

Minutes

Regular Meeting of the BOD Tompkins County SWCD
December 9, 2013
1771 Hanshaw Road, Ithaca, NY 14850

Present: Dan Carey, Frank Proto, Pat Pryor, and Ron Updike, Alan Teeter

Staff: Jon Negley, Aaron Ristow, Angel Hinickle, Eugene Aarnio. Agencies: Pat Barry, NRCS; Rob Gallinger, FSA. Guest: Barry Goodrich

R. Updike, Chairman, called the meeting called to order at 1:17 pm. A quorum was present.

A. Teeter moved to approve the minutes of the November 6, 2013 regular meeting. Seconded by P. Pryor. Carried.

Staff reports were provided in advance of the meeting. Staff were given opportunity to update board verbally on anything that was missing from their written reports. Gene gave updates on GLRI projects and is projecting to be done with these projects by the end of the year. Aaron gave an update on the TMDL development for Cayuga Lake for the benefit of the Board to be aware of his involvement with the technical advisory committee and information dissemination to local farmers. Angel has returned from her maternity leave and is looking forward to jumping back into the workload.

D. Carey moved to approve the November 2013 abstract. Seconded by F. Proto. No discussion. Carried.

P. Pryor moved the financial report. Seconded by D. Carey. Carried. The financial report was presented by J. Negley. A request was made by P. Pryor to provide a detailed breakdown of salary appropriation in the budget to identify the source of income for each employee and verify that it is being paid accordingly. The District Board Member mileage report for 2013 was presented for approval to be paid in the amount of \$614.16 for Ron Updike, \$59.33 for Dan Carey and \$117.52 for Alan Teeter. The December 2013 projected budget had an overage of expenses driven by a \$55,677 retirement bill due on December 15th. It is anticipated that the District will not be able to pay this bill by the December 15th deadline and will have to pay this by February 15th with a \$500 penalty payment. This will be paid through the County appropriation that is anticipated on January 15th as promised to J. Negley by Rick Schneider at the county finance department. It will also be investigated by J. Negley to identify whether reimbursement is due to the District from 2012 retirement payment in order to reduce this bill.

Agency reports – R. Gallinger gave a report of the work FSA has been doing in Tompkins and surrounding counties. P. Barry gave a report of the work done by the NRCS in Tompkins County.

Old Business

1. Move to Bostwick Road – J. Negley reported on the progress of the move to Bostwick Road. He also updated the board on the Time Warner contract that the District is obligated to pay until 2015. Tompkins County Administration is working to see if Board of Elections is interested in taking over payment of this contract and using the services in their building.

New Business

1. Stormwater Coalition payment - A motion was made by P. Pryor to approve \$2,500 payment to the Stormwater Coalition for work on a Wetlands Mapping Project. Seconded by D. Carey. Carried. A discussion with the Stormwater Coalition is to be scheduled with a Board Member and staff to understand the NYSDEC grant that would have supplied funding to the coalition for further projects as a result of excess match funds. This money would have come from that pot if it still existed.

2. Personnel policies – credit card (tabled until early 2014 meetings)

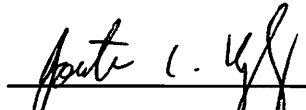
Old Business

1. 2013 Retirement payment – The District will be paying this in February based on comments reflected in the financial report section of the meeting.
2. Flood Hazard Mitigation Contracts – A 2012 extension amendment and 2013 contract was presented to the Board for approval and signature on the Flood Hazard Mitigation Contracts between the District and the County. After lengthy discussion on liability of the District being held responsible for the projects P. Pryor moved to have J. Negley sign the 2012 contract extension with changes of allowing the District to obtain the remaining funds due to them under the contract and typographical numbering errors. Seconded by F. Proto. Carried. Follow up with the Sweeney insurance company and the county attorney will be pursued before signing the 2013 contract.
3. Volunteer intern – J. Negley concluded the meeting by stating that Casey Halton has expressed interest in volunteering with the District. She is a graduate student at ESF pursuing her master's degree and will be living in Ithaca. It is our hope to use her talents on monitoring some stream restoration projects and helping us with Ag and Non-Ag related projects as they dovetail with her graduate work.
4. F. Proto moved to pay the three board members the mileage reimbursement for 2013. Seconded by P. Pryor. Carried.

Meeting adjourned at 3:38 pm.

Next meeting date: January 13, 2014 at 12:30 pm

Respectfully Submitted:



Jon Negley, District Manager



Ron Updike, BOD Chairman

Minutes

Regular Meeting of the BOD Tompkins County SWCD
January 13, 2014
170 Bostwick Road, Ithaca, NY 14850

Present:

Board Members: Dan Carey, Ron Updike, Alan Teeter
Staff: Jon Negley
Agencies: Pat Barry, NRCS; Jeff TenEyck, NYS SWCC

R. Updike, Chairman, called the meeting called to order at 12:40pm. A quorum was present.

Additions/Changes to Agenda –

Submitted by Jon Negley as sheet 1

- 1.) Update on Summons from Ichthyological Associates
- 2.) Authorization to sign contract for 2014 county appropriation payment.

A. Teeter moved to approve the minutes of the December 9, 2013 regular meeting. Seconded by D. Carey. No Discussion. Carried.

Reports of other agencies –

Pat Barry gave his report to the Board on operations of the NRCS. His written report is attached. Jeff TenEyck gave his oral report and updated the board on the status of grant closeouts including AEM and the Agricultural grant programs. An increase in the AEM appropriation has increased to \$50,000. Annual reports to the State are due by February 15th.

Financial Reports -

An abstract, Profit/Loss, SWCD Budget was presented to the Board by the District Manager noting that a 3% salary improvement was shown in the budget for all employees. Discussion was had about which form of reports to include in the financial report and it was concluded that the P&L, Abstract and Budget are all necessary components of the financial report that will be given at every Board meeting. A. Teeter moved to accept the financial report with salary increases shown in budget. Seconded by D. Carey. No Discussion. Carried.

Staff reports - Staff reports were given to board members as written reports and attached.

Organizational Business –

A. Election of officers –

R. Updike moved to elect D. Carey as Chair and A. Teeter as Vice Chair. Seconded by A. Teeter. No discussion. Carried.

At this time the meeting was turned over by R. Updike and chaired by D. Carey. The Board would like to commend Ron Updike for his many years of service with the District and his time as the Chair of the Board.

B. Secretary/Treasurer appointment –

A motion was made by D. Carey to appoint R. Updike as Board Secretary and Treasurer. Seconded by A. Teeter. No discussion. Carried.

- C. Personnel Committee – Tab led until a full board is present
- D. Finance Committee – Tabled until a full board is present
- E. Official bank and newspaper designated – A. Teeter made a motion to designate Tompkins Trust Company as the official bank and the Ithaca Journal as the official newspaper. Seconded by R. Updike. No discussion. Carried.
- F. 2014 Holiday Schedule – A. Teeter made a motion to approve the 2014 Holiday Schedule. R. Updike seconded. R. Updike noted that the personnel policies state that the District follows the County Holiday schedule. It also notes 11 days of Holidays plus 1 floating Holiday. The Holiday schedule provided showed 13 days with the addition of a half day before Christmas and New Year's Day. An amended motion was made by A. Teeter stating that the District will follow the personnel policies of 11 days of Holidays plus 1 floating Holiday and exclude the half days before Christmas and New Year's. Seconded by R. Updike. Carried. It will be up to the District Manager to request Administrative Leave for the half days before Christmas and New Year's prior to these dates.
- G. District Rate for Services – Conservation Technical Site Visits and Soil Group Worksheets have increased to \$50/hour and \$50/sheet. Mileage has increased to \$0.56/mile. The Ag plastics baler is currently the AEM rate, the board will discuss the Ag baler services liabilities at the next meeting. R. Updike moved to accept the rates of services as presented. Seconded by A. Teeter. No discussion. Carried.
- H. District Manager Appointment – R. Updike moved to appoint Jon Negley as the District Manager for 2014. A. Teeter Seconded. No discussion. Carried.
- I. Separation of Duties – Tabled.

