for his review and approval.
- Approval of ranking forms for FLOWPA projects was tabled until the next BOD meeting.

New Business:

- Resolution #2016-22 –Entering into contract with Hydrilla herbicide applicator. D. McKenna made the motion to approve, A. Ristow seconded. James Balyszak reviewed the funding and the bid results for Hydrilla treatment with the Board. A vote was taken and the adoption of Resolution No. 2016-22 was accepted. Motion carried.
- Hiring of Hydroseeding employee – A seasonal Civil Service employee is needed. There is a budget of approximately \$18,000 for the vacancy. Jon expects the position to be four(4) hours a day, five(5) days a week but there is some flexibility. The County keeps an ongoing eligible list TCSWCD is able to pull from. Jon will start the hiring process. Jon also requested the Board members participate in the interviews.

Aaron & Ivan Ristow departed the meeting at 4:44pm.

- Environmental Protection Fund - With the increase in funding for 2017, the need for identifying applicable projects and/or additional staff was reiterated. Jon passed out a breakdown of the funding budget from New York State.
- Update on Newfield Flooding Meeting with Congressman Reed and Senator O'Mara – The meeting was called to address the numerous complaints from landowners, mainly in the floodplain, who are frustrated with the process of repairing damage and/or erosion issues due to flooding. Jon will create a flowchart/guide of the steps to properly address and remediate various issues due to flooding. The District will also assist in guiding the Town of Newfield in creating a new Watershed Committee.

Announcements/Meetings:

Jon encouraged participation in two(2) upcoming meetings which qualify as Performance Measure Meetings for NYS funding.

The Tire Collection Event has been confirmed and is scheduled for April 23rd at the Lansing Town Barns. Kym distributed flyers to each BOD member for their information and/or distribution in their towns. Jon encouraged the Board to participate at the event.

Jon distributed a new flyer from New York State announcing the New York Certified Program. It is a new initiative and more information will be available as the program is unveiled.

A. Teeter moved to adjourn the Regular Meeting at 5:11pm. Seconded by D. McKenna. Carried.

Next meeting date: May 9, 2016, at 3:30pm.

The Board of Directors and the Staff of Tompkins County Soil and Water Conservation District sends its condolences and well wishes to the family of Ronald V. Updike who recently passed away. Ron served as the Chair of the Board for the District for 26 years and was devoted to its mission and to those he served. His contributions to the District are immeasurable. Ron gave everyone so much to remember and miss.

Respectfully Submitted:

Kym Jackson, Secretary

Dan Carey, Chair

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
May 9, 2016
170 Bostwick Road, Ithaca, NY 14850

Present: David McKenna, Alan Teeter, Aaron Ristow, Jim Dennis
Staff: Jon Negley, Kym Jackson
Agencies: Amber Paice, NYACD
Guests: Barry Goodrich

Alan Teeter, Vice Chair, called the meeting to order at 3:36pm. A quorum was present.

There were no additions or changes to the agenda.

J. Dennis moved to approve the minutes as presented. Dave McKenna seconded. No discussion. Carried.

Amber Paice, NYACD arrived at 3:37pm.

Reports of Other Agencies:

Amber Paice, Executive Director, NYACD introduced herself and provided her background and the recent work of the NYACD. NYS SWCC provided a written report.

Financial Report:

A. Ristow moved to approve the financial reports for the month of April. D. McKenna seconded. A vote was taken and the financial reports were approved. Motion Carried.

D. McKenna moved to approve the May, 2016 Vouchers. A. Ristow seconded. A vote was taken and the vouchers listed in the Board Packet were approved. Motion Carried.

Staff/Project Reports:

Paul Gier and Angel Hinickle provided written reports and they are attached. In addition, Angel Hinickle provided an update on the Hydrilla project, WQIP-Trumbulls, NYSDEC Stormwater Mapping (GPS equipment needs to be purchased soon) & the Pickney Road Flood Hazard Mitigation programs. Angel departed the meeting.

Barry Goodrich departed the meeting at 4:17pm.

Amber Paice advised the Board that 67% of the NYS Soil and Water Conservation Districts have paid their memberships for 2016 in response to an earlier question from Jon.

Old Business

- Hiring of Hydroseeding employee – Due to weight limits, a CDL license may be required to operate the TCSWCD truck and equipment. In light of this, a Shared Service Agreement with the municipalities will be used and a seasonal employee will be hired to instead assist with the contracted hydroseeding, and other miscellaneous assignments, as needed. Jon will also explore other vehicle options for the future, such as a ¾ ton vehicle.
- The District created a ranking form for FLOWPA projects to help screen projects and ensure funds are spent on available projects in the order of severity and to fund those projects which need the assistance the most. The form is attached. An application form will be developed in the upcoming weeks. D. McKenna made the motion

to accept the form, A. Ristow seconded. A vote was taken and the adoption of the Tompkins County FLOWPA Streambank Project Screening Tool will be used for round 5-6. Upon completion of round 5-6 the form's effectiveness will be evaluated again.

