

AGENDA
Regular meeting of the BOD Tompkins County SWCD
January 18, 2017, 3:30 PM
170 Bostwick Road, Ithaca, NY 14850

- 3:30 Meeting called to order
- 3:30-3:32 Additions/changes to the Agenda
- 3:32-3:35 Approval December, 2016 Minutes
- 3:35-3:40 Privilege of the Floor – Members of the Public*
- 3:40-4:05 Reports of other agencies
NYS SWCC Report, NRCS
- 4:05-4:25 Financial Report – December
- 4:25-4:35 January Vouchers
- 4:35-4:40 Staff/Project Reports
Paul Gier & Angel Hinickle (written)
- 4:40-5:40 Organizational Meeting
- Election of Officers
 - Committee Appointments/Schedules – Finance & Personnel
 - Resolution 2017-14 – Approval of Safety Committee Creation
 - Resolution 2017-4 - Board Meeting Schedules
 - Policy Review –
 - Resolution 2017-10 – Update of Fiscal Policies
 - Resolution 2017-11 – Update of Employee Handbook
 - Resolution 2017-13 – Update of Tompkins County Public Access to Records Policy & TCSWCD Subject Matter List
 - Resolution 2017-16 – Adoption of Records Retention Policy
 - Resolution 2017-17 – Update of Director Attendance Policy
 - Resolution 2017-18 – Update of Bio-Security Policy
 - Resolution 2017-1 - Official Bank Designation
 - Resolution 2017-2 - Official Newspaper Designation
 - Resolution 2017-3 - Adoption of 2017 Holiday Schedule
 - Resolution 2017-5 – Payroll Certification
 - Resolution 2017-6 - Rates for Services
 - Resolution 2017-12 – Appointment of Fiscal Officer/Secretary/Assistant Treasurer
 - Resolution 2017-15 – Update of 2015-2019 Tompkins County AEM Strategic Plan
- 5:40-5:50 Old Business
- 5:50-6:30 New Business
- Resolution 2017-8 - Entering Into Contract Agreements with the Town of Danby, Newfield, Ulysses, Caroline and the Town of Ithaca for Stormwater Technical Services
 - Resolution 2017-9 - Entering into a Contract Agreement with Tompkins County for Services to the County with reimbursement of \$237,383.00
- Executive Session
- Conservation Technician Position Hiring
 - Senior Account Clerk Leave of Absence

Announcements/Meetings:

Next Meeting Date: February 13, 2017

Privilege of the Floor is limited to 3 minutes/person

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 accepting any liability or responsibility for the Plan, and is only providing information to LRGCC 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

AGENDA
Regular meeting of the BOD Tompkins County SWCD
February 6, 2017, 3:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 3:00 Meeting called to order
- 3:00-3:02 Additions/changes to the Agenda
- 3:02-3:05 Approval January, 2017 Minutes
- 3:05-3:20 Privilege of the Floor – Members of the Public*
- 3:20-3:40 Reports of other agencies
 NYS SWCC Report
 NRCS
 Scott Doyle, Tompkins County Planning Department
 Jennifer Doty, Farm Service Agency
- 3:40-4:00 Financial Report – January
- 4:00-4:10 February Vouchers
- 4:10-4:20 Staff/Project Reports
 Paul Gier, Angel Hinickle, Mike Hall (written)
- 4:20-4:40 Old Business
- Resolution 2017-18 – Update of Bio-Security Policy
 - Resolution 2017-15 – Update of 2015-2019 Tompkins County AEM Strategic Plan
- 4:40-5:00 New Business
- Verizon Cell Phones vs. Hot Spot Discussion
 - Resolution 2017-19 – Acceptance of Trident Insurance Quote/Renewal
 - Resolution 2017-20 - Submission of Annual State Reports
 - Resolution 2017-21 - Entering into MOU with USC & Tioga SWCD for NFWF I-4 Project
 - Resolution 2017-22 - Entering into MOU with Soil and Crop Sciences, Cornell University for Compost-Based Stormwater Management Implementation Project
 - Resolution 2017-23 – Submission of Annual Report of the Treasurer for 2016

Announcements/Meetings:

Next Meeting Date: March 6, 2017

*Privilege of the Floor is limited to 3 minutes/person

Minutes

Annual Organizational Meeting of the Board of Directors - Tompkins County SWCD
January 18, 2017
170 Bostwick Road, Ithaca, NY 14850

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

D. Carey, Chairman, called the meeting called to order at 3:34pm. A quorum was present.

There were no additions to the Agenda. D. McKenna moved to approve minutes of the December 2016 Regular Board Meeting. Seconded by Allan Teeter. No discussion. Carried.

J. Negley reviewed the NYSSWCC Report for January and distributed the Governor's proposed budget for 2018. J. Olsen gave an update for NRCS. They are working on EQIP applications and the written plans will be reviewed next week. They are accepting Conservation Stewardship Plans, as well. They also sent reminders out for contracts expiring soon. He reminded everyone of the Farm Service Agency Luncheon which will be held on January 26th. He will email K. Jackson his written report when he returns to the office.

D. McKenna moved to approve the financial reports as presented. A. Ristow seconded. J. Negley reviewed the budget report with the Board as of 12/31/16. TCSWCD should have funds available again this year to distribute between the savings accounts. He also let the Board know the NYSDEC Hydrilla grant is in the process of being closed out. TCSWCD is hoping to pay back NYS Ag & Markets in full this year after completion of the STAIEP Projects. The Board thought it might be a good idea to place signage at completed projects for public awareness. A vote was taken and all were in favor. Carried.

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

Organizational Business

D. Carey handed the meeting to J. Negley at 3:57pm. Slate of Officers were recommended for consideration...Dan Carey as Chair, Alan Teeter as Vice Chair, Dave McKenna as Treasurer, Jon Negley as Assistant Treasurer, and Kym Jackson as Secretary. A. Ristow moved to elect the Officer positions as recommended. A. Teeter seconded. No Discussion. Carried. J. Negley passed back the meeting to D. Carey at 3:59pm.

D. McKenna moved to select the Committee appointments. A. Teeter seconded. The Finance Committee will remain unchanged from 2016 with D. McKenna and A. Teeter being appointed. The Personnel Committee will remain unchanged from 2016 with A. Ristow and J. Dennis being appointed. A vote was taken and all were in favor. Carried.

RESOLUTION 2017-14 – Approval of Safety Committee creation. A. Teeter made the motion to approve. D. McKenna seconded. A. Teeter volunteered to join the committee as well as J. Negley and K. Jackson. A vote was taken and all were in favor. Carried.

RESOLUTION 2017-4 – Board Meeting Schedules. D. Carey made the motion to approve. A. Ristow seconded. A. Ristow made the motion to amend the resolution to the first Monday of each month at 3:00pm. D. McKenna seconded. All in favor of the amendment. Carried. All in favor of the amended resolution 2017-4. Carried.

RESOLUTION 2017-10 – Adoption of Fiscal Policies. D. Carey made the motion to approve. D. McKenna seconded. J. Negley reviewed the few changes that were made. A vote was taken and all were in favor. Carried.

RESOLUTION 2017-11 – Adoption of Employee Handbook. A. Ristow made the motion to approve. D. McKenna seconded. A new section/policy on teleworking was added to the Handbook for 2017. J. Negley will send it to J. Wood, Tompkins County Law Office for his review. A vote was taken and all were in favor. Carried.

J. Olsen departed the meeting at 4:36pm. A. Teeter departed the meeting at 4:37pm.

RESOLUTION 2017-13 – Adoption of Tompkins County Public Access to Records Policy & TCSWCD Subject Matter List. D. Carey made the motion to approve. A. Ristow seconded. D. Carey made the motion to amend the resolution by deleting “Survey Reports” from the Subject Matter List. A. Ristow seconded. Carried. A vote was taken to accept amended resolution 2017-13 and all were in favor. Carried.

RESOLUTION 2017-16 – Adoption of Records Retention Policy. D. McKenna made the motion to approve. A. Ristow seconded. J. Negley was appointed the Records Retention Manager. A vote was taken and all were in favor. Carried.

RESOLUTION 2017-17 – Update of Director Attendance Policy. D. Carey made the motion to approve. D. McKenna seconded. All in favor. Carried.

RESOLUTION 2017-18 – Update of Bio-Security Policy. J. Negley requested Resolution 2017-18 to be tabled to February’s meeting to complete its updating.

RESOLUTION 2017-1 – Official Bank Designation. D. McKenna made the motion to approve. A. Ristow seconded. Carried.

RESOLUTION 2017-2 – Official Bank Designation. A. Ristow made the motion to approve. D. Carey seconded. Carried.

RESOLUTION 2017-3 – Adoption of 2017 Holiday Schedule. A. Ristow made the motion to approve. D. McKenna seconded. Carried.

RESOLUTION 2017-5 – Payroll Certification. D. Carey made the motion to approve. D. McKenna seconded. Carried.

RESOLUTION 2017-6 – Rates for Services. D. Carey made the motion to approve. D. McKenna seconded. A. Ristow made the motion to amend Resolution 2017-6 to change “Soil Group” to “Soil Group/Sheet” and “Technical Services” to “Technical Services/Hour”. Carried. A vote was taken to accept amended Resolution 2017-6 and all were in favor. Carried.