Old Business

State Retirement Payment – A \$55,677.00 payment to the New York State Retirement System will be made before the February 1st deadline to pay for 2013's retirement bill for the employees. J. Negley noted that this will put us in the negative for that line item in the budget and will need to be worked at throughout the year of how to pay for this bill for 2014's retirement due in December.

Health Insurance – R. Updike made a motion to eliminate the 80/20 split that the District currently provides to employees regarding health insurance payment and instead provide a \$7000 per eligible employee payment/year for health insurance through the Tompkins County Health Insurance Consortium. The employee would be eligible for Family or Individual coverage offered through the consortium and would pay for the remainder of expense above and beyond the \$7000 the District provides for the aforementioned plans. Seconded by A. Teeter. No discussion. Carried.

Cal Snow Payment to pay for completed BMP's – R. Updike made a motion to make payment on the completed BMP's on the Cal Snow contract. Seconded by A. Teeter. Discussion focused on the making sure that the seeding and grading was completed for the project once warmer weather happened and payment could be made for that component. Motion Carried.

New Business

Summons from Ichthyological Associates – A copy of a summons was received on January 12th by the District dated November 22nd which has been forwarded to the County Attorney's office. The background is that an agreed upon price for services of monitoring Hydrilla in the Cayuga Inlet was set by the Hydrilla Task Force and paid by the District to all of the monitoring entities. Ichthyological Associates submitted an invoice well above this agreed upon price and is now

trying to sue the District for this money...approximately \$13,000. The county attorney is handling this matter and will keep the District Manager and the Board up to speed if any action is necessary from them. Jonathan Wood did mention to ask the District's insurance agent if any costs like this would be covered.

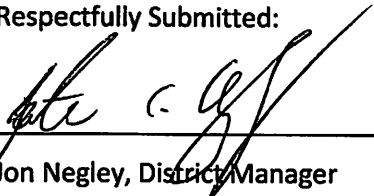
Water Pump Stolen – J. Negley informed the board that the 2 inch water pump used for the Hydroseeder was stolen from the back of the pickup truck over Christmas Eve. Sweeney Agency was contacted and Ken Isaman said that the deductible for this was \$500 and not worth submitting a claim for. The District will have to take this as a loss.

Authorization to sign for 2014 county appropriation payment – R. Updike made a motion to Authorize J. Negley to sign for the 2014 county appropriation and deposit it into the District Checking account. A. Teeter Seconded. No discussion. Carried.

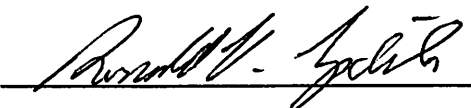
Meeting adjourned at 2:44 pm.

Next meeting date: February 10, 2014 at 12:30 pm

Respectfully Submitted:



Jon Negley, District Manager



Ron Updike, BOD Chairman

Minutes

Regular Meeting of the BOD Tompkins County SWCD
February 19, 2014
170 Bostwick Road, Ithaca, NY 14850

Present: David McKenna (Director), Jim Dennis (Director), Alan Teeter (Vice Chair Director), Ron Updike (Secretary/Treasurer Director). Excused: Dan Carey (Chair Director)

Staff: Jon Negley, Angel Hinickle, Aaron Ristow, Eugene Aarnio.

Agencies: Pat Barry, NRCS; Jeff Ten Eyck, SWCC. Guest: Barry Goodrich

A. Teeter, Chairman, called the meeting called to order at 12:32 pm. A quorum was present.

A. Teeter allowed time for introductions of the newest members to the Board of Directors elected from the County Legislature. Jim Dennis and Dave McKenna introduced themselves to the rest of the Board, staff and members of the public present at the meeting.

There were no changes or additions to the Agenda.

R. Updike moved to approve the minutes of the January 13, 2014 regular meeting. Seconded by J. Dennis. No Discussion. Carried.

R. Updike moved to accept the financial report as presented. Seconded by J. Dennis. No discussion. Carried. The following vouchers were approved along with the financial report:

CSI Invoice (FLOWPA Contract) – Moved by R. Updike, Seconded by J. Dennis

Flood Hazard Mitigation Invoices to Barton and Loguidice – Moved by J. Dennis, Seconded by R. Updike

Hydrilla Invoices as presented – Moved by D. McKenna, Seconded by J. Dennis

Water Quality Symposium Registration – Moved by R. Updike, Seconded by D. McKenna. No Discussion. Carried.

Staff reports were provided in advance of the meeting. Aaron updated the Board on the GLRI contracts with FLOWPA and upcoming round 16 Ag contracts. The rest of the staff introduced themselves to the new board members and were excused. J. Negley presented copy of Memo to staff regarding change of payroll processing procedures to change payday's to Monday's in order to allow time for the pay period to end and properly process payroll.

Agency reports – P. Barry, NRCS, reviewed his written report. J. Ten Eyck reviewed the repayment plan to NYS Ag and Markets for the benefit of the new board members.

Old Business

1. Ichthyological Associates lawsuit update – J. Negley updated Directors on current status of the lawsuit from Ichthyological Associates. The County Attorney has replied to the summons stating that the District is not obligated to pay the amount in the summons. We will await their reply.
2. Tree Sale – The District will not be having a tree sale this year and the staff will analyze the cost/benefit of this sale for the District to bring back in 2015. A letter from Sean Dembrosky was presented to the board requesting a \$100 refund for incorrect trees given to him in 2013's tree sale. J. Dennis moved to approve this payment. D. McKenna seconded this motion. Carried.

New Business

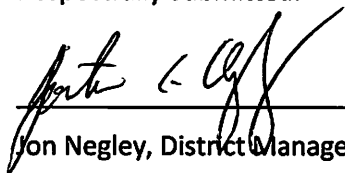
1. Insurance Payment to Robert Sweeney Agency – J. Dennis moved to approve payment of \$5427.99 for 2014 insurance coverage and the acceptance of Terrorism coverage for \$82.00. Seconded by D. McKenna. Questions about liability coverages were voiced by the Directors about increased charges on the quote, but the Board decided to go ahead and accept the quote so that the District was covered and ask the questions at the next meeting to Ken Isman the Robert Sweeney Insurance Representative. Carried.
2. The following resolutions were presented to the Board (The date on the resolution sheet should read 2-19-14 rather than the 12-19-14 shown):
 - a. The resolution allow the District Manager to request an extension for Round 16 NYS agricultural non-point source pollution contracts was tabled to allow staff to collect signed contracts from farmers.
 - b. R. Updike moved to allow the District to apply for grant funding under the Round 20 NYS agricultural Nonpoint source grant program. A. Teeter Seconded. Carried.
 - c. R. Updike moved to allow District Manager to sign renewal contract for housing and paying Hydrilla Manager Position (James Balyszak). J. Dennis Seconded. Carried.
 - d. R. Updike moved to allow District Manager to sign renewal contract for Upper Susquehanna Coalition Agricultural Coordinator (Aaron Ristow). Seconded by J. Dennis. Carried.
 - e. R. Updike moved to allow District Manager to sign contracts for 2014 stormwater contracts with towns of Newfield, Danby and Ulysses. J. Dennis Seconded. Carried.
 - f. Authorization to sign the stormwater services contract for the Stormwater Coalition of Tompkins County was tabled until the next meeting because it was not included in the Board Packets for review.
 - g. R. Updike moved to allow District Manager to pay \$1500 for 2014 membership dues to the NYS Association of Conservation Districts. Seconded by J. Dennis.
3. The presentation on History of Districts/ Board Member responsibilities/Tompkins County Programs was tabled until a later date due to lack of time.