New Business:

- Resolution #2016-23 – Authorizing the Board Chair to sign an agreement on behalf of the District, which authorizes the District Manager to directly contract with the Superintendent, District Managers or persons holding similar public office in other municipalities, and/or Districts who possess similar authorization for the borrowing or lending of materials and supplies and the exchanging, leasing, renting of machinery and equipment, including the operations thereof, for the purpose of aiding the District Manager in the performance of his/her duties. J. Dennis made the motion to approve, A. Ristow seconded. A vote was taken and the adoption of Resolution No. 2016-23 was accepted. Motion carried.
- Resolution #2016-24 – Entering into a Contract with Racine-Johnson Aquatic Ecologists (located in Ithaca, NY) for 2016 Hydrilla/Plant Community and Hydrilla Tuber Monitoring and Sampling, and Hydrilla Physical Removal/Benthic Barrier Installation in the Cayuga Lake Watershed (Tompkins County, NY). A. Ristow made the motion to approve, D. McKenna seconded. A vote was taken and the adoption of Resolution No. 2016-24 was accepted. Motion carried.
- Resolution #2016-25 – Entering into a Contract with Community Science Institute (located in Ithaca, NY) for 2016 Water Quality Sample Analysis in conjunction with ongoing herbicide treatments for the invasive Hydrilla (Hydrilla verticillata) plant in the Cayuga Lake Watershed (Tompkins County, NY). J. Dennis made the motion to approve, A. Ristow seconded. A vote was taken and the adoption of Resolution No. 2016-25 was accepted. Motion carried.
- Review Draft of Workplace Violence Prevention Training Program – was tabled until the next Board meeting. The Directors are invited to participate in any and all future trainings.

Announcements/Meetings:

Participation in two(2) upcoming meetings which qualify as Performance Measure Meetings for NYS funding were again encouraged. The response from all was positive.

A. Teeter moved to adjourn the Regular Meeting at 4:54pm and to go into Executive Session. Seconded by J. Dennis. All were in favor of closing the meeting and going into Executive Session. Carried. Executive Session adjourned at 5:05pm. All in favor. Carried.

Next meeting date:

Special Meeting, May 23, 2016, at 12:30pm.

Regular Board Meeting, June 13, 2016 at 3:30pm.

Respectfully Submitted:

Kym Jackson, Secretary

Dan Carey, Chair

Minutes

Special Meeting of the Board of Directors – Tompkins County SWCD
May 23, 2016
170 Bostwick Road, Ithaca, NY 14850

Present: Alan Teeter, Aaron Ristow, Jim Dennis
Staff: Jon Negley, Kym Jackson

Alan Teeter, Vice Chair, called the meeting to order at 12:36pm. A quorum was present.

There were no additions or changes to the agenda.

J. Dennis moved to approve May, 2016 Voucher numbers 10-52016 to 16-52016 . A. Ristow seconded. A vote was taken and the vouchers listed in the Board Packet were approved. Motion Carried.

Old Business:

- Resolution #2016-26 – Hydrilla Manager Housing/Salary Memorandum of Understanding with Fingerlakes - Lake Ontario Watershed Protection Alliance (FLOWPA). A. Ristow made the motion to approve, J. Dennis seconded. A vote was taken and the adoption of Resolution No. 2016-26 was accepted. Motion carried.
- Resolution #2016-27 – Approval of hiring seasonal intern for summer 2016. A. Ristow made the motion to approve, J. Dennis seconded. A vote was taken and the adoption of Resolution No. 2016-27 was accepted. Motion carried.
- Resolution #2016-28 – District submission of Aquatic Pesticide Permit Applications for 2016. J. Dennis made the motion to approve, A. Ristow seconded. A vote was taken and the adoption of Resolution No. 2016-28 was accepted. Motion carried.
- Resolution #2016-29 – Entering into Memorandum of Understanding with NYS Office of Parks, Recreation and Historic Preservation (PARKS) for Hydrilla eradication services. J. Dennis made the motion to approve, A. Ristow seconded. A vote was taken and the adoption of Resolution No. 2016-29 was accepted. Motion carried.
- Resolution #2016-30 – Entering into contract agreement #DEC01-C00096GG-3350000 and #DEC01-C00094GG-3350000 with the New York State Department of Environmental Conservation (NYSDEC). A. Ristow made the motion to approve, J. Dennis seconded. A vote was taken and the adoption of Resolution No. 2016-30 was accepted. Motion carried.