RESOLUTION 2017-12 – Appointment of Fiscal Officer/Secretary/Assistant Treasurer. A. Ristow made the motion to approve. D. McKenna seconded. K. Jackson was appointed Fiscal Officer/Secretary and J. Negley was appointed Assistant Treasurer. All in Favor. Carried.

RESOLUTION 2017-15 – Update of 2015-2019 Tompkins County AEM Strategic Plan. J. Negley requested Resolution 2017-15 to be tabled to February’s meeting in order to complete updates.

End of Organizational Business at 5:00pm.

Old Business

None.

New Business

RESOLUTION 2017-8 – 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. A. Ristow seconded. Carried.

RESOLUTION 2017-9 – Entering into a Contract Agreement with Tompkins County for Services to the County with reimbursement of \$237,383.00. D. Carey made the motion to approve. D. McKenna

seconded. D. McKenna made the motion to amend Resolution 2017-9 to not include the quarterly payment amounts. A. Ristow seconded. Carried. A vote was taken to accept amended Resolution 2017-9. All in favor. Carried.

D. Carey moved going into executive session to discuss the Conservation Technician Position Hiring and the Senior Account Clerk Leave of Absence at 5:06pm. Seconded by A. Ristow. Carried.

D. Carey moved to come out of executive session at 5:19pm. Seconded by D. McKenna. Carried.

D. Carey moved to create a Sick Bank for the District discussed in executive session. Seconded by D. McKenna. Carried.

A. Ristow moved to offer Michael Hall the position of Conservation Technician with a salary up to \$35,000 annually as discussed in executive session. Seconded by D. McKenna. Carried.

D. Carey moved to adjourn at 5:22pm, Seconded by A. Ristow. Carried.

Next meeting date: February 6th, 2017 at 3:00pm.

Respectfully Submitted:

Kym Jackson, Secretary

Dan Carey, BOD Chairman

AGENDA
Regular meeting of the BOD Tompkins County SWCD
March 6, 2017, 3:00 PM
170 Bostwick Road, Ithaca, NY 14850

3:00 Meeting called to order
3:00-3:02 Additions/changes to the Agenda
3:02-3:05 Approval February, 2017 Minutes
3:05-3:20 Privilege of the Floor – Members of the Public*
3:20-3:40 Reports of other agencies
NYS SWCC Report
NRCS

Cooperator Agreements
None to report on this month

3:40-4:00 Staff/Project Reports
Paul Gier, Angel Hinickle, Mike Hall (written)

4:00-4:20 Old Business

- Insurance update from Eric Toftegaard (Tompkins Insurance)

4:20-4:40 New Business

- Resolution 2017-24 – FLOWPA 16-17 Contract
- Resolution 2017-25 – Approval to apply for Round 23 of Ag Non-Point Source Pollution Abatement Grants
- Resolution 2017-26 – Approval to apply for NYS Ag and Markets' Road Stream Crossing Assessment Project

4:40-4:50 Financial Report – February
Discussion about Insero & Co. Annual Audit

4:50-5:00 March Vouchers
-Repayment to State Ag and Markets
-JB Contracting for Trumbulls Corners Project
-Total Station Equipment Purchase

Announcements/Meetings:

-Tompkins County Ag Summit – March 8th, 10:00AM to 2:00PM @ the Ramada Inn, Triphammer Road, Lansing

-Tire Collection – Town of Dryden (April 9th)

-April 1 - Agstamgenza

Next Meeting Date: April 17, 2017 @ 3:00pm – Meeting shifted from normal date!

*Privilege of the Floor is limited to 3 minutes/person

Minutes

Annual Organizational Meeting of the Board of Directors - Tompkins County SWCD
February 6, 2017
170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey, Dave McKenna, Alan Teeter, Jim Dennis (Directors)
Staff: Jon Negley, Kym Jackson
Agencies: Pat Barry, Justin Olsen (NRCS)
Jennifer Doty (FSA)
Scott Doyle, Tompkins County Planning Department

No quorum was present at 3:00pm so P. Barry from NRCS reviewed his written report and it is attached.

D. McKenna arrived at 3:15pm. S. Doyle provided an update on their current projects which included monitoring easements and finalizing stream high hazard pipeline crossings rankings and partnering with others.

D. Carey arrived at 3:19pm

S. Doyle also reported they were looking at target areas for sediment in inlet assessment and would be kicking off a natural infrastructure program.

A. Teeter, Vice Chairman, called the meeting to order at 3:24pm. A quorum was present.

J. Doty provided a report on CRP contracts (Conservation Reserve Program) and provided an overview of the Grassland Program. J. Doty also needs signature for re-enrollment for the Sweyolaken Farm. D. McKenna made a motion to approve the re-enrollment and J. Dennis seconded. All in favor. Carried. J. Doty also needs a signature to accept Mary Beth Ilnken-Neely's contract. A. Teeter made the motion to approve the contract, D. Carey seconded. All in favor. Carried.

A. Teeter turned the meeting over to D. Carey at 3:46pm.

There were no additions to the Agenda. A. Teeter moved to approve minutes of the January 2017 Board Meeting. Seconded by D. McKenna. No discussion. Carried.

D. McKenna moved to approve the financial reports as presented. D. Carey seconded. A vote was taken and all were in favor. Carried.

D. Carey moved to approve the February vouchers as presented. D. McKenna seconded. A vote was taken and all were in favor. Carried.

J. Negley distributed the EPF breakdown from the Governor's Proposed Budget for FY 2017-2018 for everyone's information.

J. Doty, P. Barry, & J. Olsen departed at 3:58pm.

There is no NYS SWCC Report this month. A. Hinckle, P. Gier, & M. Hall provided written staff reports to the Board and they are attached.

Old Business

RESOLUTION 2017-18 – Update of Bio-Security Policy. J. Dennis made the motion to approve. D. McKenna seconded. A vote was taken to accept Resolution 2017-18. All in favor. Carried.

RESOLUTION 2017-15 – Update of 2015-2019 Tompkins County AEM Strategic Plan. D. Carey made the motion to approve. J. Dennis seconded. There were minimal changes made to the document as only page 21 was updated for the 2017-2018 year. A vote was taken to accept Resolution 2017-15. All in favor. Carried.

New Business

The option of providing cell phones to employees for field work versus a land line was discussed. The Board supported providing cell phones and if they are acquired will approve the voucher for the contract at a future meeting.

RESOLUTION 2017-19 – Acceptance of Trident Insurance Quote/Renewal. J. Dennis made the motion to approve. A. Teeter seconded. The Board approved the renewal but requested E. Toftegaard from Tompkins Insurance Agency provides a review of the coverage at the next Board Meeting. A vote was taken to accept Resolution 2017-19. All in favor. Carried.

RESOLUTION 2017-20 – Submission of Annual State Reports. J. Dennis made the motion to approve. D. McKenna seconded. No discussion. A vote was taken to accept Resolution 2017-20. All in favor. Carried.

RESOLUTION 2017-21 – Entering into MOU with USC & Tioga SWCD for NFWF I-4 Project. D. Carey made the motion to approve. D. McKenna seconded. No discussion. A vote was taken to accept Resolution 2017-21. All in favor. Carried.

RESOLUTION 2017-22 – Entering into MOU with Soil and Crop Sciences, Cornell University for Compost-Based Stormwater Management Implementation Project. D. Carey made the motion to approve. J. Dennis seconded. No discussion. A vote was taken to accept Resolution 2017-22. All in favor. Carried.

RESOLUTION 2017-23 – Submission of Annual Report of the Treasurer for 2016. J. Dennis made the motion to approve. D. Carey seconded. TCSWCD is in the process of preparing the report and it shall be reviewed and approved for signature by D. McKenna prior to its submission. A vote was taken to accept Resolution 2017-23. All in favor. Carried.

Announcements/Meetings:

K. Jackson passed around the designs/proofs of the promotional t-shirt and hat order.

D. Carey moved to adjourn at 4:38pm, Seconded by J. Dennis. Carried.

Next meeting date: March 6th, 2017 at 3:00pm.

Respectfully Submitted:

Kym Jackson, Secretary

Dan Carey, BOD Chairman

AGENDA
Regular meeting of the BOD Tompkins County SWCD
April 17, 2017, 3:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 3:00 Meeting called to order
- 3:00–3:02 Additions/changes to the Agenda
- 3:02-3:05 Approval March, 2017 Minutes
- 3:05-3:20 Privilege of the Floor – Members of the Public*
- 3:20-3:40 Reports of other agencies
 NYS SWCC Report
 NRCS
- 3:40-3:50 Financial Report – March
- 3:50-3:55 April Vouchers
- 3:55-4:10 Cooperator Agreements
Town of Newfield, Carey Farms, Jerry Dell Acres, Jerry Dell Farms, Millbrook Farms, Beck Farms
- 4:10-4:20 Staff/Project Reports
 Paul Gier, Angel Hinickle, Mike Hall (written)
- 4:20-4:40 Old Business
 2017 Part C project updates
- 4:40-5:00 New Business
 Resolution 2017-27 – Hydrilla Water Quality Contract Approval
 Resolution 2017-28 – Hydrilla Plant Monitoring Contract Approval
 Resolution 2017-29 – Hydrilla Herbicide Application Contract Approval
 Resolution 2017-30 – Shared Services Agreement Review

Announcements/Meetings:

Next Meeting Date: May 1, 2017

*Privilege of the Floor is limited to 3 minutes/person

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD

March 6, 2017

170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey, Dave McKenna, Alan Teeter, Aaron Ristow, Jim Dennis
Staff: Jon Negley, Paul Gier, Angel Hinickle, Mike Hall
Agencies: Patrick Barry, NRCS, Justin Olsen, NRCS, Dave Mortensen, NRCS
Guests: Eric Toftegaard, Tompkins Insurance Agencies

Dan Carey, Chair, called the meeting to order at 3:00pm. A quorum was present.