There was no executive session

Meeting adjourned at 2:40 pm.

Next meeting date: March 10 at 12:30 pm (pending availability of D. Carey)

Respectfully Submitted:



Jon Negley, District Manager



Alan Teeter, Vice Chairman

Minutes

Regular Meeting of the BOD Tompkins County SWCD
March 17, 2014
170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey (Chair Director), David Mckenna (Director), Jim Dennis (Director), A. Teeter (Vice Chair Director). Excused: Ron Updike (Secretary/Treasurer Director)

Staff: Jon Negley

Agencies: Pat Barry, NRCS; Jeff Ten Eyck, SWCC.

Guest: Barry Goodrich

D. Carey, Chairman, called the meeting called to order at 12:50 pm. A quorum was present.

Additions to the minutes were given to the Board by J. Negley as shown on the attachment to the agenda labeled "Additions to Agenda for March 17, 2014 BOD Meeting"

J. Dennis moved to approve the minutes of the February 19, 2014 regular meeting. Seconded by D. Mckenna. No Discussion. Carried.

Agency Reports

J. TenEyck gave the State Soil and Water Conservation Committee report – State reimbursement should be coming soon for \$60,000, J. Negley noted that \$59,523.25 was remotely deposited into the checking account for this reimbursement, which is the amount the state had said they would be allocating to the Districts. Part B reimbursement will be released in 2014 for completion of a project in the amount of \$6,000 and have 18 months to do the project. Part C Performance Measures will be reimbursed at the end of 2014, but must be earned this year. Total State Assistance in 2015 should be about \$73,000 if all eligible expenditures have been captured. Round 20 of AGNPS grants application will be due March 31st. Jeff announced his retirement on May 7th of 2014.

P. Barry gave an overview of his written report provided before the start of the meeting.

Ken Isaman from Robert Sweeney Agency provided an overview of the insurance coverage the District currently has. The questions raised last month were presented to Ken about the increased liabilities charge and he answered that these were a result of added equipment and increasing insurance on survey equipment. Nate Leonard from the NYS Recycling Agricultural Plastics Project (RAPP) presented the program and some of the liability concerns related to this program for the District. The District entered into a cooperator's agreement in 2010 with the NYSDEC to help fund this program and the District is responsible for insuring the baler that goes outside of the county to bale agricultural plastics. There are some liability concerns associated with the baler that Nate addressed to the board. The ultimate goal of the RAPP project might be to get the solid waste department more involved and provide a centralized location for collection of this waste product. In the meantime, the District needs to be cognizant of the liabilities this program presents to the District and what role the District should play with this program in the future.

Financial Reports

(A. Teeter arrived at this time)

Abstract, Profit/Loss and Budget Reports were presented to the Board.

J. Dennis moved to accept the abstract, Profit/Loss, and Budget Report. Seconded by D. McKenna. J. Negley noted that the Time Warner Cable bill is still being paid by the District since the County Board of Elections has not picked up this bill. D. Carey asked how much was budgeted for insurance, J. Negley noted that \$6000 was allocated for this line item. D. Carey also asked how the District was doing with capturing the \$3000 worth of Ag Value Worksheets. J. Negley noted that we would be close, but may

not hit the \$3000 amount. D. Carey asked how the Cal Snow project was progressing, J. TenEyck and P. Barry gave an update from the USDA and AG and Markets perspective. The only things left to pay out is the final 10% for seeding and grading. Motion Carried.

Vouchers-

D. McKenna moved to authorized payment of \$2500 extra dollars to cover entire wetland mapping project funded through FLOWPA 09-10 funds. Seconded by J. Dennis. Carried.

D. McKenna moved to authorize payment of 6 named farms with the GLRI grant once money is received from FLOWPA of \$6500 each. Seconded by A. Teeter. Carried

D. McKenna authorized payment of DLT Autocad Subscription renewal invoice through FLOWPA 10-11 grant funds. Seconded by J. Dennis. Carried.

J. Dennis moved to authorize a \$50 change account. Seconded by A. Teeter. Carried.

Staff Reports

Staff reports were included in packets and attached. A question was raised about the hours on Angel's report. J. Negley will look into this, but it is assumed that this is just a typo on the report.

Old Business

D. McKenna moved to authorize 1 year extension request to NYS Ag and Markets of AG NPS Round 16 contracts for the Baker, Beck and Kirby Farms. Seconded by J. Dennis. Carried.

J. Dennis moved to authorize signature of contract with Town of Ithaca for the Stormwater Coalition of Tompkins County. Seconded by D. McKenna. Carried.

A. Teeter moved to appoint J. Dennis and D. McKenna to the Personnel Committee of the District. Seconded by D. Carey. Carried

J. Dennis moved to appoint R. Updike and A. Teeter to Finance Committee. Seconded by D. McKenna. Carried.

Discussion was had about hiring of a part-time clerk shared by the County Highway Department. The logistics of investigating the affordability and ability of hiring this person will be run through the Personnel Committee.

New Business

D. McKenna moved to authorize J. Negley to sign the 2013-2014 FLOWPA contract with Oswego County Soil and Water Conservation District. A. Teeter Seconded. Carried.

J. Dennis moved to approve the 2014 Plan of Work for the District. Seconded by D. McKenna. Discussion was had about the revisiting of this document next month and following to allow comments by Board members. This approval will allow the submittal of this plan to NYS Ag and Markets according to their deadline. D. McKenna asked that a column be added for checking off items that have been reviewed on the Workplan. Carried.

No Executive Session

Meeting adjourned at 2:55 pm.

Next meeting date: April 14th at 12:30 pm

Respectfully Submitted:



Jon Negley, District Manager



Dan Carey, Chairman

Minutes

Regular Meeting of the BOD Tompkins County SWCD
April 14, 2014
170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey (Chair Director), Jim Dennis (Director), A. Teeter (Vice Chair Director), Ron Updike (Secretary/Treasurer Director)

Absent: David Mckenna (Director)

Staff: Jon Negley, Angel Hinickle, Eugene Aarnio

Agencies: Pat Barry, NRCS; Jeff Ten Eyck, SWCC.

Guest: Barry Goodrich, James Balyszak

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

Additions to the minutes were given to the Board by J. Negley as shown on the attachment to the agenda labeled "Additions to Agenda for March 17, 2014 BOD Meeting"

J. Dennis moved to approve the minutes of the March 17, 2014 regular meeting. Seconded by R. Updike. No Discussion. Carried.

