

ONTARIO COUNTY

SOIL & WATER CONSERVATION DISTRICT

www.ontswcd.com

480 North Main Street, Canandaigua, New York 14424

Telephone (585) 396-1450 Fax (585) 396-1305

Agenda

Wednesday, January 19, 2022 @ 4:00pm

DISTRICT BOARD MEETING

(Due to COVID-19 restrictions, the District Board meeting will be open to the public via web meeting/call-in posted on ontswcd.com website and at office) Further information is available on the website.

CALL TO ORDER THE ORGANIZATIONAL MEETING (open to the public)

- Election of Officers (Chair and Vice Chair)
- Appointments (Clerk/Treasurer – Diana)
- Policy Review
- Committee Assignments
- Official Depository
- Official Newspaper
- Operating Expenses Approval Prior to Board Audit
- Number of Meetings, Dates and Times

ADJORNMENT OF ORGANIZATIONAL MEETING

CALL TO ORDER REGULAR MEETING (open to the public)

PLEDGE OF ALLEGIANCE: (Sam)

MEETING MINUTES: December 15, 2022

BILLS FOR APPROVAL (to include add on bills)

TREASURER'S REPORT

PRIVILEGE OF THE FLOOR (Limit to 3 minutes per person)

USDA REPORTS - Joann Rogers, FSA; Dan Weykman, NRCS

CORRESPONDENCE

GENERAL BUSINESS

Grant and Project Updates

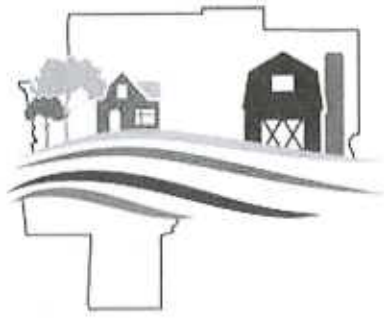
Training

Software/Program Needs

ADJOURNMENT

***** Next Meeting Wednesday, February 16, 2022 at 4:00 p.m. *****

PUBLIC IS WELCOME!



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Ontario SWCD January Board Meeting Wed, Jan 19, 2022 4:00 PM - 6:00 PM (EST)

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ONTARIO COUNTY SOIL AND WATER CONSERVATION DISTRICT
Board of Directors Meeting
December 15, 2021
Minutes

*****Meeting held in-person at the Cornell Cooperative Extension (District Office) and remote via
Go to Meeting*****

PRESENT:

DIRECTORS: Chairman Casella (in-person), Rich Russell (in-person), Mark Venuti (in-person), Jim Peck (remote), Amanda Amadon (remote)

STAFF: Megan Webster (in-person), Diana Thorn (in-person)

USDA/FSA: Joann Rogers (remote)

NRCS: None

NYS Ag & Mkts SWCC: PJ Emerick (in-person) Report attached

ABSENT: Ken Livermore, Ed Jackson

CALL TO ORDER REGULAR MEETING

Chairman Casella called the regular meeting to order at 4:00pm and Jim led the pledge to the flag.

MINUTES

Chairman Casella asked for any comments, changes, or corrections to the minutes. The following motion was offered:

Motion that the minutes of November 17, 2021 be accepted as submitted.

Motion made by Rich Russell, seconded by Mark Venuti.

All in favor, motion approved.

Resolution #20211215-01

BILLS

Motion to approve Abstract #12 in the amount of \$39,699.18

Motion made by Rich Russell, seconded by Mark Venuti.

Rich Russell reviewed and signed the bills earlier today.

All in favor, motion approved.

Resolution #20211215-02

TREASURER'S REPORT

Diana reviewed her treasurer's report with the Board, which includes the financial statements for November 30, 2021. Megan has reviewed and signed off on payrolls #24 and #25, the November bank statements, and the reconciliation reports from QuickBooks. All bank accounts are reconciled successfully through November 30th. A spreadsheet was provided that shows the bills that appear in the Abstract listed with more detail and in their current status.

Diana distributed the final draft of the 2022 Operating Budget with the Board Packet.

Diana reported that the District Savings Certificate of Deposit matured with \$101,078.74 and was rolled over for 60 days per your Resolution #20200614-03.

Motion to approve the following budget amendments:

Amount	From Budget Line	To Budget Line
\$20.00	Employee Travel	Director Travel
\$70.00	Office Supplies	Conservation Field Days
\$41.00	Liability Insurance	Inland Marine Insurance
\$780.00	Auto Insurance	Vehicle Repairs
\$1,000.00	Retirement - Employer Contribution	Employee Retention
\$32.00	Small Tools	Realtor Workshop

Motion made by Mark Venuti, seconded by Jim Peck.