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

Reports of Other Agencies:

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

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

Cooperator Reports

None to report on this month.

Old Business

Eric Toftegaard from Tompkins Insurance Agencies, Inc. provided a premium analysis and reviewed the District's coverage for 2/1/2017 to 2/1/2018.

E. Toftegaard departed the meeting at 3:25pm.

Staff/Project Reports:

Paul Gier, Angel Hinickle, and Mike Hall provided written reports and they are attached. In addition, P. Gier reviewed his written staff report and spoke about the increased interest in nutrient management & soil health. The District is still awaiting the award notifications for STAIEP funding for Round 2 from NYS Ag & Markets. Mike then spoke about the District's participation in the upcoming Trout Stocking program and that the District would be participating as a vendor at the Ithaca Fishing and Conservation Day on March 25th. The District is also planning on working with the City of Ithaca through the Urban Forestry Grant at Cass Park next year. Angel then advised everyone that Phase 1 of stabilization has been completed on the Trumbulls Corners Road project. The contractor is now working on Phase 2. In addition, Angel led a 4-hour Erosion & Sediment Control course which was well attended, so a second date was added for the end of the month.

Pat Barry & Dave Mortensen departed the meeting at 3:40pm.

New Business:

- RESOLUTION 2017-24 – FLOWPA 16-17 Contract. A. Ristow made the motion to approve, D. McKenna seconded. A workplan will be created and will include several smaller projects including water monitoring, aquifer study assistance, & a farm project. A vote was taken and the adoption of Resolution 2017-24 was accepted. Motion carried.

D. Carey recused himself from the meeting at 3:45pm. A. Teeter, Vice-Chair led the meeting.

- RESOLUTION 2017-25 – Approval to apply for Round 23 of Ag Non-Point Source Pollution Abatement Grants. D. McKenna made the motion to approve, A. Ristow seconded. J. Negley provided a list of farms to be considered for application to NYS Ag & Markets. The ranking calculation spreadsheet was used to assess cost share eligibility for Ag implementation projects and all projects approved for implementation were eligible for 75% cost share assistance. A vote was taken and the adoption of Resolution 2017-25 was accepted. Motion carried.

A. Teeter turned the meeting back over to D. Carey at 3:54pm.

- RESOLUTION 2017-26 – Approval to apply for NYS Ag and Markets' Road Stream Crossing Assessment Project. A. Ristow made the motion to approve, J. Dennis seconded. J. Negley provided a map of the culverts which have been mapped to date. This fund is for mapping additional culverts which will become part of the NYSDEC database and will assist in assessing barriers to aquatic passage. A vote was taken and the adoption of Resolution 2017-26 was accepted. Motion carried.

Financial Report:

A. Teeter moved to approve the financial reports for the month of February. D. McKenna seconded. The Districts' upcoming scheduled annual audit on March 27th by Inero & Co. was discussed. Inero & Co.'s responsibilities, information requested, and engagement letter was reviewed. A vote was taken and the financial reports were approved. Motion Carried.

A. Ristow moved to approve the March, 2017 Vouchers. A. Teeter seconded. J. Negley reviewed the repayment to NYS Ag & Markets, JB Contracting for the Trumbulls Corners Project, and the purchase of Total Station equipment. The District's current Total Station for surveying is approximately 15 years old and is not worth being maintained at this point. It will shut itself down during use. The software & battery used is also not supported anymore. The District will be selecting and pricing a new system. The Board is in favor of purchasing a new system and will be looking for additional information at the next Board Meeting. A vote was taken and the vouchers listed in the Board Packet were approved. Motion Carried.

Announcements/Meetings:

Jon reminded the Board the Tompkins County Ag Summit is scheduled for March 8th at the Ramada Inn on Triphammer Road. The 2017 Tire Collection Event has been scheduled for April 29th at Dryden Highway Department. On April 1, 2017 the District will be attending Agstravaganza.

J. Dennis moved to adjourn the Regular Meeting at 4:30pm. A. Teeter seconded. All in favor. Carried.

Next meeting date:

April 17, 2017 at 3:00pm. This was changed from the originally scheduled meeting.

Respectfully Submitted:

Kym Jackson, Secretary

Dan Carey, Chair

AGENDA
Regular meeting of the BOD Tompkins County SWCD
May 5, 2017, 1:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 1:00 Meeting called to order
- 1:00–1:02 Additions/changes to the Agenda
- 1:02-1:05 Approval April, 2017 Minutes
- 1:05-1:20 Privilege of the Floor – Members of the Public*
- 1:20-1:40 Reports of other agencies
 NYS SWCC
- 1:40-1:50 Financial Report – April
 NYSLRS Online Retirement Access
- 1:50-1:55 May Vouchers
- 1:55-2:10 Cooperator Agreements
 None at this time
- 2:10-2:20 Staff/Project Reports
 Patrick King, Intern, Project Overview
- 2:20-2:40 Old Business
 Resolution 2017-29 – Hydrilla Herbicide Application Contract Approval
- 2:40-3:00 New Business
 Resolution 2017-31 – NYS AEM Annual Action Plan Year 13 Approval
 Seasonal Employee Discussion
 Flat Iron Road Wetland Easement

Announcements/Meetings:

Next Meeting Date: June 5, 2017

*Privilege of the Floor is limited to 3 minutes/person

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD

April 17, 2017

170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey, Alan Teeter, Aaron Ristow, Jim Dennis
Staff: Jon Negley, Paul Gier, Angel Hinickle, Mike Hall
Agencies: Justin Olsen, NRCS

Dan Carey, Chair, called the meeting to order at 3:01pm. A quorum was present. There were no changes or additions to the agenda.

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

Reports of Other Agencies:

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

Alan Teeter arrived at 3:03pm.

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

J. Negley would like to order signage to display at work sites to familiarize the community with the types of projects SWCD performs. He would like to work on a template for future projects.

Financial Report:

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

A. Teeter moved to approve the April, 2017 Vouchers. D. Carey seconded. J. Negley reviewed the list and confirmed the cover crops planted met NYS requirements for Voucher 12-42017 & 13-42017. J. Negley presented two additional payments for approval. It was decided to contribute \$500.00 to the National Association of Conservation Districts at the Bronze level. A vote was taken and the NACD voucher was approved. It was also decided to approve the payment for membership in the New York Association of Conservation Districts for 2017 at the \$1,500.00 requested amount. A vote was taken and the NYACD voucher was approved. It was also decided to request a quote from Waypoint Technology Group for technical support and maintenance for the new survey equipment. A vote was taken and the April vouchers presented along with NACD and NYACD were approved. Motion Carried.

D. Carey recused himself from the meeting at 3:45pm. A. Teeter, Vice-Chair led the meeting.

Cooperator Reports

Alan Teeter made the motion to approve the cooperator reports presented. A. Ristow seconded. The Town of Newfield's agreement has been passed to TG Miller, Engineers for their review and signature. A vote was taken and all the agreements were approved. Motion Carried.

Alan Teeter turned the meeting over to D. Carey at 3:52pm.

Staff/Project Reports:

Paul Gier, Angel Hinickle, and Mike Hall provided written reports and they are attached. In addition, each reviewed the work they have been performing. A. Hinickle also gave a Power Point presentation on the WQIP project at Trumbulls Corners. She described the project, provided pictures, and shared some of the challenges encountered along the way. The weather hindered some of the work, the estimated amount of material needed was not adequate, and additional work needed to be added to the contract. Currently, the Contractor has moved off of the project until it is time for the final phase of work. TCSWCD was able to acquire some native seed provided by Cornell Botanic Gardens. In addition, TCSWCD received an additional invoice from the Engineer on the project above the contract amount. It was decided by the Board to request itemized detail of the extra work performed before the additional work is approved. TCSWCD will request the detail. All in all, TCSWCD is pleased with how the project turned out to date. It was also discussed the possibility of A. Hinickle giving the same presentation to the Town of Newfield.

Old Business:

- 2017 Part C project updates. Some ideas for using the Part C state aid are:
 1. Purchase Equipment. Research on purchasing a no-till drill for approximately \$20,000 to \$25,000 is being done. TCSWCD would like to do some demo days in the field and will let the Board know when.
 2. Purchase a boat for water quality monitoring. Last year, TCSWCD relied on the City of Ithaca's boat.
 3. Create a cold storage area for all of TCSWCD's equipment so it can be protected from the elements. Everyone will continue to work on the feasibility of these ideas and will provide quotes from vendors.

Angel Hinickle departed at 4:45pm.

New Business:

- RESOLUTION 2017-27 – Hydrilla Water Quality Contract Approval. J. Dennis made the motion to approve, D. Carey seconded. One bid was received and accepted. A vote was taken and the adoption of Resolution 2017-27 was accepted. Motion carried.
- RESOLUTION 2017-28 – Hydrilla Plant Monitoring Contract Approval. A. Teeter made the motion to approve, A. Ristow seconded. One bid was received and accepted. A vote was taken and the adoption of Resolution 2017-28 was accepted. Motion carried.
- RESOLUTION 2017-29 – Hydrilla Herbicide Application Contract Approval. This resolution was tabled to the next meeting. Two bids were received; however, more information is being requested of the 2 bidding companies as to qualifications and logistics which may affect the bids. J. Negley will follow up with the Hydrilla Task Force and the bidders for clarification.
- RESOLUTION 2017- Shared Services Agreement Review. A. Ristow made the motion to approve, A. Teeter seconded. The Agreement was reviewed and no changes were made for 2017. A vote was taken and the adoption of Resolution 2017-30 was accepted. Motion carried.