Agency Reports

J. TenEyck gave the State Soil and Water Conservation Committee report – May 6th the AEM Year 9 program will end and reports should be in to the State Committee by July 8th for payment, \$40,000 can be earned and this will be key to the repayment back to the State. The year 10 contract will start May 7th and will be reimbursable up to \$50,000. The AEM strategic plan will need to be updated within the year 10 update. State Budget for District's have increased to \$1.225 million for this next year, Tompkins County will get \$60,000 for part A, \$6,000 for part B project in July, and \$10-11,000 for Part C Performance Measure money which will include Board Training and meetings. Victor Digiacomo will be replacing Jeff from Niagara County, but Greg Albrecht will also be available from the State Committee to work on Ag Non-point grants and AEM, and Bethany Bzduch from Seneca County.

P. Barry gave an overview of his written report provided before the start of the meeting. He updated the Board on Cal Snow project. Cal needs to seed and mulch the disturbed area and Aaron Ristow needs to get pictures to send to NRCS and the engineer. Once the engineer's sign off on the project the Board can pay the final bills on the project. The 600 Road Project has been signed off by the NRCS engineer's and ready for final seed and mulch. Jon Negley's time on this project will be able to be reimbursed to the District from the Town of Caroline for this project. The District received the renewed Cooperative Working Agreement with NRCS and this will need to be signed at the next Board meeting.

Financial Reports

R. Updike moved the abstract, Profit/Loss, and Budget Report. Seconded by A. Teeter. D. Carey had a question about the late fee for the Cardmember service bill. J. Negley explained that this was a result of a short time frame of 15 days to pay the bill and without a clerk, the District was not catching these bills before the due date. This has now been put on auto-pay to avoid the late fees. Carried.

R. Updike moved to include the Cardmember Services auto-pay to the Organizational Bills that can be paid before Board approval for a temporary basis until a clerk can be hired. Seconded by J. Dennis. J. Dennis asked what was being paid by this card and J. Negley answered that this was for supplies such as office supplies or small miscellaneous items that are not covered by petty cash. He also asked if more time could be added to the payment window to avoid late fees. J. Negley would look into this. Carried.

Vouchers-

R. Updike Moved to approve the following vouchers-

\$1,587.78 for NYS Employment Tax bill
\$20.00 for Water Quality Symposium Auction Item
\$418.00 for Beth Thorp invoice (February Service)
\$15.00 for Clarity Connect email/domain name service (3/12-4/11 service)
\$381.93 for Southern Tier Regional Envirothon reimbursement 2013
\$7.84 for Angel Hinickle mileage reimbursement
\$257.52 for Time Warner Cable bill for April Service in old building
\$607.09 for Usherwood Office Technology printer maintenance/copy charges
\$206.00 for De Lage Landen Financial Services printer equipment contract

A. Teeter Seconded this motion. No Discussion. Carried

J. Dennis moved to approve the Treasurer's Report of the Tompkins County Soil and Water Conservation District. A. Teeter Seconded. No Discussion. Carried.

Staff Reports

Staff reports were included in packets and attached. J. Negley highlighted that he will be on vacation from May 30-June 6. D. Carey asked how Gene Aarnio was doing after returning to work after his accident.

Old Business

J. Negley updated the board on the process of the \$50 change purse. \$50 has been taken out of the checking account and put into an envelope and locked in a cabinet that the employees know about to make change.

The Flood Hazard Mitigation Program was discussed and official action will be taken next month for this program.

New Business

James Balyszak and Angel Hinickle gave an update on the Hydrilla Eradication Project. The Task Force has been busy looking towards the upcoming treatment season which will likely start around July. The District will be applying for NYSDEC Wetland, pesticide, SPEDES, and Canal Corps permits on behalf of the Task Force. Funding has been secured by Fish and Wildlife Service, National Fish and Wildlife Foundation, State Parks. J. Dennis asked if the channel will need to be closed down to do the application. James said that the channel will be closed down to allow for safety of the applicators and residence time of the herbicide. The District is also the Contract Agency for SePro and Allied Biological to apply the Herbicide.

Jeff Teneyck gave his presentation to the Board on DISTRICT LAW.

Meeting times for the Personnel and Finance Committee's Organizational meetings were encouraged by J. Negley. J. Dennis asked if any progress had been made on the shared Clerk position and J. Negley said that there has not been any progress due to uncertainty of funding and waiting for Personnel committee to convene.

R. Updike moved to adjourn. Seconded by A. Teeter. Carried.

No Executive Session

Meeting adjourned at 2:39 pm.

Next meeting date: May 12th at 12:30 pm



Jon Negley, District Manager

Respectfully Submitted:



Dan Carey, Chairman

Minutes

Regular Meeting of the BOD Tompkins County SWCD
May 12, 2014
170 Bostwick Road, Ithaca, NY 14850

Present: Jim Dennis (Director), A. Teeter (Vice Chair Director), Ron Updike (Secretary/Treasurer Director), David McKenna (Director)

Absent: Dan Carey (Chair Director)

Staff: Jon Negley, Angel Hinickle, Eugene Aarnio, Aaron Ristow

Agencies: Pat Barry, NRCS; Victor Digiacommo, SWCC.

Guest: Barry Goodrich

~~D. Carey, Chairman~~, called the meeting called to order at 12:45 pm. A quorum was present.

~~A. Teeter, Vice Chair~~

Additions to the minutes were given to the Board by J. Negley as shown on the attachment to the agenda labeled "Additions to Agenda for May 12, 2014 BOD Meeting"

R. Updike moved to approve the minutes of the April 14, 2014 regular meeting. Seconded by D. McKenna. R. Updike asked the question as stated in the minutes that AEM reporting is due by July 8 and if we are able to meet that deadline. The District Manager was confident that we could meet those deliverables. R. Updike also asked the question about the payment window on the credit card and if that was able to be extended. The District Manager stated that the District was able to extend that payment timeframe with Tompkins Trust and the Credit Card bill statement is shown to the Board in advance of the automatic payment. Carried.

Agency Reports

NRCS - Pat Barry gave an update to his written report. He would like to be on that agenda next month to give his civil rights training to the Board of Directors. He updated the Board on the Haney Test for Soil Health. Pat has a new staff person working with him and will introduce him to the Board at the next meeting

SWCC – Victor Digiacommo gave a report to the Board. He introduced himself as the new Area Environmental Analyst for much of the western region of New York State which includes Tompkins County. The State Committee is looking to hire a replacement for J. TenEyck, but for the time being Victor will be our contact to the State Committee. Part B Money through the New York State EPF has been approved for funding and funds will be made available in July for projects to be completed by the end of 2015. Round 20 Ag NPS grants are being scored and as soon as a final list has been prepared, Victor will make the District aware. AEM is starting into Year 10 Program and Districts are eligible for \$50,000 of reimbursable hours compared to \$40,000 in previous program years. AEM Strategic Plans are also up for revision in the Year 10 Program and funds will not be made available to the District for Program Year 11 funding without these revisions by the end of the Program Year in May 2015. AEM awards are being accepted from Districts for farms that have participated or plan to participate in the program. Nancy Lawler (District contact for contracting and interim reporting within SWCC) has retired and will be replaced by Judy Snyder. Virginia Weston (SWCC Secretary) will also be retiring in July. Greg Albrecht will also be available to the District for questions related to AEM, technical, and contracts. Greg lives in Ithaca.