A. Teeter moved to adjourn the Special Meeting at 12:58pm. All in favor. Carried.

Next meeting date:

Regular Board Meeting, June 13, 2016 at 3:30pm.

Respectfully Submitted:

Kym Jackson, Secretary

Dan Carey, Chair

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
June 13, 2016
170 Bostwick Road, Ithaca, NY 14850

Present: David McKenna, Alan Teeter, Jim Dennis, Dan Carey
Staff: Jon Negley, Kym Jackson
Agencies: Patrick Barry, Justin Olsen, David Mortensen, NRCS

Alan Teeter, Vice Chair, called the meeting to order at 3:31pm. A quorum was present.

There were no additions or changes to the agenda.

D. McKenna moved to approve the minutes as presented. J. Dennis seconded. No discussion. Carried.

J. Dennis moved to approve the minutes of the Special Board Meeting, May 23rd. A. Teeter seconded. No discussion. Carried.

D. Carrey arrived at 3:35pm.

Reports of Other Agencies:

Patrick Barry read his written report and it is attached. He also added the DUNS and SAMS issues they were encountering on some projects were resolved for future contracts. The processing software has been improved, as well.

Alan Teeter turned the meeting over to Dan Carey.

J. Negley presented some of the material discussed at the recent NYS SWCC meeting in Cortland.

- The NYS SWCC is in the process of providing an Administrative Manual update
- Climate Resilient Farming Program application information will soon be available on the NYS Grants Gateway
- With the increase in Part C funding, possible project ideas should be established in early July for a 2017 project(s).
- Jon will provide a list of meetings and/or trainings available for the remainder of the year which would qualify towards performance measures
- J. Negley met with NYSDEC after the meeting to discuss the Cayuga Lake TMDL project and how it may affect the Districts. Currently, the program is voluntary and will be strictly phosphorus measurements. Land owners who participate will also receive bonus points for grant funding. The District may be providing information in the future, participating in preparing community messages and meeting with various towns and villages. The NYSDEC may also hold informational meetings in the various towns.

Staff/Project Reports:

Paul Gier and Angel Hinickle provided written reports and they are attached. In addition, James Balyszak provided an update on the Hydrilla project. The RFP and 2016 contracts have been finalized. The District has submitted applications for pesticide application permits and they are currently being reviewed. The review usually takes approximately 21 days. Landowners affected are being notified and signage will be posted soon. The District will be receiving more funding from NYS Parks and it will probably support James' salary in 2017. James is also working on an extension of the NYSDEC contract as it ends in August. James departed the meeting.

Financial Report:

A. Teeter moved to approve the financial reports for the month of May. J. Dennis seconded. The overage on Part B money which was spent for the Tire Collection Event was discussed. J. Negley will ask NYS SWCC if Part C funds can be used to cover the overage. He will report back with the answer at the next Board Meeting. He will also prepare a draft budget for 2017 and distribute it to the Board prior to the next meeting for their approval. A vote was taken and the financial reports were approved. Motion Carried.

D. McKenna moved to approve the June, 2016 Vouchers. A. Teeter seconded. A vote was taken and the vouchers listed in the Board Packet were approved. Motion Carried.

Pat Barry, Justin Olsen, and Dave Mortensen departed.

D. Carey moved to go to Executive Session to discuss personnel matters at 4:22pm. D. McKenna seconded. All were in favor of closing the meeting and going into Executive Session. Carried. Executive Session adjourned at 4:42pm. All in favor. Carried. A Seasonal Worker was selected and Angel's Parental Leave Request was approved.

Old Business

- Review Draft of Workplace Violence Prevention Training Program was tabled until the next Board meeting as J. Negley and K. Jackson are meeting with Jackie from Tompkins County Risk Management tomorrow to discuss the program and available trainings from the County.
- Resolution #2016-30 – AMENDED - Entering into contract agreement #DEC01-C00096GG-3350000 and #DEC01-C00094GG-3350000 with the New York State Department of Environmental Conservation (NYSDEC). J. Dennis made the motion to approve, D. McKenna seconded. A contract amount has been corrected to actual. A vote was taken and the adoption of Resolution No. 2016-30 AMENDED was accepted. Motion carried.

New Business:

- Resolution #2016-31 – Purchase of GPS equipment under NYSDEC contract. D. McKenna made the motion to approve, J. Dennis seconded. A vote was taken and the adoption of Resolution No. 2016-31 was accepted. Motion carried.
- Resolution #2016-32 – Purchase of Hydroseeding materials under NYSDEC contract. J. Dennis made the motion to approve, D. McKenna seconded. There was a discussion on how to select the line item and/or the vendor from the bid results. It was established that the lowest bid for each line item will be used. A vote was taken and the adoption of Resolution No. 2016-32 was accepted. Motion carried.