Announcements/Meetings:

Next meeting date: May 1, 2017 at 3:00pm.

D. Carey moved to adjourn the Regular Meeting at 5:56pm. A. Teeter seconded. All in favor. Carried.

Respectfully Submitted:


Kym Jackson, Secretary


Dan Carey, Chair

AGENDA
Regular meeting of the BOD Tompkins County SWCD
June 5, 2017, 3:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 3:00 Meeting called to order
- 3:00–3:02 Additions/changes to the Agenda
- 3:02-3:05 Approval May, 2017 Minutes
- 3:05-3:10 Privilege of the Floor – Members of the Public*
- 3:10-4:30 Reports of other agencies
 Patrick King, TST BOCES New Visions Intern, Project Overview
 NYS SWCC Report - District Law Presentation – Scott Fickbohm
 NRCS
- 4:30-4:40 Financial Report – May
 June Vouchers
 Cooperator Agreements
 None Currently
- Staff/Project Reports
 Paul Gier, Angel Hinickle, Mike Hall (written)
- 4:40-4:50 Old Business
 Flat Iron Road Wetland Easement
- 4:50-5:00 New Business
 -Amending resolution 2016-43 & 2015-54
 -RESOLUTION 2017-32 – Entering into Contract Agreement with FLOWPA as
 Subcontractor for FWS ANS FY16 (Hydrilla)
 -2018 budget introduction

Announcements/Meetings:

Next Meeting Date: July 3, 2017 – Reschedule?

*Privilege of the Floor is limited to 3 minutes/person

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD

May 5, 2017

170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey, Aaron Ristow, Jim Dennis, Dave McKenna
Staff: Jon Negley, Kym Jackson, Paul Gier

Dan Carey, Chair, called the meeting to order at 1:04. A quorum was present.
There were no changes or additions to the agenda.

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

Reports of Other Agencies:

J. Negley distributed the SWCC May report and it is attached.

J. Dennis arrived at 3:06pm.

Financial Report:

D. Carey moved to approve the financial reports for the month of April. D. McKenna seconded.

NYSLRS Online Retirement Access was discussed. NYSLRS has requested TCSWCD identify a Contact Administrator(s) & a Security Administrator(s). More information is needed on the roles of these positions before anyone is named. J. Negley will check with the County to see how they are set up. A vote was taken and the financial reports were approved. Motion Carried.

J. Dennis moved to approve the May, 2017 Vouchers. A. Ristow seconded. J. Negley distributed boat specifications & associated costs (including safety equipment & training) for purchase. TCSWCD will spend under \$1,000 and is hoping the purchase will be covered by Part C funds. If not, TCSWCD will go ahead with the purchase using unrestricted funds. Approval was given by the Board for the purchase of a boat for water sampling.

A vote was taken and the May vouchers presented along with the boat purchase were approved. Motion Carried.

Cooperator Reports

None at this time.

Paul Gier arrived at 1:38pm.

Staff/Project Reports:

Patrick King, Intern was unable to attend the meeting to give his project overview as the meeting had been rescheduled from May 1st.

Old Business:

- RESOLUTION 2017-29 – Hydrilla Herbicide Application Contract Approval. A. Ristow made the motion to approve, D. McKenna seconded. Two bids were received. One from Solitude Lake Management and one from DBi Services. On Monday, May 1, 2017, DBi Services withdrew their bid as they were unable to supply the services associated with the project. Solitude Lake Management's bid was accepted. A vote was taken and the adoption of Resolution 2017-29 was accepted. Motion carried.

New Business:

- RESOLUTION 2017-31 – NYS AEM Annual Action Plan Year 13 Approval. D. Carey made the motion to approve, D. McKenna seconded. P. Gier reviewed the plan. Currently, the focus is on the Owasco Watershed and aligns with the AEM Strategic Plan. However, this could change if serious problems develop elsewhere. A vote was taken and the adoption of Resolution 2017-31 was accepted. Motion carried.

Paul departed the meeting at 2:02pm.

- Seasonal Employee Discussion. Funding is available and TCSWCD needs assistance with projects. The Board supports the hiring of a temporary seasonal employee. J. Negley will contact Tompkins County Personnel and have them post the NYS Civil Service position. J. Negley will let the Board know when applications are received so they may be part of the interview/hiring process.
- Flat Iron Road Wetland Easement. This easement consists of approximately 4 acres of wetlands that was a remediation project. USC approached TCSWCD to hold the easement as the property is in Tompkins County. The easement would be held in perpetuity. The Finger Lakes Land Trust owns the property. The Board requested more information on what the legal liability would be for TCSWCD should it accept responsibility for the easement. J. Negley will follow up with the Jonathan Wood, County Attorney and Wendy Walsh, USC Watershed Coordinator and USC Board Member. The Board will take action at the June meeting.

Announcements/Meetings:

Next meeting date: June 5, 2017 at 3:00pm.

D. Carey moved to adjourn the Regular Meeting at 2:21pm. A. Ristow seconded. All in favor. Carried.

Respectfully Submitted:


Kym Jackson, Secretary


Dan Carey, Chair

AGENDA
Regular meeting of the BOD Tompkins County SWCD
July 10, 2017, 1:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 1:00 Meeting called to order
- 1:00-1:02 Additions/changes to the Agenda
- 1:02-1:05 Approval June, 2017 Minutes
- 1:05-1:10 Privilege of the Floor – Members of the Public*
- 1:10-1:20 Reports of other agencies
 NYS SWCC Report
 NRCS
- 1:20-1:50 Staff/Project Reports
 Paul Gier
Financial Report – June
July Vouchers
 AgNPS Round 21 Silage Leachate Project Final Payment (Jerry Dell Acres)
Cooperator Agreements
 None Currently
- 1:50 Old Business
 None
- 1:50-3:00 New Business
 -RESOLUTION 2017-34 – Entering into contract with Farms awarded funding under Round 2 of the NYS Southern Tier Agricultural Industry Enhancement Program (STAIEP) Contract
 -RESOLUTION 2017-35 – Approval and adoption of DRAFT Tompkins County Soil and Water Conservation District 2018 Operating, Program, and Grant Budget
 -RESOLUTION 2017-36 – Authorization to apply for Water Quality Improvement Program (WQIP) Funding through the NYS Consolidated Funding Application (CFA)
 -RESOLUTION 2017-37 – Entering into Contract with NYS Ag and Markets for AEM Base Funding (Year 13) Contract #C011614
 -Authorization for NYS Aid (Part C) project expenditures

Announcements/Meetings:

Next Meeting Date: August 7, 2017

*Privilege of the Floor is limited to 3 minutes/person

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD

June 5, 2017

170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey, Alan Teeter, Jim Dennis, Dave McKenna
Staff: Jon Negley, Kym Jackson, Paul Gier
Agencies: Pat Barry, NRCS, Justin Olsen, NRCS
Scott Fickbohm, NYS SWCC, Patrick (PJ) Emerick, NYS SWCC

Dan Carey, Chair, called the meeting to order at 3:07. A quorum was present. There were no changes or additions to the agenda.

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

Reports of Other Agencies:

Pat Barry, NRCS reviewed his written report and it is attached.

A. Teeter arrived at 3:18pm

J. Negley introduced Scott Fickbohm, from NYS SWCC and Patrick (PJ) Emerick, from NYS SWCC. PJ Emerick is now the District's new Regional Associate Environmental Analyst (AEA) and everyone welcomed him.

Scott Fickbohm gave the Power Point Presentation on District Law which is required every three years in order to meet Performance Measures for NYS Part C aid.

Angel arrived at 3:32pm.

Scott Fickbohm also reported that the District Operation Manual will be available soon on the NYS SWCC SharePoint site. A written NYS SWCC report for the month of June will also be provided once the next Manager's Meeting location has been established.

Financial Report:

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

J. Dennis moved to approve the June, 2017 Vouchers. D. McKenna seconded. No discussion. A vote was taken and the June vouchers were approved. Motion Carried.

Cooperator Reports

None at this time.

Staff/Project Reports:

Patrick King, Intern was unable to attend the meeting to give his project overview. J. Negley will pass along his Power Point presentation to anyone who is interested.

P. Gier, A. Hinickle, and M. Hall provided written staff reports and they are attached.

P. Gier also reviewed the status of the STAIEP grant. For Round 1, six out of the eight projects will be completed shortly. The District was given a preliminary list and feedback for the Round 2 awards from NYS SWCC. The District reached out to a few farms for additional information that was not addressed in some applications. Acceptance letters will be arriving from the Governor's office soon.

In addition, P. Gier announced the formation of a Soil Health Workshop which the District is working cooperatively on with the Cayuga County Soil & Water Conservation District. Details to follow.