Financial Reports

R. Updike injected before a motion that the check detail sheet ends at check #7873 and with the additional vouchers needing approval in the additions to the agenda (up to check #7879) the final amount being approved was \$24,522.16. J. Dennis moved to approve the financial report, D. McKenna seconded. A. Teeter asked about the Pitney Bowes return cancellation fee for \$100.00, J. Negley

explained that this was a fee for shipping and cancelling the Pitney Bowes postage meter that was decided not to be used anymore to save on postage for the District. Carried.

Vouchers –

Cal Snow Payment - The District has vouchered to the State approximately \$101,000.00, a check has been written to ArmorTower for \$55,279.00 and also a \$12,000 check was written to the Cal ahead of the contract period which leaves the District with \$46,059.00 left in the bank account to pay Zimmerman Construction with. This is the amount that was being requested to be approved for payment to Zimmerman Construction through an assignment of payment. Once the contract is completely closed out with the New York State Ag and Markets, Cal can receive the remainder of the funds (approximately \$37,000) and the District can recoup staff time out of the grant once a voucher is approved by the NYS Ag and Markets and NYS Comptroller. R. Updike moved the payment of \$46,059.00 to Zimmerman Construction. A. Teeter Seconded. No discussion. Carried.

Steve Patte/VisionQuest Final Payment - \$13,558.15 still outstanding to Steve Patte from bills discovered at final closeout that were not paid by Craig Schutt with the initial check. J. Dennis moved to pay this amount to Steve Patte to make this farmer paid in full from the District with all invoices shown to the District. D. McKenna Seconded. Carried. Money for this payment will come from the final reimbursement from the state and \$8505.00 from the District account that should have been in a separate savings account but was never set up. D. McKenna moved to make the payment from the state reimbursement and \$8505.00 from the District checking account. R. Updike seconded. Carried.

Invoice to Broome County on NYS AgNPS Contract #C700870 - An outstanding invoice for \$3,823.00 was submitted to the District for this contract and was never paid by the District. Broome County had asked if the District was able to pay this and requested either payment or notification that we could not and they could get it off of their books. It was the recommendation of the District Manager to pay this invoice to clean up the books. R. Updike moved to pay \$3,823.00 to Broome County to pay the outstanding invoice. D. McKenna Seconded. Carried.

Repayment of unspent funds on NYS Agricultural grants – Payments to NYS in the Amount of \$20,793.04 for contract # C700830, \$31,084.35 for contract #C700870, \$62,318.38 for contract #C700893 and \$3,495.09 for contract #C700894 was recommended to the Board by the District Manager for repayment of 2 contracts back to State in full (C700870 and C700893) and 1 partial payment to continue the repayment plan back to NYS Ag and Markets according to the grant repayment schedule developed last year by the Board, Les Travis and NYS Ag and Markets. This will leave 1 open contract with NYS Ag and Markets that will be part of the installment plan to be set up between the District/Ag and Markets and NYS Comptroller. The NYS Attorney General's office will not be involved and interest payments will not be applied to this repayment of funds. R. Updike moved to approve payment of these four checks to NYS Ag and Markets. J. Dennis Seconded. No further discussion. Carried.

Staff Reports

Staff reports were included in packets and attached. Gene Aarnio gave a report to the Board about the AEM program.

Old Business

Resolution #2014-9 – Accepting of bid of \$3,000 from Cayuga Landscape Company, Inc. for tree planting with deer protection along Enfield Creek across the street from the Enfield Elementary School. R. Updike moved to accept the bid from Cayuga Landscape. D. McKenna Seconded. No discussion. Carried.

Resolution #2014-10 - Authorizing addendum to contract for "South Street Extension Escarpment Mitigation Project" to allow for \$8,000 worth of additional work to be paid to Barton & Loguidice, P.C. for stream stabilization work along Taughannock Creek. J. Dennis moved to approve this addendum, D. McKenna Seconded. No discussion. Carried.

R. Updike moved to have A. Teeter act as the chair of finance committee and J. Dennis act as the chair of the Personnel Committee. D. McKenna Seconded. No discussion. Carried.

New Business

The New York State Comptroller's office came to the District to audit the Steve Patte/VisionQuest grant. Some observations that they had was the bidding process and the way that Steve Patte had completed the project should not be how the District operates the bidding process going into the future. Steve Patte should have included his own bid for the work if he was going to act as the general contractor. Also, the District should be collecting cancelled checks/bank statements as part of the payment process to validate invoices.

Hydrilla Contracts – Resolution #2014-12 will be tabled until an agreeable contract is developed. Resolution #2014-11 – Entering into a contract with Allied Biological (offices in Hackettstown, NY and Maryland, NY) for 2014 Aquathol K application in Cayuga Inlet, feeder streams and Fall Creek in Ithaca, NY. R. Updike moved this resolution, J. Dennis Seconded. No further discussion. Carried

D. McKenna moved to authorize the District to start applying for permits for Aquathol and Flouridone treatments for Hydrilla control in the 2014 season. J. Dennis Seconded. No further discussion. Carried.

NRCS Cooperative Working Agreement – Resolution #2014-13 Entering into a Cooperative Working Agreement with the New York State Soil and Water Conservation Committee (NYSWCC), USDA –Natural Resources Conservation Service (NRCS), and the Tompkins County Soil and Water Conservation District (Tompkins SWCD). R. Updike moved to enter into a cooperative working agreement with NRCS, NYSSWCC. J. Dennis Seconded. No discussion. Carried.

Town of Caroline Stormwater Services Contract – Resolution #2014-14 entering into a service agreement with the Town of Caroline for stormwater services through the remainder of 2014. R. Updike moved to enter into a contract with the Town of Caroline. Seconded by J. Dennis. No discussion. Carried.

NYS Part B funding through the NYS EPF – The Board has decided to keep the same project on the books "Tire Collection Event". No additional action was taken.

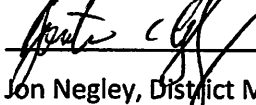
J. Dennis moved to adjourn. Seconded by D. McKenna. Carried.

No Executive Session

Meeting adjourned at 2:39 pm.

Next meeting date: June 9th at 12:30 pm

Respectfully Submitted:



Jon Negley, District Manager

~~-Dan Carey, Chairman~~
A. Teeter, v.ice chair

Minutes

Regular Meeting of the BOD Tompkins County SWCD
June 9, 2014
170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey (Chair Director), ~~A. Teeter (Vice Chair Director)~~, Ron Updike (Secretary/Treasurer Director), David McKenna (Director)

Absent: Jim Dennis (Director), ~~A. Teeter (Vice Chair, Director)~~

Staff: Jon Negley, Angel Hinickle

Agencies: Justin Olsen, NRCS

Guests: James Balyszak (Hydrilla Manager)

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

Additions to the minutes were given to the Board by J. Negley as shown on the attachment to the agenda labeled "Additions to Agenda for June 9, 2014 BOD Meeting". The Flood Hazard Mitigation contract update was tabled because Scott Doyle from the Planning Department could not join the meeting this month.

R. Updike moved to approve the minutes of the May 12, 2014 regular meeting. Seconded by D. McKenna. D. Carey noted that he was not present at the last meeting and the minutes stated that he called the meeting to order, this is a typo and A. Teeter called the meeting to order. This correction is noted in the official minutes. Carried.