Announcements/Meetings:

D. Carey moved to adjourn the Regular Meeting at 5:16pm. All in favor. Carried.

Next meeting date:

July 11, 2016 at 3:30pm.

Respectfully Submitted:

Kym Jackson, Secretary

Dan Carey, Chair

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
July 11, 2016
170 Bostwick Road, Ithaca, NY 14850

Present: Jim Dennis, Dan Carey, Aaron Ristow
Staff: Jon Negley, Kym Jackson
Agencies: Patrick Barry
Guests: Barry Goodrich

Dan Carey, Chair, called the meeting to order at 3:30pm. A quorum was present.

There were no additions or changes to the agenda.

A. Ristow moved to approve the minutes as presented. J. Dennis seconded. No discussion. Carried.

Reports of Other Agencies:

J. Negley reviewed the SWCC July report and it is attached. J. Negley also advised the Board the due date for the next round of applications for the STAIEP grant has been extended as the Round One awards have not been announced yet.

J. Negley will notify the Board as meetings/trainings are developed and scheduled which qualify for performance measures.

Patrick Barry arrived at 3:52pm. He read his written report and it is attached.

Staff/Project Reports:

Paul Gier and Angel Hinickle provided written reports and they are attached. J. Negley introduced Michael Hall, TCSWCD's new Seasonal Employee. Michael gave a brief description of his background and everyone welcomed him.

Financial Report:

D.Carey moved to approve the financial reports for the month of June. J. Dennis seconded. The overage on Part B money which was spent for the Tire Collection Event was discussed. J. Negley confirmed Part C funds can be used to cover the overage. The balance of the Part C funds will be used for another project. A vote was taken and the financial reports were approved. Motion Carried.

J. Dennis moved to approve the July, 2016 Vouchers. A. Ristow seconded. The purchase of the bark blower was discussed. Its uses and the collaboration between other agencies for the NYSDEC project were reviewed. A vote was taken and the vouchers listed in the Board Packet were approved. Motion Carried.

Old Business

- Review Draft of Workplace Violence Prevention Training Program was tabled. Staff will be attending an upcoming Driver's Safety Training on July 13th and will be participating in some additional training programs in conjunction with the Highway Department in the future.

New Business:

- RESOLUTION 2016-33 - Entering into contract with City of Ithaca for 2016 Hydrilla eradication activities. J. Dennis made the motion to approve, A. Ristow seconded. No discussion. A vote was taken and the adoption of Resolution No. 2016-33 was accepted. Motion carried.
- RESOLUTION 2016-34 - Approval of 2017 Draft Budget. D. Carey made the motion to approve, A. Ristow seconded. This is the preliminary budget. Jon will be meeting with the County soon. No significant changes from last year's budget.
- A. Ristow moved to go to Executive Session to discuss personnel & 2017 budget matters at 4:24pm. J. Dennis seconded. All were in favor of closing the meeting and going into Executive Session. Carried. Executive Session adjourned at 4:40pm. All in favor. Carried. No actions were taken.
- B. A vote was taken and the adoption of Resolution No. 2016-34 was accepted. Motion carried.
- RESOLUTION 2016-35 - Adoption of Tompkins County Public Access to Records Policy & TCSWCD Subject Matter List. D. Carey made the motion to approve, J. Dennis seconded. No discussion. A vote was taken and the adoption of Resolution No. 2016-35 was accepted. Motion carried.
- RESOLUTION 2016-36 - Entering into MOA with Hydrilla Program Manager. J. Dennis made the motion to approve, A. Ristow seconded. No discussion. A vote was taken and the adoption of Resolution No. 2016-36 was accepted. Motion carried.
- Letter of Support for The Town of Ulysses who is applying for state funding in order for the Town to acquire 32 acres of land off of Salo Drive. The decision was made not to write a letter of support as the full Board is not present, the letter is not pertinent to the mission of TCSWCD, and it would set a precedent as TCSWCD has not done so in the past for other municipalities.

Announcements/Meetings:

D. Carey moved to adjourn the Regular Meeting at 4:59pm. All in favor. Carried.

Next meeting date:

August 8, 2016 at 3:30pm.

Respectfully Submitted:

Kym Jackson, Secretary

Dan Carey, Chair

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
August 15, 2016
170 Bostwick Road, Ithaca, NY 14850

Present: Jim Dennis, Dan Carey, Aaron Ristow, Alan Teeter
Staff: Jon Negley, Kym Jackson
Agencies: Patrick Barry, NRCS

Dan Carey, Chair, called the meeting to order at 3:40pm. A quorum was present.

There were no additions or changes to the agenda.