S. Fickbohm noted the Ag NPS Round 23 grant awards will be announced on June 20th.

P. Gier departed at 4:20pm.

Old Business:

- RESOLUTION 2017-33 - Holding Conservation Easement for 164 Flat Iron Road, Town of Caroline, NY. D. McKenna made the motion to approve, J. Dennis seconded. J. Negley reported the Finger Lakes Land Trust was unable to hold the easement as they are the land owners. J. Negley shared the easement document with Jonathan Wood, County Attorney, and minor changes were made to its language. It was felt there is nothing harmful to the District or to Tompkins County in the agreement. Documentation of the Easement acquisition for future generations was discussed and assured, as the Easement would be held in perpetuity. A vote was taken and the adoption of Resolution 2017-33 was accepted. Motion carried.

New Business:

- RESOLUTION 2015-54 - Approval of 2015-2016 FLOWPA Workplan - Amended and RESOLUTION 2016-43 - Approval of 2016-2017 FLOWPA Workplan for Tompkins County – Amended. D. Carey made the motion to approve, A. Teeter seconded. These two resolutions are being amended for the reallocation of staff salary. Tompkins County has provided the funding as the future of the grant allowing reimbursement for salary is unpredictable. The Water Resource Council will need to approve the changes prior to submission to FLOWPA. A vote was taken and the adoption of Resolution 2015-54 – Amended and Resolution 2016-43 - Amended were accepted. Motion carried.
- RESOLUTION 2017-32 – Entering into Contract Agreement with FLOWPA as Subcontractor for FWS ANS FY16 (Hydrilla). D. McKenna made the motion to approve, A. Teeter seconded. No discussion. A vote was taken and the adoption of Resolution 2017-32 was accepted. Motion carried.
- General Discussion. The Board is interested in receiving an update of the Hydrilla situation found upstream in Cayuga County. The District has reached out, but no further information has been received other than what has been made public.
- 2018 Budget Introduction. J. Negley has begun the process of preparing the 2018 District Budget and provided some highlights: In 2018, Part C funding will be similar in amount to that of 2017 and should be substantial. J. Negley has reached out to Jennifer Clifford, NYS SWCC, to see if the District would be able to purchase a culvert in 2017 but have it installed in 2018. She advised the purchase/installation timing would be fine as long as it was well documented; County OTR's may be possible, however the budget may be affected by the elections this fall; Vehicle upgrades are due and they should be rotated on a regular basis; The District is pursuing the possibility of hiring an engineer on a part time basis (no benefits) beginning in 2018. Many of the District's possible future projects will be required to have engineering services. This is especially due to the new TMDL program. The Finance Committee will schedule a time to meet to discuss this further.

Announcements/Meetings:

The next meeting date: July 3, 2017 at 3:00pm was moved to July 10, 2017 at 1:00pm.

D. Carey moved to adjourn the Regular Meeting at 4:54pm. D. McKenna seconded. All in favor. Carried.

Respectfully Submitted:



Kym Jackson, Secretary



Dan Carey, Chair

AGENDA
Regular meeting of the BOD Tompkins County SWCD
August 7, 2017, 3:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 3:00 Meeting called to order
- 3:00–3:02 Additions/changes to the Agenda
- 3:02-3:05 Approval July, 2017 Minutes
- 3:05-3:10 Privilege of the Floor – Members of the Public*
- 3:10-4:30 Reports of other agencies
 NYS SWCC
 NRCS
 Jen Doty, Cortland/Tompkins Farm Service Agency
 Colleen Stannard, Insero & Co. CPAs, LLP
- 4:30-4:40 Financial Report – July
- August Vouchers
- Cooperator Agreements
 None Currently
- Staff/Project Reports
 Angel Hinickle – Enfield Creek Project Update
 Paul Gier, Angel Hinickle, Mike Hall (written)
- 4:40-4:50 Old Business
 -RESOLUTION 2017-34 – Entering into contract with Farms awarded funding under Round 2 of the NYS Southern Tier Agricultural Industry Enhancement Program (STAIEP) Contract
 -Authorization for NYS Aid (Part C) project expenditures
- 4:50-5:00 New Business
 -RESOLUTION 2017-38 – Entering into Practices Implementation Reimbursement Agreement with the Upper Susquehanna Coalition to Implement Cover Crops
 -RESOLUTION 2017-39 – Entering into MOU with NYS Office of Parks, Recreation, & Historic Preservation (PARKS) for Hydrilla eradication services up to \$60,000.

Announcements/Meetings:

Soil Health Seminar – August 23rd, 10:0am-3:00pm, Musgrave Research Farm, Aurora, NY – RSVP to TCSWCD by August 15th.

Fall Tire Recycling Event to be scheduled in October. Tentatively, October 14th or 21st.

Next Meeting Date: September 4, 2017 – Holiday – Need to Reschedule

*Privilege of the Floor is limited to 3 minutes/person

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD

July 10, 2017

170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey, Alan Teeter, Jim Dennis
Staff: Jon Negley, Kym Jackson, Paul Gier
Agencies: Pat Barry, NRCS
Guests: Barry Goodrich, Gabriel Carpenter

A quorum was not present at 1:15pm.

Reports of Other Agencies:

Pat Barry, NRCS reviewed his written report and it is attached.

A. Teeter arrived at 1:19pm.

Dan Carey, Chair, called the meeting to order at 1:23. A quorum was present.

There were no changes or additions to the agenda, however, the order of items discussed was altered due to time restraints of the Board Members.

A. Teeter moved to approve the minutes as presented. D. Carey seconded. J. Negley gave a brief update on the Hydrilla found in Cayuga County. Currently, it is approximately a 20 acre infestation and the Army Corp of Engineers will be overseeing its management. All in favor. Motion Carried.

Gabriel Carpenter arrived at 1:30. G. Carpenter is a STAIEP funding applicant for Round 2. Since applying for the grant and receiving approval from NYS Ag and Markets, the scope of work has changed. Initially, the farm was to build an egg layer house, however, with changing market conditions and for other reasons, the farm began to look at other options. Instead, they would like to expand their dairy herd and build a dairy barn. The request for the change has been submitted to NYS Ag and Markets for their review and approval. Should it not be approved, the farm will continue with the original plan to build the layer house.

G. Carpenter departed at 1:47pm.

B. Goodrich from the Town of Caroline Watershed Committee reported that they were waiting for bid packages to go out for the Buffalo Road Creek Project.

Old Business:

None

New Business:

- RESOLUTION 2017-34 – Entering into contract with Farms awarded funding under Round 2 of the NYS Southern Tier Agricultural Industry Enhancement Program (STAIEP) Contract. This resolution was tabled to the next meeting.
- RESOLUTION 2017-35 – Approval and adoption of DRAFT Tompkins County Soil and Water Conservation District 2018 Operating, Program, and Grant Budget. A. Teeter made the motion to approve, J. Dennis seconded. J.

Negley reviewed any changes from 2017 to 2018 including OTR's, a 2% salary increase, hiring a part time Engineer, and computer upgrades. The Program and Grant DRAFT Budget changes and evolves throughout the year as new opportunities arise. A vote was taken and the adoption of Resolution 2017-35 was accepted. Motion carried.

- RESOLUTION 2017-36 – Authorization to apply for Water Quality Improvement Program (WQIP) Funding through the NYS Consolidated Funding Application (CFA). J. Dennis made the motion to approve, A. Teeter seconded. J. Negley reviewed the possible uses for the grant funds. The District could continue and expand the compost BMP program and perhaps assist private homeowners and contractors or perform stream restoration projects and create a framework to target high priority projects. Both of these ideas will assist with the TMDL model. There is a 25% cost share requirement for the grant. A vote was taken and the adoption of Resolution 2017-36 was accepted. Motion carried.
- RESOLUTION 2017-37 – Entering into Contract with NYS Ag and Markets for AEM Base Funding (Year 13) Contract #C011614. D. Carey made the motion to approve, A. Teeter seconded. No discussion. A vote was taken and the adoption of Resolution 2017-37 was accepted. Motion carried.
- Authorization for NYS Aid (Part C) project expenditures. The Board discussed purchasing equipment and/or a no-till drill and/or the hiring of an Operator as the work for the Highway Department needs to be postponed to 2018. The Board would like the other members not present to provide their input, so the authorization was tabled to the next meeting. A decision would need to be made at the August meeting to allow sufficient time to perform any work or to make purchases before the end of the year.

Financial Report:

D. Carey moved to approve the financial reports for the month of June. J. Dennis seconded. No discussion. A vote was taken and the financial reports were approved. Motion Carried.

J. Dennis moved to approve the July, 2017 Vouchers. A. Teeter seconded. J. Negley recommended the payment noted on the Agenda for Jerry Dell Acres not be made yet. There are some punch-list items which need to be completed prior to payment. A vote was taken and the July vouchers were approved without the payment to Jerry Dell Acres. Motion Carried.

J. Dennis and A. Teeter departed at 2:44pm.

Staff/Project Reports:

P. Gier reviewed the status of AgNPS Round 23, Dryden Dairy Day, and showed pictures of the Sherman Project (AgNPS Round 21). The Soil Health Workshop has been scheduled for August 23rd. More details to follow.

Announcements/Meetings:

The next meeting date: August 7, 2017 at 3:00pm.

The meeting adjourned at 3:02pm.