Agency Reports

NRCS – Justin Olsen gave an update to his written report.

SWCC – Victor Digiacommo could not make the meeting but he sent his written report

Financial Reports

D. Carey moved to approve the financial reports and Abstract for May 2014, R. Updike Seconded. J. Negley stated that he will be trying to implement a vouchering system to help separate duties of the accounts payable and accounts receivable. The District Manager will approve the voucher, the clerk will write the check and then a board member will sign the check. Carried.

Staff Reports

Staff reports were included in packets and attached. Angel Hinickle gave a report to the Board about work with stormwater in the month of May and also her work with the Southern Tier Regional Envirothon. She also gave updates on Hydrilla permitting and application.

Old Business

Resolution #2014-12 – R. Updike moved to accept resolution. D. McKenna Seconded. Discussion focused on how drip treatments would be monitored to keep costs as low as possible. Carried.

Resolution #2014-16 – R. Updike moved to approve this resolution, D. McKenna Seconded. No discussion. Carried.

James Balyszak updated the board on the funding for the application of Herbicide treatment costs and the Federal Fiscal Year 13 contract. As of the date of the meeting the funding has not come through for the application of the herbicide. Stop gap measures to fill- in the funding holdup could include the State Parks money and DEC money, but the County may need to help with a bridge loan.

IA lawsuit – A meeting will be held with the County Attorney to go over all the documents that the staff have collected.

New Business

Resolution #2014-15 – R. Updike moved to accept resolution. D. McKenna Seconded. The board asked the District Manager if the deliverables were achievable in the contract. He stated that these were reasonable goals to achieve. Carried.

Budget – J. Negley would be going to the County Administrator and Finance Director to discuss the District's 2015 budget and ask for \$165,000 worth of OTR's. This would include a District Clerk, increased health benefits, increased COLA's, AEM technician salary and District Vehicle. It is the Board's decision to ask and see what would be affordable for the county and what wouldn't.

R. Updike moved to adjourn. D. McKenna Seconded. Carried @ 2:00PM

No Executive Session

Next meeting date: July 14th at 12:30 pm

Respectfully Submitted:



Jon Negley, District Manager



Dan Carey, Chairman

Minutes

**Regular Meeting of the BOD Tompkins County SWCD
July 14, 2014
170 Bostwick Road, Ithaca, NY 14850**

Present: Dan Carey (Chair Director), A. Teeter (Vice Chair Director), Ron Updike (Secretary/Treasurer Director), David McKenna (Director)

Absent: Jim Dennis (Director)

Staff: Jon Negley (District Manager), Aaron Ristow

Agencies: Justin Olsen, Pat Barry (NRCS)

Guests: Barry Goodrich

A Teeter, Vice Chairman, called the meeting called to order at 12:32 pm. A quorum was present.

Additions to the minutes were given to the Board by J. Negley as shown on the attachment to the agenda labeled "Additions to Agenda". These included Resolution #2014-18 – Entering into a contract with Racine-Johnson for monitoring and remediation of Hydrilla in Tompkins County 2014; and resolution #2014-19 – Applying for a Soil Health Grant through the NYS Ag and Markets.

Dan Carey joined the meeting at this time and was recapped on the additions to the Agenda.

A Teeter moved to approve the minutes of the June 9, 2014 regular meeting. Seconded by D. McKenna. R. Updike would like to have resolution titles included in the minutes. Carried.

Agency Reports

NRCS – NRCS was anticipated to be late to the meeting and did not give a report at this time.

SWCC – did not have a report

FSA – Jon Negley gave a recap of the FSA report for Rob Gallinger stating that there are some EQIP funding opportunities for farmers under the new Farm Bill and they are ramping up efforts to handle the workload for this.

Financial Reports

A Teeter moved to approve the financial reports (budget) and Abstract/Profit & Loss for June 2014, R. Updike Seconded. J. Negley noted that in the abstract that voucher numbers were not shown for things like the liability payments and payroll. This will be rectified in the coming months. Clarification of James Bayszak paycheck payment was given by the District Manager. J. Negley gave an updated version of the budget to the board as part of the ongoing budget for 2014. The District Manager also noted that a deposit of approximately \$16,000 will be coming to the District for past Hydroseeding performance from a contract with the Town of Lansing. Carried.

Staff Reports

Staff reports were included in packets and attached. Aaron Ristow gave an update to the Board on the Soil Health Grant and Cayuga Lake Total Maximum Daily Load (TMDL) Technical Advisory Committee (TAC). The District staff and manager have investigated the possibility of applying for a \$25,000 Soil Health Grant for implementation of Soil Health Practices on Farms in the Great Lakes Watershed. This would be in tandem with Cortland County Soil and Water Conservation District and most of the administration would be under their District (the District may not apply directly, but will work with Cortland County Soil and Water to apply through them). We would also work with Janice Degny from Cornell Cooperative Extension for technical assistance. R. Updike moved resolution #2014-19 – Applying for a Soil Health Grant through the NYS Ag and Markets, Seconded by A. Teeter. Carried

The Cayuga Lake TMDL TAC is working to help the modelers from Cornell University interpret realistic and accurate data when they are developing the model that will be used to guide the DEC in their TMDL for the southern end of Cayuga Lake. Aaron and Jon have been in contact with this group and the District is an active partner in the group to help give agriculture a voice to the model. The Fall Creek watershed is being focused on at this time for the model so the committee working to inform farmers and collect adequate and realistic data for this watershed.

Old Business

Resolution #2014-17 – Hydrilla Federal FY 13 Sub-agreement with FLOWPA. D. McKenna moved to accept resolution. R. Updike Seconded. J. Negley mentioned that this was the federal money that we were concerned would be delayed in coming. Carried.

Resolution #2014-18 – Entering into a contract with Racine-Johnson for monitoring and remediation of Hydrilla in Tompkins County 2014. R. Updike moved the resolution, D. McKenna Seconded. J. Negley stated that this contract is to be used for monitoring of the plant community in the inlet and Fall Creek for the 2014 season. The County attorney has reviewed the contract and agrees that this is a professional services contract not needing to go through the bidding process of the District and according to the District's procurement policy. Carried.

IA lawsuit – There was not much more of an update from staff other than the meeting that was held with the County Attorney. We are just awaiting the next steps in the process.

Pat Barry and Justin Olsen gave their NRCS report updates to the Board at this time. A written report is attached.

New Business

Budget – J. Negley had a meeting with the County Administrator and Finance Director to discuss the District's 2015 budget and ask for \$165,000 worth of OTR's. This would include a District Clerk, increased health benefits, increased COLA's, AEM technician salary and District Vehicle. Joe did say to put in the OTR's but not all of them would get approved. The county would focus on getting enough money to hire a clerk and look for options on health benefits. The other three would be presented, but may not be approved. An overview of the budget was given by the District Manager.

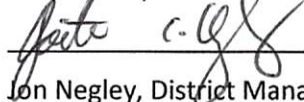
Advertising for "At Large" position – J. Negley will contact the County Clerk (Cathy Covert) to start the process of advertising.