All in favor, motion approved.

Resolution #20211215-03

Motion to approve the 2022 Operating Budget.

Motion made by Mark Venuti, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20211215-04

Motion to approve the treasurer's report and November financial statements.

Motion made by Rich Russell, seconded by Mark Venuti.

All in favor, motion approved.

Resolution #20211215-05

PRIVILEGE OF THE FLOOR

None

USDA/FSA

Joann Rogers

- **Disaster programs:** FSA has a variety of weather-related disaster programs; visit the website at: <https://www.fsa.usda.gov/programs-and-services/disaster-assistance-program/index> Please report any weather-related incidents to the FSA office.
- **Pandemic Programs:** visit: <https://www.farmers.gov/pandemic-assistance/smhpp> (hog program thru 02/25/2022 for eligible hogs sold from 04/16/2020 to 09/01/2020)
- **Crop/Inventory reporting:** honey January 2, 2022; peaches, grapes & apples January 15, 2022
- **County Committee:** next meeting is on Tuesday, January 25, 2022; if interested in participating contact the office at 585-394-0525 ext. 2 to make arrangements due to Covid. Election results are pending for Local Administrative Area 1 (Bristol-Richmond-Canadice, East & West Bloomfield, Naples-South Bristol and Canandaigua.)
- **Farm Program Loans:** Farm Storage Facility Loans-FSFL (interest rate ranges from 0.750% to 1.625%); the FSFL has a variety of loan options from bulk tanks, hay barns, grain bins/dryers, telehandlers and storage coolers

just to name a few; Market Assistance Loans (MAL's) are short-term commodity loans with interest rate of 1.125% for grain stored in bins. For details on the farm loans contact the FSA office.

- **Farm Loan:** has a variety of loans available, and funding is still available.
- **Organic & Transitional Education & Certification Program:** pandemic assistance to cover certification and education expenses to agricultural producers who are certified organic or transitioning to organic; application deadline is 01/07/2022.
- **Dairy Margin Program:** supplemental for smaller dairy operations for 2021 and going forward; in conjunction with the 2022 sign up. Enrollment deadline is 02/18/2021.

Farm Record updates: change in shares of members, change in members of entities, land changes, such as purchases, new leased ground or ground no longer being leases and any banking changes.

Farm Loans: For specifics on any of the farm loan programs please contact the Farm Loan team at 585-394-0525 ext. 2. Karen Rugenstein, Farm Loan Manager; Peter Stoep, Farm Loan Officers; Abbey Allison, Farm Loan Officer Trainee; and Kim Weykman, Program Technician. Exciting news that Farm Loan Manager Karen Rugenstein is retiring at the end of this year!

Please feel free to refer any inquiries on any FSA programs or what programs we have to offer by contacting our office. In addition to myself there are Program Technicians: Courtney Kautz, Alexis McDougal and Sarah Potter. We are open by appointment only, please call FSA at 585-394-0525 ext. 2. NOTE: this is subject to change and is a very fluid situation with the COVID-19 virus, so please always call in advance.

Happy holidays from all of us at the Ontario County Farm Service Agency!

NRCS

Dan Weykman (report submitted via email)

Please let me know what sorts of information you would like for NRCS to provide each month (or in other avenues, if applicable). Comments/Suggestions appreciated on how I can work more closely with SWCD to collaborate on our shared goals.

EQIP

- Existing Contracts: \$645 in payments--cover crop
- 2022—26 applications received. Multiple funding categories
- Spending time now with 2022 application field visits & plan entry
- New Initiative: CIC-Conservation Incentive Contract—meant to be a mix of EQIP & CSP will be rolled out in FY22. Do not have details yet, training upcoming in January.

CSP

- FY 21 Payments: all requested in 21 have been completed; 3 to be made in Jan. 2022
- 2022: no application deadline yet, will accept at any time
- Finished assisting with 1 renewal for Yates
- Grassland Initiative—2 applicants cancelled

AMA

- No current applications. Will accept continuously

- **Staffing**
 - Jo Beth Bellanca, DC, will be on Detail next 4 months
 - Julie Miller, Yates Co., named official acting for duration of Jo Beth's detail
- **Food Security Act Determinations**
 - On-site determinations complete for the year (end of growing season)
 - Still backlogged as we shifted to program priorities last 3 months. Approx. 60 requests for Wetlands. No change. Hope to spend Jan-Feb on majority
 - HELs up to date, for the most part—process is being automated further in 2022, there will likely be some logistical hiccups

**Reminder—AD-1026 to be completed for cropland boundary change activity r NRCS assessment. Call with Questions.

CORRESPONDENCE

Correspondence was going around the room and was also distributed electronically.