Respectfully Submitted:


Kym Jackson, Secretary


Dan Carey, Chair

AGENDA
Regular meeting of the BOD Tompkins County SWCD
September 11, 2017, 1:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 1:00 Meeting called to order
- 1:00–1:02 Additions/changes to the Agenda
- 1:02-1:03 Approval August, 2017 Minutes
- 1:03-1:05 Approval August Special Meeting, 2017 Minutes
- 1:05-1:10 Privilege of the Floor – Members of the Public*
- 1:10-1:15 Thomas Mallory - Introduction
- 1:15-1:35 Reports of other agencies
 NYS SWCC
 NRCS
- 1:35-2:00 Financial Report – August
- September Vouchers
- Cooperator Agreements
 None Currently
- Staff/Project Reports
 Paul Gier – STAIEP Project Update
- 2:00-2:15 Old Business
 -RESOLUTION 2017-41 – Adoption of Amended Fiscal Policies
 -RESOLUTION 2017-42 – Adoption of Amended Employee Handbook
- 2:15-3:00 New Business
 -Disability & Paid Family Leave Policy discussion
 -Credit Card Acceptance discussion/Bank account
 -Annual Tree & Shrub Sale discussion
 -RESOLUTION 2017-43 – Entering into Contract Agreement with the Community Science
 Institute to fund a water quality project with FLOWPA FY 15-16 funds under contract
 #C305139-1516 held by Oswego County Soil and Water Conservation District for
 NYSDEC

Announcements/Meetings:

Safety Committee Meeting – To be scheduled
NYACD Annual Meeting – October 17-19, 2017 – The Hampton Inn, Cazenovia, NY
Fall Tire Recycling Event - October 14th 10am-2pm, Town of Enfield.

Next Meeting Date: October 2, 2017

*Privilege of the Floor is limited to 3 minutes/person

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD

August 7, 2017

170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey, Alan Teeter, Jim Dennis, Dave McKenna
Staff: Jon Negley, Kym Jackson, Angel Hinickle, Paul Gier, Mike Hall
Agencies: Jen Doty, Cortland/Tompkins Farm Service Agency
Colleen Stannard & Mikhail O’Laughlin, Insero & Co. CPAs, LLP
Justin Olsen, NRCS
Guests: Barry Goodrich

Dan Carey, Chair, called the meeting to order at 3:04pm. 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. All in favor. Motion Carried.

Reports of Other Agencies:

J. Doty brought CRP reenrollments which were complete and approved in July, however, they lacked signatures from TCSWCD. Jen suggested they might try to do a Grassland CRP for a property on Route 89. Some Farms did not reenroll or weren’t eligible. Two properties needed additional tree plantings to bring them up to specifications and one Grassland CRP in Tompkins County withdrew. Jen also advised that the ARC Commodity Program ended August 1st.

J. Olsen advised their office was working on Conservation Stewardship Programs (CSP) and are in the project design phase. They should have contracts by November.

J. Doty departed the meeting.

C. Stannard introduced herself and M. O’Laughlin. Her office has completed TCSWCD’s annual audit and a draft copy of the Communication Letter, Executive Summary, Financial Report, and Management Comment Letter were distributed to the Board. C. Stannard reviewed the Executive Summary highlights:

- some adjustments made were due to reporting requirements
- revenue was in excess of expenditures
- there is restricted cash due to grants
- revenue is steady even with the addition of another salary
- there is not a lot of excess revenue to support programs
- general guidelines for the fund balance is a 10% to 15% increase from the subsequent year

M. O’Laughlin reviewed the audit process, management comment letter (two items were reviewed). It was also suggested that the wording of the minimum balance requirements in the Fiscal Policy be revisited & revised.

A final audit report should be available soon.

J. Negley reviewed NYS SWCC’s written report. AgNPS Round 23 project selections were made by NYS Ag & Markets. TCSWCD submitted three applications. None were approved. TCSWCD will be reevaluating how and what type of projects we submit for as the applications did not receive a high enough rating to qualify for funding.

There is a new certification program being formed but it is still in its infancy. It may replace EnviroCert’s CPESC certification.

TCSWCD will be participating in Empire Farm Days and everyone was encouraged to attend.

Financial Report:

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

A. Teeter moved to approve the August, 2017 Vouchers. D. Carey seconded. Vehicle and equipment repairs were reviewed. J. Negley reviewed the check to A-Verdi for the storage container. It is needed to store hydroseeding materials for pest control and has been approved by NYSDEC to be charged against the WQIP grant. A vote was taken and the August vouchers were approved with the storage container purchase. Motion Carried.

C. Stannard, M. O'Laughlin departed the meeting.

Staff/Project Reports:

A. Hinckle provided an update on the Trumbulls Corner Road Project. The end of Hubbell Drive still needs to be completed. The Contractor should be beginning in two weeks. There is a lot of erosion and structures are exposed. NYSDEC and the FWS visited the site and want it repaired. The Engineer was asked for a remedy to the situation but NYSDEC & FWS are not confident the proposed modifications will work. The Contractor is not confident either. The repair may cost at least \$25,000 in rock alone. The permit is valid until October 1st. TCSWCD will work on a solution with the Engineer, Contractor, FWS, and NYSDEC to figure out what measures should be taken and then will figure out the funding aspect of the additional work.

P. Gier let everyone know two STAIEP projects have been completed and approvals would be needed next month for their payments.

D. Carey recused himself at 4:12pm and turned the meeting over to A. Teeter at 4:13pm.

Old Business:

- RESOLUTION 2017-34 – Entering into contract with Farms awarded funding under Round 2 of the NYS Southern Tier Agricultural Industry Enhancement Program (STAIEP) Contract. J. Dennis made the motion to approve, D. McKenna seconded. There has not been answer from Albany on whether Gabriel Carpenter's request to change the scope of his project has been approved. A vote was taken and the adoption of Resolution 2017-34 was accepted. Motion carried.

A Teeter turned the meeting back over to D. Carey at 4:16pm.

- Authorization for NYS Aid (Part C) project expenditures. J. Negley created a project ranking tool, a list of possible projects and a budget breakdown. Highlighted projects may be feasible this year. The Board was asked to approve the ranking tool which it will use to select the project(s) with a higher rating and the proposed budget. D. McKenna made the motion to approve, J. Dennis seconded. A vote was taken and the adoption of the Project Ranking Tool and budget was accepted. Motion carried.

New Business:

- RESOLUTION 2017-38 – Entering into Practices Implementation Reimbursement Agreement with the Upper Susquehanna Coalition to Implement Cover Crops. D. McKenna made the motion to approve, A. Teeter seconded. P. Gier has identified three farms who have agreed to participate and the work shall be completed to NRCS standards. A vote was taken and the adoption of Resolution 2017-38 was accepted. Motion carried.

- RESOLUTION 2017- Entering into MOU with NYS Office of Parks, Recreation, & Historic Preservation (PARKS) for Hydrilla eradication services up to \$60,000. J. Dennis made the motion to approve, D. McKenna seconded. No discussion. A vote was taken and the adoption of Resolution 2017-39 was accepted. Motion carried.

Announcements/Meetings:

P. Gier provided details for the Soil Health Workshop scheduled for August 23rd.

A Fall Tire Recycling Event is in the process of being set up. The tentative dates are either October 14th or 21st. TCSWCD will be participating at the NYS Fair booth.

The next meeting date will be changed due to the Labor Day holiday falling on its regularly scheduled day. J. Negley will send out a Doodle Poll with possible dates for the meeting.

D. Carey moved to adjourn the Meeting at 5:04pm. All in favor. Carried.

Respectfully Submitted:



Kym Jackson, Secretary



Dan Carey, Chair

Minutes

Special Meeting of the Board of Directors – Tompkins County SWCD
August 11, 2017
170 Bostwick Road, Ithaca, NY 14850

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

Alan Teeter, Vice Chair, called the meeting to order at 12:05pm. A quorum was present.

There were no additions or changes to the agenda.

New Business:

RESOLUTION 2017-40 - RESOLUTION 2017-40 - Approving job classification of Water Resource Engineer.
D. McKenna made the motion to approve, A. Ristow seconded. There was a discussion on whether the position should be posted. Tompkins County Personnel advised it was not necessary in this case. The Board unanimously chose not to post the position. A vote was taken and the adoption of Resolution No. 2017-40 was accepted. Motion carried.

A. Teeter moved to adjourn the Special Meeting at 12:10pm. All in favor. Carried.

Respectfully Submitted:


Kym Jackson, Secretary


Dan Carey, Chair

AGENDA
Regular meeting of the BOD Tompkins County SWCD
October 2, 2017, 3:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 3:00 Meeting called to order
- 3:00–3:02 Additions/changes to the Agenda
- 3:02-3:05 Approval September, 2017 Minutes
- 3:05-3:10 Privilege of the Floor – Members of the Public*
- 3:10-3:35 Reports of other agencies
 NYS SWCC
 NRCS
- 3:35-4:00 Financial Report – September
- October Vouchers
- Cooperator Agreements
 None Currently
- Staff/Project Reports
 Paul Gier, Mike Hall, Angel Hinickle (written)
- 4:00-4:15 Old Business
 -Disability & Paid Family Leave Policy discussion
 -Credit Card Acceptance discussion/Bank account
 -RESOLUTION 2017-44 – Approval of 2018 Plan of Work
- 4:15-5:00 New Business
 -RESOLUTION 2017-45 – Approval of use of \$6,000 for Tire Collection events within
 Tompkins County under NYS District Law, Part B, funding agreement

Announcements/Meetings:

Next Meeting Date: November 6, 2017

*Privilege of the Floor is limited to 3 minutes/person

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
September 11, 2017
170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey, Aaron Ristow, Jim Dennis, Dave McKenna
Staff: Jon Negley, Kym Jackson, Angel Hinickle, Paul Gier
Agencies: Pat Barry, NRCS
Guests: Barry Goodrich, Tom Mallory

Dan Carey, Chair, called the meeting to order at 1:07pm. A quorum was present.