R. Updike moved to adjourn @ 2:05PM, A. Teeter Seconded.

No Executive Session

Next meeting date: August 11th at 12:30 pm

Respectfully Submitted:



Jon Negley, District Manager



Dan Carey, Chairman

Minutes

Regular Meeting of the BOD Tompkins County SWCD
August 11, 2014
170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey (Chair Director), Ron Updike (Secretary/Treasurer Director), David McKenna (Director)

Absent: Jim Dennis (Director), Alan Teeter (Vice Chair Director)

Staff: Jon Negley (District Manager), Angel Hinickle

Agencies: Scott Fickbohm (NYS Ag and Markets), Pat Barry (NRCS)

Guests: Barry Goodrich

Dan Carey, called the meeting called to order at 12:37 pm. A quorum was present.

Additions to the minutes were given to the Board by J. Negley as shown on the attachment to the agenda labeled "Additions to Agenda". These included Resolution #2014-21 – Entering into a contract with the Upper Susquehanna Coalition to provide funding for the Resource Conservation Program Specialist (USC Ag Team Coordinator).

R. Updike moved to approve the minutes of the August 11, 2014 regular meeting. Seconded by D. McKenna. Carried.

Agency Reports

SWCC – Scott Fickbohm introduced himself as the new Area Environmental Analyst for the Soil and water Conservation Committee and gave an overview of his time as District Manager of the Otsego County Soil and Water Conservation District.

NRCS – Pat Barry gave his report and reviewed his written report.

Financial Reports

R. Updike moved to accept the financial reports as presented. Seconded by D. McKenna. D. Carey asked about the copier charge at the termination of the lease and if there would be a fee for early cancellation. J. Negley explained that the lease will expire at the end of September and it will be a \$350 charge to ship the unit back to the Company. So far, the bills from the Hydrilla program have come in lower than expected and can be seen on the abstract. Carried.

Vouchers

R. Updike read through the vouchers 1-082014 through 15-082014. D. McKenna moved to approve these vouchers. D. Carey Seconded. Carried.

Staff Reports

Staff reports were included in packets and attached. Angel Hinickle gave a report about the Stormwater Contracts and her work through the last couple of months.

Old Business

A meeting of the Personnel Committee will be scheduled for the first week in September. J. Negley will coordinate with the Personnel Committee and the Chairman to schedule this meeting.

New Business

D. McKenna moved to approve resolution 2014-21 "Entering into a contract agreement with the Upper Susquehanna Coalition to provide funding for the Resource Conservation Specialist (USC Ag Team Coordinator). R. Updike Seconded. This contract has been increased in the cap amount to \$55,000. If

Family Health insurance funding is supplied by the county then the District would request more funds from the Coalition to fund the rest of Aaron's family health insurance coverage. Currently the District only offers \$7,000 to Aaron for his health insurance coverage. Carried.

J. Negley has informed Usherwood/Delage Landen that we would not like to renew our contract with them. It is more economical to move to the county's copier than to renew the contract with them. Paper will be purchased equally by each department and communally shared. A written document has been requested by the Board to contract with paper and the copier.

D. McKenna moved to authorize Resolution #2014-22 "Workplan changes for FLOWPA EPF Contracts Years 10-11, 11-12, 12-13 with Contract #'s C304743-1011, C304743-1112, and C304743-1213 respectively". Seconded by R. Updike. Carried.

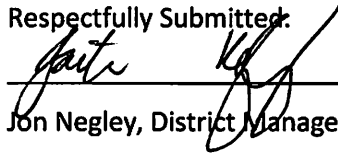
R. Updike moved to authorize resolution #2014-20 "Approval and adoption of Tompkins County Soil and Water Conservation District 2015 Operating, Program and Grant Budget". Seconded by D. McKenna

R. Updike moved to adjourn @ 2:11PM.

No Executive Session

Next meeting date: September 8th at 12:30 pm

Respectfully Submitted:



Jon Negley, District Manager



Dan Carey, Chairman

Minutes

Regular Meeting of the BOD Tompkins County SWCD
September 8, 2014
170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey (Chair Director), Alan Teeter (Vice Chair Director), Ron Updike (Secretary/Treasurer Director), Jim Dennis (Director)

Absent: David McKenna (Director)

Staff: Jon Negley (District Manager), Eugene Aarnio

Agencies: Pat Barry (NRCS), Rob Gallinger (FSA)

Guests: Barry Goodrich

Dan Carey, called the meeting called to order at 12:35 pm. A quorum was present.

Additions to the minutes included amending Resolution #2014-21 – Entering into a contract with the Upper Susquehanna Coalition to provide funding for the Resource Conservation Program Specialist (USC Ag Team Coordinator).

R. Updike moved to approve the minutes of the August 11, 2014 regular meeting. Seconded by J. Dennis. Carried.

Financial Reports

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

Vouchers

Alan Teeter moved Vouchers 8-082014, 16-082014 through 29-082014, seconded by J. Dennis. Carried.

Alan Teeter moved Vouchers 9-012014 through 9-042014, seconded by R. Updike. Carried.

Agency Reports

Rob Gallinger presented his report of the Farm Service Agency. He gave an overview the Farm Bill program and how it will affect the FSA programs.

Pat Barry gave his report and the written description is included in the Board Packet.

Staff Reports

Staff reports were included in packets and attached. Gene Aarnio gave an update to the Board on the Agricultural Environmental Management Program with the District.

Old Business

Alan Teeter moved the amended resolution 2014-21 "Entering into a contract agreement with the Upper Susquehanna Coalition to provide funding for the Resource Conservation Specialist (USC Ag Team Coordinator)", J. Dennis Seconded. The changes to the contract include accepting \$54,000 from the USC for this contract instead of our requested \$55,000; an amended billing rate of \$39/hour; and clarification that \$7,000 will be afforded to Resource Conservation Specialist for Health Insurance Coverage. Carried.

The Personnel Committee met September 4th to review the Personnel policies. The Personnel Department and the County Attorney are reviewing the policies and the Board will vote on these once those reviews come in.

*Gene Aarnio gave his staff report at this time.

The Clerk Job description was discussed and this position is still in flux until the budget is set with the County. Options on the table are filling a half-time position with someone shared between the County Highway or other Soil and Water Districts.

R. Updike moved Resolution 2014-15 "Entering into a contract Agreement with Tompkins County for printing, scanning, copying, faxing services", A. Teeter Seconded. Shipping costs to return the current unit will be paid by the District to release us from the current contract with Usherwood and Delage Landen.

New Business

Approval was granted for up to 4 District employees to attend the NYS Conservation Skills Workshop in Cortland, NY at a cost of \$10/person.

R. Updike moved Resolution 2014-23 "Acceptance of NYS Civil Service Commission removal of Secretary/Treasurer from exempt class and adding Conservation District Manager to exempt class" A. Teeter seconded. Carried.

R. Updike moved Resolution 2014-24 "Entering into a one year contract with the Town of Caroline to fund continued operation and maintenance of a USGS gauging station on Sixmile Creek" A. Teeter Seconded. The money for this contract will be coming from FLOWPA funds. The Town had requested a three year commitment from the District, but the District does not have enough FLOWPA funds currently for a three year commitment. Carried.