A. Ristow moved to approve the minutes as presented. J. Dennis seconded. No discussion. Carried.

Reports of Other Agencies:

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

Patrick read his written report and it is attached. He also announced the Soil & Water Conservation Society will host a meeting/regional workshop. It is tentatively scheduled for September 16th at the Cornell Cooperative Extension of Tompkins County. Members and non-members are all welcome. The meeting would also count towards Performance Measures. Pat will follow up as soon as it is confirmed.

Staff/Project Reports:

Paul Gier and Angel Hinickle provided written reports and they are attached. Paul Gier gave an update on the STAIEP Round 1 grant. Eight out of the ten applications submitted were awarded. Round 2 began on August 1st and TCSWCD has already received three applications. From the interest the District has received, he is expecting 12 to 13 applications for Round 2. There is a possibility that the funds allocated to the District could be exhausted in Round 2.

Alan Teeter arrived at 4:09pm.

Paul also noted most of the applications received to date are for renovations or new construction.

Paul also spoke about water restrictions, registrations, and permit requirements through the NYSDEC as there are many concerns with the current drought situation. FSA is also requesting any losses be reported to them. Although there is no funding assistance currently, there may be in the future if great losses are documented. Jon also noted he was interviewed today by CNY Central News out of Syracuse regarding drought conditions. It will be aired on channels 3 and 5 tonight.

Financial Report:

J. Dennis moved to approve the financial reports for the month of July. A. Teeter seconded. Jon advised the bark blower will be delivered soon to Cayuga Compost to demo and test. Jon will let the Board know when it is scheduled if they would like to be present. A vote was taken and the financial reports were approved. Motion Carried.

D. Carey moved to approve the August, 2016 Vouchers. J. Dennis seconded. The backup of the QuickBooks accounting software was discussed. Kym and Jon would like to return to the QuickBooks online backup system. Currently, the County does perform backups, however, they are not as frequent and not as accessible due to the program not being on

the County network system. The Board approved the QuickBooks online backup subscription at approximately \$5.00 per month.

The Board also recommended that if the new GPS system will be used by other municipalities or agencies, a service agreement should be executed by both parties prior to its use.

A vote was taken and the vouchers listed in the Board Packet were approved. Motion Carried.

Pat departed at 4:36pm.

Old Business

- None.

New Business:

- RESOLUTION 2016-37 – Entering into contract agreement with FOLLOWPA for US Fish and Wildlife Service’s Aquatic Nuisance Species Eradication Grant FY 15 - \$225,000 (Hydrilla). A. Ristow made the motion to approve, A. Teeter seconded. No discussion. A vote was taken and the adoption of Resolution No. 2016-37 was accepted. Motion carried.
- RESOLUTION 2016-38 – Entering into contract with NYS Ag and Markets for AEM reimbursement Yr 12. D. Carey made the motion to approve, J. Dennis seconded. A vote was taken and the adoption of Resolution No. 2016-38 was accepted. Motion carried.
- D. Carey recused himself from participating in the meeting due to the next resolutions topic at 4:40pm. A. Teeter requested a motion for Resolution 2016-39.
- RESOLUTION 2016-39 – Entering into contracts with STAIEP awarded farms under Round 1 of program. A. Ristow made the motion to approve, J. Dennis seconded. All contracts should be signed by A. Teeter. A vote was taken and the adoption of Resolution No. 2016-39 was accepted. Motion carried.
- A. Teeter passed back the meeting to D. Carey at 4:49pm.
- The Board reviewed the 2016 Inero & Co. audit of District’s 2015 financial activities. The audit for the year ending December 31, 2015 reflects all the improvements the District has made over the last few years and the final numbers were not in the negative as in previous years. The Management Letter will be included for approval and signature at the next Board Meeting. J. Negley also informed the Board he had the first meeting with the County to discuss the budget for 2017. Jon’s target is approximately \$247,000.00 for Operations. He also requested renewal of the \$200,000.00 advance to cover vendor payments for Hydrilla treatments until reimbursement is received from grant funds. Jon also reported the NYS OSC auditors have completed their review and a report will be forthcoming. Jon will reach out to the Finance Committee to schedule an internal review of the District’s financials.

Announcements/Meetings:

D. Carey moved to adjourn the Regular Meeting at 5:02pm. All in favor. Carried.

Next meeting date:

September 12, 2016 at 3:30pm.

Respectfully Submitted:

Kym Jackson, Secretary

Dan Carey, Chair

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
October 3, 2016
170 Bostwick Road, Ithaca, NY 14850

Present: Jim Dennis, Dan Carey, Dave McKenna, Alan Teeter
Staff: Jon Negley, Kym Jackson
Agencies: Patrick Barry, NRCS

Dan Carey, Chair, called the meeting to order at 12:10pm. A quorum was present.