The addition of an Executive Session was made to the agenda.

D. McKenna moved to approve the minutes as presented. A. Ristow seconded. All in favor. Motion Carried.

D. McKenna moved to approve the special meeting minutes as presented. A. Ristow seconded. All in favor. Motion Carried.

Privilege of the Floor

B. Goodrich is looking for seedlings which meet NRCS guidelines for farmers in the Town of Caroline. Two suggestions were provided to B. Goodrich.

Introduction

J. Negley introduced Thomas Mallory, a candidate for the Water Resource Engineer position vacancy. T. Mallory described his past experience including 13 years with Delaware County Soil and Water Conservation District from which he retired on December 31, 2016. His focus has been on streambank design and the supervision of data gathering for streams. He was involved with flood incidents and his post flood stream rehabilitation program was accepted by NYSDEC and his course has been adopted statewide. Tom is currently becoming familiar with Tompkins County and looks forward to learning more.

T. Mallory departed at 1:26pm.

Reports of Other Agencies:

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

J. Negley reviewed NYS SWCC's written report and it is attached. TCSWD's Annual Plan of Work for 2018 will be presented at the next Board Meeting for review and approval. NYS Part B's application is due on November 1st and will also be presented at the next Board Meeting.

On September 26th, J. Negley will be representing TCSWCD at the Tompkins County Legislature Budget Hearing and will be presenting the 2018 Draft Budget.

On September 21st, A. Hinickle will be moderating a session entitled "Emerging Challenges in The Watershed – Streams" at the USC Watershed Forum in Binghamton.

Financial Report:

D. McKenna moved to approve the financial reports for the month of July. J. Dennis seconded. D. Carey was interested to know if the new storage container and its contents were covered under insurance. K. Jackson will follow up. A.

Hinckle reported on the difficulties with the YUMA equipment breakdowns and subsequent attempts trying to get it repaired. J. Negley reviewed the bank account balances with the Board as transfers will need to be made soon. A vote was taken and the financial reports were approved. Motion Carried.

D. Carey moved to approve the September, 2017 Vouchers. D. McKenna seconded. P. Gier reviewed the two farm payments which are completion/closeouts as part of the STAIEP program. A vote was taken and the September vouchers were approved. Motion Carried.

Staff/Project Reports:

P. Gier reviewed recent outreach events he has participated in and his work with Cooperators. He and Board Members also discussed soil health.

P. Gier and A. Hinckle departed at 2:15pm.

Old Business:

- RESOLUTION 2017-41 – Adoption of Amended Fiscal Policies. J. Dennis made the motion to approve, D. McKenna seconded. K. Jackson reviewed the changes made to designated fund minimum balances. A vote was taken and the adoption of Resolution 2017-41 was accepted. Motion carried.

RESOLUTION 2017-42 – Adoption of Amended Employee Handbook. D. Carey made the motion to approve, A. Ristow seconded. The Vision Policy was revised to reflect changes voted on in 2016. It was also revised to read it is available to full time employees in order to maintain consistency with the other benefits. A vote was taken and the adoption of Resolution 2017-42 was accepted. Motion carried.

New Business:

- Disability and Paid Family Leave Policy discussion. TCSWCD has looked into the possible addition of these policies and has requested price quotes from two insurance carriers. The varying level of benefits and costs were reviewed. The Board is interested in what Tompkins County provides and any consequences to offering the benefits. J. Negley and K. Jackson will reach out to Tompkins County Personnel and others to see what situations were encountered by offering the policies.
- Credit Card Acceptance discussion/Bank Account. TCSWCD has also looked into the option of offering credit card processing for payments such as the Tree Sale, Soil Group Worksheets, and Workshop Registrations. Quotes were obtained for web payments and for a dedicated iPad for swiping or manual entry. In either case, a separate bank account would be opened strictly for credit card processing. TCSWCD has also reached out to the County to see if they are able to create web forms for processing. There has not been a response as of this time. The Board unanimously decided to not host an Annual Tree and Shrub Sale Event. It is not financially profitable, and labor intensive. They also felt the sale took away from local nursery businesses. The Board would rather use resources to develop another program to assist conservation and provide more outreach. As for offering payment by credit cards, the Board would like TCSWCD to research what other Soil and Water Conservation Districts are providing. K. Jackson will follow up with this information.
- Annual Tree & Shrub Sale discussion. Discussion was held with the Credit Card Acceptance discussion. The decision to not host the event was made.
- RESOLUTION 2017-43 – Entering into Contract Agreement with the Community Science Institute to fund a water quality project with FLOWPA FY 15-16 funds under contract #C305139-1516 held by Oswego County Soil and Water Conservation District for NYSDEC. D. McKenna made the motion to approve, J. Dennis seconded. This contract would assist the Water Resource Council in monitoring data ahead of the new TMDL model. The lake would be monitored in six locations and data would be entered into a public database to establish a baseline reading. The Board agreed the more data available, the better. A vote was taken and the adoption of Resolution 2017-43 was accepted. Motion carried.

Announcements/Meetings:

J. Negley will contact A. Teeter to schedule a Safety Committee Meeting. He will also work on creating a PowerPoint presentation for training staff, interns, and volunteers.

J. Negley will be attending the NYACD Annual Meeting in October and encouraged Board Members to attend. They should let K. Jackson know by the next day if they would like to register for the meeting.

A Fall Tire Recycling Event has been confirmed for October 14th in the Town of Enfield. The Town has been active in wanting to promote the event as much as possible. K. Jackson is in the process of getting an ad in their newsletter, publishing an ad in The Shopper, and getting flyers laminated for posting in local business.

P. Barry and B. Goodrich departed at 1:48pm.

Executive Session

J. Dennis made a motion to go into Executive Session at 3:13pm to discuss personnel matters – to appoint a Water Resource Engineer. D. Carey seconded. J. Dennis made the motion to exit Executive Session at 3:20pm. A. Ristow seconded. Carried. A vote was taken and the hiring of Thomas Mallory was approved according to the terms in a prepared Offer Letter. Motion carried.

The next meeting date is October 2, 2017

J. Dennis moved to adjourn the Regular Meeting at 3:22pm. A. Ristow seconded. All in favor. Carried.

Respectfully Submitted:



Kym Jackson, Secretary


Dan Carey, Chair

AGENDA
Regular meeting of the BOD Tompkins County SWCD
November 6, 2017, 3:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 3:00 Meeting called to order
3:00–3:02 Additions/changes to the Agenda
3:02-3:05 Approval October, 2017 Minutes
3:05-3:10 Privilege of the Floor – Members of the Public*
3:10-3:35 Reports of other agencies

NYS SWCC
NRCS

- 3:35-4:00 Financial Report – October

November Vouchers

2017 Fingerlakes Research Conference
National Association of Conservation Districts Membership Renewal 2018 (\$500-2017)
GoDaddy Domain Name Renewal – Stormwater Coalition
NY Farm Bureau Membership Renewal 2018

Cooperator Agreements

Town of Danby - Culvert Replacement
Town of Enfield – Stream Corridor & Shoreline Management System – Two Properties

Staff/Project Reports

Paul Gier, Mike Hall, Angel Hinickle (written)

- 4:00-4:15

Old Business

-RESOLUTION 2017-35 - Approval of 2018 Draft Budget– Revised 11/1/17
-Disability and Paid Family Leave Program

- 4:15-5:00

New Business

-Manure Storage Discussion
-Dental Insurance Benefit Change
-RESOLUTION 2017-46 – Entering into a three year contract with the Town of Caroline to fund continued operation and maintenance of USGS gauging station on Sixmile Creek
-RESOLUTION 2017-47 – Entering into a one year contract with the Community Science Institute to monitor water quality for watersheds draining into the south end of Cayuga Lake
-RESOLUTION 2017-48 – Approval of 2017-2018 FLOWPA Workplan for Tompkins County

Announcements/Meetings:

2018 Envirothon

Next Meeting Date: December 4, 2017

*Privilege of the Floor is limited to 3 minutes/person

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
October 2, 2017
170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey, Aaron Ristow, Dave McKenna, Alan Teeter
Staff: Kym Jackson
Agencies: Pat Barry, NRCS

Dan Carey, Chair, called the meeting to order at 3:04pm. A quorum was present.

D. McKenna moved to approve the minutes as presented. A. Teeter seconded. All in favor. Motion Carried.

Reports of Other Agencies:

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

A. Ristow arrived at 3:10pm.

There was no NYS SWCC written report to present.

Financial Report:

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

D. Carey moved to approve the October, 2017 Vouchers. D. McKenna seconded. K. Jackson reviewed the payments and requested approval for P. Gier to attend the Northeast Cover Crops Council Annual Meeting. The registration fee is \$75.00 and must be paid by credit card. No checks will be accepted so the registration is not included with the vouchers. A vote was taken and the October vouchers were approved including the registration fee for the Cover Crop Meeting. Motion Carried.