R. Updike moved to adjourn @ 2:20PM.

No Executive Session

Next meeting date: ^{October} ~~September~~ 20th at 12:30 pm

Respectfully Submitted:


Jon Negley, District Manager


Dan Carey, Chairman

Minutes

Regular Meeting of the BOD Tompkins County SWCD
October 20, 2014
170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey (Chair, Director), Alan Teeter (Vice Chair, Director), Dave McKenna (Director), Jim
~~Excluded~~ Dennis (Director)
Absent: Ron Updike (Secretary/Treasurer, Director)
Staff: Jon Negley (District Manager), James Balyszak
Agencies: Pat Barry (NRCS), Justin Olsen (NRCS)
Guests: Barry Goodrich

Dan Carey, called the meeting called to order at 1:10 pm. A quorum was present.

D. Carey noted that the next meeting date should be corrected to October 20, 2014 instead of September 20, 2014 in the minutes. J. Dennis moved to approve the minutes of the September 8, 2014 regular meeting as corrected. Seconded by A. Teeter. Carried.

D. McKenna joined the meeting at 1:12 pm.

Agency Reports

Pat Barry gave his report and the written description is included in the Board Packet.

Financial Reports

A. Teeter moved to accept the financial reports as presented. Seconded by D. McKenna. Carried.

Vouchers

Vouchers 1-102014 through 8-102014 were presented to the Board chair for review.

Staff Reports

Staff reports were distributed to the Board at the meeting. James Balyszak gave a report on the Hydrilla field season and progress update. Discussion was centered on funding treatment after 2015 and beyond with anticipation of DEC funding not being able to be extended past next field season. Discussions with County and City administration will be forthcoming to discuss these hurdles.

Old Business

J. Dennis moved Resolution #2014-26 – *Tompkins County Flood Hazard Mitigation Contract Extension for 2012 Year Program*. A. Teeter Seconded. Carried.

D. McKenna moved Resolution #2014-27 – *Tompkins County Flood Hazard Mitigation Contract Extension for 2013 Year Program*. A. Teeter Seconded. Carried.

The impact of the County increase to the Soil and Water District Budget was discussed. An additional \$30,000 of target money will be added to the District's budget along with \$15,000 of one time funding for a new car and \$36,000 as part of the County Administrator's recommended budget along with an automatic 1% increase. The expanded budget committee of the County Legislature has approved these budget increases and will be voting on these in November. Health Insurance would be targeted in the 2015 District Budget to be increased to include 80% of each employee's family policy. The Board will vote on this in the November meeting.

New Business

Performance Measures – The District Manager reviewed the standards that need to be met to accrue the performance measures and earn approximately \$10,000 of NYS aid through NYS Ag and Markets.

The AEM Strategic Plan process was presented to the Board by the District Manager. The plan needs to be updated by May of 2015.

D. Carey had asked if any further developments had occurred with selecting a new board member. The District Manager will be talking with the county about advertising and getting quotes from local newspapers for running an advertisement.

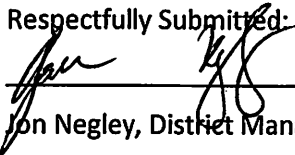
A. Teeter moved to go into executive session to discuss a personnel issue @ 2:20pm. Seconded by D. McKenna. Carried.

D. Carey moved to come out of executive session. D. McKenna Seconded. Carried. @ 2:50pm.

J. Dennis moved to adjourn at 2:50pm.

Next meeting date: November 10th at 12:30 pm

Respectfully Submitted:



Jon Negley, District Manager



Dan Carey, Chairman

Minutes

Regular Meeting of the BOD Tompkins County SWCD
November 10, 2014
170 Bostwick Road, Ithaca, NY 14850

Present: Dan Carey (Chair, Director), Alan Teeter (Vice Chair, Director), Dave McKenna (Director), Jim Dennis (Director), Ron Updike (Secretary/Treasurer, Director)
Staff: Jon Negley (District Manager), Aaron Ristow (Program Specialist)
Agencies: Justin Olsen (NRCS)

Dan Carey, called the meeting called to order at 12:35pm. A quorum was present.

J. Dennis moved to approve the additions of Resolution # 2014-30 – *Providing Tompkins County SWCD Employees 80% of Total Health Insurance Costs*, and Resolution # 2014-31 – *Entering into a contract with Woidt Engineering & Consulting, PC (WEC) for Engineering Services on Trumbulls Corners Road Streambank Project in Enfield, NY*. Seconded by D. McKenna. Carried.

D. McKenna moved to approve the minutes of the October 20, 2014 Regular Meeting of the Tompkins County SWCD Board of Directors. J. Dennis Seconded. R. Updike would like the minutes to reflect that he was excused, not absent during this meeting. Carried.

A. Teeter joined the meeting at 12:37 PM.

Agency Reports

~~Pat Barry~~ ^{Justin Olsen} gave his report and the written description is included in the Board Packet.

Financial Reports

R. Updike moved to accept the financial reports as presented. Seconded by J. Dennis. Carried.

Vouchers

Vouchers 1-112014 through 11-112014 and 14-112014 through 16-112014 were read aloud by the Secretary/Treasurer. J. Dennis moved to accept the vouchers for payment as presented. Seconded by A. Teeter. Carried.

Staff Reports

Staff reports were distributed to the Board at the meeting. Aaron Ristow presented his report on the Cal Snow, Sweylakan (Baker) Farm, Beck, and Kirby Farm Agricultural Best Management Implementation Projects.

Old Business

D. McKenna moved resolution 2014-28 – *Authorizing use of \$10,983.72 in contingency funding from contract #C701043 to pay Cal Snow contractor and complete closeout on grant*. R. Updike Seconded. Carried.

J. Dennis moved resolution 2014-29 – *Amending holiday schedule to include 4 hours (1/2 day) before Thanksgiving and 4 hours (1/2 day) before Christmas for employees*. D. McKenna Seconded. Carried.

D. McKenna moved resolution 2014-20 - *Providing Tompkins County SWCD Employees 80% of Total Health Insurance Costs*. J. Dennis Seconded. Carried.

District Clerk Discussion – options of a District Employee either, full-time or part-time, were discussed along with sharing a position of an Account Clerk with the Tompkins County Highway. It was decided that the best option would be to pursue the option of working with the Tompkins County Highway

Department to contract for a part-time account clerk that they already have a position title made for. The District Manager will investigate the contract language and documentation needed with the Highway department and County Personnel.

District Board Member Discussion – A press release will be circulated throughout local media outlets in the month of December through Marcia Lynch. We will wait and see what applications come in to pick from.

District Vehicle Discussion – The County Highway has provided an option of a Ford Focus through the State Bid Process. We will also look at local dealerships for used options.

New Business

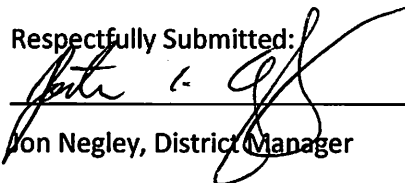
D. McKenna moved resolution 2014-31 – *Entering into a contract with Woidt Engineering & Consulting, PC (WEC) for Engineering Services on Trumbulls Corners Road Streambank Project in Enfield, NY.* J. Dennis Seconded. Carried.

At 2:10 PM D. Carey brought the meeting back to order. R. Updike moved to approve vouchers 12-112014 and 13-112014. Seconded by J. Dennis. Carried.

D. Carey moved to adjourn at 2:12 PM. J. Dennis Seconded. Carried.

Next meeting date: December 8th at 12:30 pm. Downstairs conference room (Holiday Party)

Respectfully Submitted:



Jon Negley, District Manager



Dan Carey, Chairman