Jon added "Part B funding request", which is due November 1st to the agenda under New Business.

D. McKenna moved to approve the minutes as presented. J. Dennis seconded. No discussion. Carried.

Reports of Other Agencies:

J. Negley reviewed the SWCC September report and it is attached. The use of State Aid Part C funds should be discussed and decided on at the next Board Meeting. Jon also reported that at the Conservation Skills Workshop, TCSWCD did a demonstration of the new Finn Bark Blower and it was well received. He also reminded the Board that registrations are still being accepted for the upcoming NYACD Annual Meeting & NYSCDEA Administrative Meeting.

Patrick read his written report and it is attached. Pat also handed out a flyer for the Cayuga Lake TMDL meeting scheduled for 10/4/16 and reviewed the topics of discussion. The flyer is attached.

Alan Teeter arrived at 12:37pm.

Letter of Support – 2016 NYACD Resolution from Cortland. This item will be tabled until the next meeting to give TCSWCD time to gather more information from NRCS, the State office, and other Districts. Questions on the Resolution topic were: Would it benefit the District with the TMDL report coming out to have the projects complete implementation timeline decreased; what would the financial burden be to the farms; what is a reasonable timeline.

Pat departed at 12:59pm.

Staff/Project Reports:

Paul Gier provided a written report and it is attached.

Financial Report:

D. McKenna moved to approve the financial reports for the month of August. J. Dennis seconded. There was some discussion of the Hydrilla funding due to the discovery of Hydrilla in Cayuga County. A vote was taken and the financial reports were approved. Motion Carried.

D. McKenna moved to approve the financial reports for the month of September. J. Dennis seconded. Jon noted that the staff's email addresses would be changing in the near future as TCSWCD switches over to the County's system and moves to Office 365. Jon also noted he has not heard any feedback on TCSWCD's 2017 Budget presentation. A vote was taken and the financial reports were approved. Motion Carried.

J. Dennis moved to approve the October, 2016 Vouchers. A vote was taken and the vouchers listed in the Board Packet were approved. Motion Carried. J. Dennis moved to approve the renewal of the New York Farm Bureau Membership.

D. McKenna seconded. A vote was taken and the renewal was approved. Motion Carried. D. McKenna moved to approve Jon's signature of the Management Representation Letter for the 2015 Audit. J. Dennis seconded. A vote was taken and the signing of the letter was approved. Motion Carried.

Old Business

- None.

New Business:

- RESOLUTION 2016-40 – Entering into Contract with Jerry Dell Acres, Inc. for completion of Silage Leachate Collection System. D. McKenna made the motion to approve, J. Dennis seconded. Funding will be from Round 21 and the project's scope of work was put out to bid. Contractor references will be checked. A vote was taken and the adoption of Resolution No. 2016-40 was accepted. Motion carried.
- RESOLUTION 2016-41 – Entering into one year contract with the Community Science Institute to monitor water quality for watersheds draining into the south end of Cayuga Lake. D. Carey made the motion to approve, J. Dennis seconded. Funding will be from an appropriation from FLOWPA and has been provided for in the Workplan. A vote was taken and the adoption of Resolution No. 2016-41 was accepted. Motion carried.
- RESOLUTION 2016-42 – Appointing member to seat on Water Resources Council for Tompkins County. J. Dennis made the motion to approve, D. Carey seconded. The Board approved Jon's appointment renewal but recommended he select an alternate should he not be available to participate in every meeting or event. A vote was taken and the adoption of Resolution 2016-42 was accepted. Motion carried.
- RESOLUTION 2016-43 – Approval of 2016-2017 FLOWPA Workplan for Tompkins County. D. Carey made the motion to approve, J. Dennis seconded. Few changes were made to the 2016-2017 Workplan from the 2015-2016 Workplan. The utilization of using funds for compost socks and to cover some of Mike Hall's salary were the most notable changes. A vote was taken and the adoption of Resolution 2016-43 was accepted. Motion carried.
- RESOLUTION 2016-44 – Adoption of 2017 Annual Plan of Work. J. Dennis made the motion to approve, D. McKenna seconded. No discussion. A vote was taken and the adoption of Resolution 2016-44 was accepted. Motion carried.

Announcements/Meetings:

Jon reviewed the upcoming meetings which would count towards Performance Measures. The value, versus the cost, of renewing membership with NYACD in January, 2017 was also discussed, but would be decided on at a later date.

A project will need to be selected for NYS Aid – Part B funds for 2017. The application is due November 1st which is prior to the next Board Meeting. The Board opted to allow J. Negley to select a project to secure funding. Any other project ideas from Board Members may be emailed to Jon prior to November 1st for consideration.