Staff/Project Reports:

P. Gier, A. Hinickle, and M. Hall provided written reports and they are attached.

P. Barry departed at 3:24pm.

Old Business:

- Disability & Paid Family Leave Policy discussion. K. Jackson reached out to the County and requested information on their program as requested by the Board last month. However, she has not heard back from them. She will follow up and the discussion was tabled until next month.
- Credit Card Acceptance discussion/Bank Account. K. Jackson distributed the results of a survey Tioga County SWCD requested in September. Tioga County SWCD was also interested in how other Districts were handling accepting credit cards, the associated fees, and what service they were using. Since TCSWCD will not be hosting a Plant Sale this coming spring, there is not an urgent need to enroll in a credit card program. However, after the Board has a chance to review the responses, the District would like to have the capability to accept cards for Soil Group Worksheets, Workshops, and other earned income programs. K. Jackson and J. Negley will also be meeting with the County at the end of the month to discuss the use of Laserfiche products as an option. Discussions will continue at the next meeting.

- RESOLUTION 2017-44 – Approval of 2018 Plan of Work. A. Ristow made the motion to approve, A. Teeter seconded. K. Jackson reviewed the changes made to the document from 2017. The Board wondered how specific the report needed be and whether the Tire Collection Event or Part C projects should be added to the document. K. Jackson will follow up with J. Negley. If they do need to be added, the Board will approve an amended 2018 Plan of Work at the next meeting. A vote was taken and the adoption of Resolution 2017-44 was accepted. Motion carried.

New Business:

- RESOLUTION 2017-45 – Approval of use of \$6,000 for Tire Collection events within Tompkins County under NYS District Law, Part B, funding agreement. D. Carey made the motion to approve, D. McKenna seconded. No discussion. A vote was taken and the adoption of Resolution 2017-45 was accepted. Motion carried.

Announcements/Meetings:

The next meeting date is November 6, 2017

D. McKenna moved to adjourn the Regular Meeting at 3:57pm. A. Ristow seconded. All in favor. Carried.

Respectfully Submitted:



Kym Jackson, Secretary



Dan Carey, Chair

AGENDA
Regular meeting of the BOD Tompkins County SWCD
December 4, 2017, 12:00 PM
170 Bostwick Road, Ithaca, NY 14850

- 12:30 Meeting called to order
12:30–12:32 Additions/changes to the Agenda
12:32-12:35 Approval November, 2017 Minutes of Regular Meeting and Special Meeting
12:35-12:40 Privilege of the Floor – Members of the Public*
12:40-12:55 Reports of other agencies
 NYS SWCC
 NRCS
12:55-1:10 Financial Report – November

December Vouchers

Cooperator Agreements

Staff/Project Reports
 Paul Gier, Mike Hall, Angel Hinickle (written)

11:10-1:25 Old Business
 -Dental Insurance Benefit Change
 -HP Plotter
 -RESOLUTION 2017-35 – Approval of 2018 Final Budget

1:25-2:00 New Business

Announcements/Meetings:

2018 Envirothon – April 30th - Tioga County Sportsmen's Association

Next Meeting Date: January 1, 2017 – Need to reschedule due to the holiday

*Privilege of the Floor is limited to 3 minutes/person

Minutes

Regular Meeting of the Board of Directors – Tompkins County SWCD
November 6, 2017
170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey, Aaron Ristow, Dave McKenna, Alan Teeter
Staff: Kym Jackson, Jon Negley, Paul Gier, Mike Hall, Angel Hinickle
Agencies: Pat Barry, NRCS, Patrick Emerick, NYS SWCC

Dan Carey, Chair, called the meeting to order at 3:03pm. A quorum was present.

There were no changes or additions to the Agenda.

D. McKenna moved to approve the minutes as presented. A. Teeter seconded. All in favor. Motion Carried.

Reports of Other Agencies:

P. Emerick reviewed his written report and it is attached. He also distributed a flyer with information on Technical Training for New Employees and it is attached.

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

Financial Report:

D. McKenna moved to approve the financial reports for the month of October. A. Teeter seconded. J. Negley reviewed the changes to the Budget. A vote was taken and the financial reports were approved. All in favor. Motion Carried.

A Hinickle arrived at 3:32pm.

D. McKenna moved to approve the November, 2017 Vouchers. A. Ristow seconded. A. Ristow made the motion to amend the list to include the additional vouchers/payments listed on the Agenda. A. Teeter seconded. A vote was taken and the November vouchers were approved including the additional payments listed. All in favor. Motion Carried.

Cooperator Reports:

D. McKenna moved to approve six new Cooperator Agreements. A. Ristow seconded. The Agreements are attached. All in favor. Motion carried.

Staff/Project Reports:

P. Gier, A. Hinickle, and M. Hall provided written reports and they are attached. P. Gier also distributed a letter from Thor Oechsner requesting a six month extension on his project. A. Ristow moved to send the letter to New York State Ag & Markets for approval. D. Carey seconded. A vote was taken and the request for the extension was approved. All in favor. Motion carried. There has not been a decision on Gabriel Carpenter's project change from NYS Ag & Markets yet. A formal letter to NYS Ag & Markets on his behalf may be presented at the next Board Meeting for approval.

Old Business:

- RESOLUTION 2017-35 – Approval of 2018 Draft Budget – Revised 11/1/17. A. Teeter made the motion to approve. A. Ristow seconded. The Draft Budget was revised to include beginning balances for the Program and

Grant contracts which will need to be adjusted again after 2017 is closed out. A vote was taken and the adoption of Resolution 2017-35 was accepted. Motion carried.

P. Barry departed at 4:06pm.

- Disability & Paid Family Leave Policy discussion. The Board opted to wait until the beginning of 2018 to decide on whether to enroll for benefits, as the program is new and it is still being unveiled.

New Business:

- Manure Storage Discussion. D. Carey raised the question of whether the District would support multiple storage units and whether a policy is in place. The Board agreed that multiple units are still conservation practices, other Counties may offer assistance and the projects are still selected on a competitive process. TCSWCD will support multiple units.

P.J. Emerick, M. Hall, P. Gier, & A. Hinickle departed at 4:30pm.

- Dental Insurance Benefit Change. Excellus has notified TCSWCD of its discontinuation of its current plan effective January 1, 2018. It has offered three other options to choose from. J. Negley and K. Jackson will review the plan documents and rates. A new plan will be selected at the next meeting.
- RESOLUTION 2017-46 – Entering into a three year contract with the Town of Caroline to fund continued operation and maintenance of USGS gauging station on Sixmile Creek. D. McKenna made the motion to approve, A. Ristow seconded. Currently, there is funding to cover the next two years of the Contract. TCSWCD has the ability to cancel the Contract prior to the third year if funding does not continue. A vote was taken and the adoption of Resolution 2017-46 was accepted. All in favor. Motion carried.
- RESOLUTION 2017-47 – Entering into a one year contract with the Community Science Institute to monitor water quality for watersheds draining into the south end of Cayuga Lake. D. Carey made the motion to approve, D. McKenna seconded. No discussion. A vote was taken and the adoption of Resolution 2017-47 was accepted. All in favor. Motion carried.
- RESOLUTION 2017-48 – Approval of 2017-2018 FLOWPA Workplan for Tompkins County. A. Ristow made the motion to approve, A. Teeter seconded. No discussion. A vote was taken and the adoption of Resolution 2017-48 was accepted. All in favor. Motion carried.

Announcements/Meetings:

K. Jackson is in the process of scheduling the 2018 Regional Envirothon. It is tentatively set for April 30, 2018 at the Tioga County Sportsmen's Association.

The Board would like to recognize James Dennis' service with a plaque gift at the next meeting. J. Negley and K. Jackson will select and engrave an item on behalf of the staff and Board for presentation on December 4th.

The next meeting date is December 4, 2017. The meeting time was changed to noon to allow for a dish-to-pass event for year end.

D. Carey moved to adjourn the Regular Meeting at 4:54pm. A. Teeter seconded. All in favor. Carried.

Respectfully Submitted:


Kym Jackson, Secretary


Dan Carey, Chair

Minutes

Special Meeting of the Board of Directors – Tompkins County SWCD
November 16, 2017
170 Bostwick Road, Ithaca, NY 14850

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

Alan Teeter, Vice Chair, called the meeting to order at 12:17pm. A quorum was present.

There were no additions or changes to the agenda.

November Vouchers

A Ristow made the motion to approve, J. Dennis seconded. No discussion. A vote was taken and the vouchers were approved for payment. All in favor. Motion Carried.

Old Business:

RESOLUTION 2016-46 – Entering into contract with JB’s Excavation Services, Inc. as subcontractor under contract #C305204 with Modification #3. A. Ristow made the motion to approve, J. Dennis seconded. T. Mallory has redesigned a portion of the project as requested by NYDEC and the additional costs are to implement the changes. The additional costs will be covered by Part C funds. A vote was taken and the adoption of Resolution No. 2016-46 was accepted. All in favor. Motion Carried.

New Business:

RESOLUTION 2017-49 and RESOLUTION 2017-50 – Authorization to apply for CAFO Waste Storage & Transfer Station System Grant for Fuller Farms and Millbrook Farms. P. Gier reviewed the specifications of each project. No discussion. A vote was taken and the adoption of Resolution No. 2017-49 and RESOLUTION 2017-50 were accepted. All in favor. Motion Carried.

A. Teeter moved to adjourn the Special Meeting at 12:27pm. All in favor. Motion Carried.

Respectfully Submitted:



Kym Jackson, Secretary

Alan Teeter, Vice Chair