D. Carey moved to adjourn the Regular Meeting at 1:47pm. All in favor. Carried.

Next meeting date:

November 14, 2016 at 3:30pm.

Respectfully Submitted:

Kym Jackson, Secretary

Dan Carey, Chair

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
November 14, 2016
170 Bostwick Road, Ithaca, NY 14850

Present: Jim Dennis, Dan Carey, Dave McKenna, Alan Teeter, Aaron Ristow
Staff: Jon Negley, Kym Jackson
Agencies: Patrick Barry, NRCS, Justin
Guests: Barry Goodrich

Dan Carey, Chair, called the meeting to order at 3:32pm. A quorum was present.

There were no changes or additions to the agenda.

A. Teeter moved to approve the minutes as presented. D. McKenna seconded. No discussion. Carried.

Aaron Ristow arrived at 3:34pm.

Reports of Other Agencies:

J. Negley reviewed the SWCC November report and it is attached. TCSWCD submitted the Interim Progress Report for its AgNPS project and the AEM Base Year 12 Interim Report. The Climate Resilient Farming Round 2 application is due on December 12th. TCSWCD may have some applicants.

Patrick read his written report and it is attached. Pat also reminded everyone the current EQUIP round is due on November 18th and the new rules of completion go into effect. CNP's will need to be completed in their entirety, as well.

Staff/Project Reports:

Paul Gier and Angel Hinickle provided a written reports and they are attached. In addition, Angel presented an update on her work. She is waiting on permits from NYSDEC and the Army Corp of Engineers for the WQIP Enfield Creek project. The field crew is still gathering data on the WQIP Stormwater Mapping project. And, a site on NYS Route 34 was treated under the WQIP Compost project and vegetation is already appearing. Another site in Brooktondale was remedied with sprayed compost, compost socks and then hydroseeded. She also noted that respirators, eye, ear, & hardhat protection is being used to address the fine material in the environment during the application process. The draft of the new MS4 is out and she is reviewing the document and any changes from previous versions.

Jon introduced Pat King (not present) who is a High School student assisting TCSWCD through the TST BOCES New Visions program. He is interested in watershed analysis and will be preparing a special research project as part of the BOCES curriculum. Jon also noted that Mike and Paul gave a surveying overview to the TST BOCES Heavy Equipment class students. TCSWCD will also provide its equipment & vehicles to the students for routine servicing.

Financial Report:

A. Ristow moved to approve the financial reports for the month of October. D. McKenna seconded. There was no discussion. A vote was taken and the financial reports were approved. Motion Carried.

J. Dennis moved to approve the November, 2016 Vouchers. D. McKenna seconded. A vote was taken and the vouchers listed in the Board Packet were approved. Motion Carried.

Pat and Justin departed at 4:22pm.

Old Business

- **Insurance Discussion.** K. Jackson reminded everyone TCSWCD would be switching insurance agencies to Tompkins Insurance Agencies soon. Although the Board had already elected to switch per Resolution 2015-57 AMENDED, the change is now necessary as the underwriter, Trident Insurance Brokerage will be terminating their contract with the Robert A. Sweeney Agency, Inc.

New Business:

- **Review of Performance Measure summary report.** Jon reviewed the report to date and reminded the Board one more person needs to attend a regional meeting or the Tompkins County Water Resources Council meeting on Monday, November 21st to qualify for the maximum funding amount.

D. Carey moved to enter Executive Session to discuss personnel items at 4:36m. D. McKenna seconded. J. Dennis moved to end the session at 4:56pm. A. Ristow seconded. J. Dennis moved to give Michael Hall holiday pay for the Veterans Day holiday. A. Ristow seconded. A vote was taken and the additional compensation was approved.

J. Dennis departed at 4:58pm.

- **RESOLUTION 2016-45 – Approval of 2017 Part B Project.** D. McKenna made the motion to approve, A. Teeter seconded. No discussion. A vote was taken and the adoption of Resolution 2016-45 was accepted. Motion carried.
- **RESOLUTION 2016-46 – Entering into contract with subcontractor for Enfield Creek steam project.** D. Carey made the motion to approve, D. McKenna seconded. Jon provided the bid results. A vote was taken and the adoption of Resolution 2016-46 was accepted. Motion carried.
- **RESOLUTION 2016-47 – Entering into contract with Tompkins County for reimbursement of conservation project activities.** D. McKenna made the motion to approve, A. Ristow seconded. No discussion. A vote was taken and the adoption of Resolution 2016-47 was accepted. Motion carried.

Announcements/Meetings:

Jon advised the Board a new TCSWCD Facebook site was up and running.

A Finance Committee (A. Teeter, D. McKenna, D. Carey, & J. Negley) meeting was set up for November 28th at 12:00pm at the District office.

A Personnel Committee (A. Ristow, J. Dennis, D. Carey, J. Negley) meeting will be set up soon. A. Ristow will send out an email to the members, as J. Dennis is not currently present.

D. Carey moved to adjourn the Regular Meeting at 5:10pm. A. Ristow seconded. All in favor. Carried.

Next meeting date:

December 12, 2016 at 3:30pm.

Respectfully Submitted:

Kym Jackson, Secretary

Dan Carey, Chair

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
December 12, 2016
170 Bostwick Road, Ithaca, NY 14850

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

Alan Teeter, Vice Chair, called the meeting to order at 3:42pm. A quorum was present.

Jon Negley added Resolution 2016-52 to Old Business.

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

Dan Carey arrived at 3:44pm. A. Teeter passed the meeting to D. Carey at 3:45pm.

Reports of Other Agencies:

J. Negley reviewed the SWCC December report and it is attached. TCSWCD will not be submitting any applications for the Climate Resilient Farming Round 2 due December 12th. There are some farms interested in cover crops but they need plans drawn up and will apply for the next round.

J. Olsen read his written report and it is attached.

Staff/Project Reports:

Paul Gier and Angel Hinickle provided a written reports and they are attached. In addition, Mike Hall provided an update on the projects he has been working on including: his outreach efforts, creating a Facebook page, completing training on hydroseeding and bark blower, working on the USC I-4 Project & the Hydrilla Project, attending Hydrilla Task Force meetings.

Jon advised the Board that as discussed, he would be opening the Conservation Technician position with Personnel and will have it posted for 15 days.

Financial Report:

D. McKenna moved to approve the financial reports for the month of November. A. Ristow seconded. There was no discussion. A vote was taken and the financial reports were approved. Motion Carried.

A. Ristow moved to approve the December, 2016 Vouchers. D. McKenna seconded. A vote was taken and the vouchers listed in the Board Packet were approved. Motion Carried.

Cooperator Reports

TCSWCD has signed a Cooperator Agreement with the Lansing Rod and Gun Club. TCSWCD is helping them to put together maps and establish an Environmental Stewardship Plan in response to an EPA Order. TCSWCD is not submitting the Plan or accepting any liability or responsibility for it. TCSWCD is only providing information to LRGC according to the EPA's BMP's.

Old Business

- RESOLUTION 2016-52 - Tompkins County Flood Hazard Mitigation Contract Extension for 2013 Year Program. D. McKenna made the motion to approve, A. Teeter seconded. J. Negley reviewed the history of the extension. No discussion. A vote was taken and the adoption of Resolution 2016-52 was accepted. Motion carried.
- OSC Report of Examination. K. Jackson delivered the final report to the Board, posted the notice in the Ithaca Journal, and advised of its availability in her office for public review, as required.

New Business:

- RESOLUTION 2016-48 – Approval and adoption of DRAFT 2017 Budget. D. McKenna made the motion to approve, A. Ristow seconded. J. Negley advised there were few changes from the July Budget Draft and the Finance Committee has reviewed these changes. Specific names will be removed from the Draft and replaced by a title. D. McKenna made the motion to approve with the change, A. Ristow seconded. A vote was taken and the adoption of Resolution 2016-48 was accepted. Motion carried.
- RESOLUTION 2016-49 – Authorization to pay 90% of contract amount to Jerry Dell Acres, LLC. D. Carey made the motion to approve, D. McKenna seconded. P. Gier presented an overview of the project and showed pictures of the project to date. The Engineer signed off on the project at 90% completion. A vote was taken and the adoption of Resolution 2016-49 was accepted. Motion carried.

Aaron Ristow and Justin Olsen departed at 5:13pm.

- RESOLUTION 2016-50 – Authorization to pay 100% of contract amount to Edward Scheffler. D. McKenna made the motion to approve, A. Teeter seconded. No discussion. A vote was taken and the adoption of Resolution 2016-50 was accepted. Motion carried.
- RESOLUTION 2016-51 – Approval of obtaining landowner easements for Trumbulls Corners Road. D. McKenna made the motion to approve, A. Teeter seconded. A correction will be made to the name "Stillwell" as it is spelled incorrectly. A vote was taken to include the correction and the adoption of Resolution 2016-51 was accepted. Motion carried.

Announcements/Meetings:

Jon reminded the Board the NRCS Local Working Group Meeting will be held on Tuesday, December 20th at the Tompkins County Public Works Building.

D. Carey moved to adjourn the Regular Meeting at 5:18pm. A. Teeter seconded. All in favor. Carried.

Next meeting date:

January 9, 2017 at 3:30pm.

Respectfully Submitted:

Kym Jackson, Secretary

Dan Carey, Chair