GENERAL BUSINESS

Megan Webster, District Manager Report

Timesheet Program/Payroll

Megan reported that the new timesheet program is live. All existing data has been transferred into the new system and staff is now entering time in the new system.

Staff Evaluations

Megan shared that all staff evaluations are completed for the year and have been forwarded to the Board.

DEC Permitting

Megan stated that she and Katie met with NYS DEC Region 8 permitting staff Tom Haley and Rob Call. They were able to provide feedback on when it is advisable to use the District's General Permit and the new stream General Permit that was released in April 2021. They confirmed that we can choose between the two and that we can use either when the District has involvement but not necessarily direct oversight/project management without liability to the District. Discussion was had at the meeting about staff turnover in the Region 8 office and additional trainings and OCSWCD project walk-throughs are being considered.

We will use our General Permit for a project on County Rd 36. Katie will oversee the project.

Grants & Projects

AgNPS Round 23

Half Dutch has completed their project. They are working with NRCS to close out and once that is complete we will close out our project. We have not yet received the contract extension paperwork on this grant. Ag & Markets reported that the paperwork is in process and instructed us to continue on with the project.

AgNPS Round 25

Heifer Haven Farms has completed their manure storage project. PJ reviewed the close out today and did a site visit. The farm payment has been sent. We will close out with the State as soon as we

have the final financial paperwork complete. Katie will continue to do the SWPPP inspections for their barn project as needed. We are billing monthly for these inspections.

AgNPS Round 27

Megan reported that the joint application with Yates County SWCD for projects in the Canandaigua Lake Watershed was funded.

Megan reported that the J Minns manure storage project was not funded. OCSWCD staff met with Ag & Markets staff to review the application. 40% of the projects submitted scored within a 10 point spread so it was a very competitive year. Our application was only out of funding range by 3 points. Katie will be working with the farm to resubmit the project in the next round and will include details of the Seneca Keuka 9E plan to earn additional points.

Additionally, we are looking at new projects for future rounds of funding including erosion and sediment control projects and cover and flare projects.

GLRI

The project at Rogers Farms is complete and the paperwork is in process. Tucker has completed all Step-L reporting requirements for all GLRI projects and we are set to complete this grant with Genesee County SWCD.

AEM Implementation Year 16

Purdy Farm is the last project for Year 16. OCSWCD staff have been diligent in following up with the farm and have been clear that the project must be completed in 2021. The farm reports that they are very busy. They understand the time requirements and will try to get the project completed.

Motion to approve final payment to Purdy Farms not to exceed \$15,000 upon completion of the project and all related paperwork.

Motion made by Rich Russell, seconded by Mark Venuti.

All in favor, motion approved.

Resolution #20211215-06

2021 Part B Project

The replacement controller for the drone has arrived and Katie and Megan have been able to complete the survey of the Canandaigua Lake Outlet. They used a combination of drone survey / aerial imagery and visual observation. The final report will be completed in early 2022.

2021 Realtor Workshop:

The 2021 Realtor Workshop was held December 9th. We had 14 registrations with 2 last minute cancellations. 12 people sat for the course and we received very good reviews and feedback. Continuing education requirements for realtors were updated as of July 2021 and now all realtors need continuing education credits. We anticipate increased interest in our water workshop in the future.

DEC 4Hour Erosion & Sediment Control Course

Megan and Katie led two 4Hr courses recently. They trained about 20 people in a private session for a local company and a public session here at our location.

Upcoming events:

- Private DEC 4 Hour Erosion and Sediment Control (E&SC) December 16th and 17th for a company in Clarence Center, NY. Course fees and a travel stipend are being paid by the company and about 45 people are being trained.
- Holiday Party – December 22nd 11:30am.

Need:

Several staff members are in need of replacement work gloves.

Motion to approve the purchase of work gloves for staff.

Motion made by Mark Venuti, seconded by Rich Russell.

All in favor, motion approved.

Resolution #20211215-07

ADJOURNMENT

Motion to adjourn at 4:27pm.

Motion made by Rich Russell, seconded by Amanda Amadon.

All in favor, motion approved.

Resolution #20211215-08

Diana Thorn, Secretary/Treasurer to the Board

New York State Soil & Water Conservation Committee
Region 2 Report – December 2021
Submitted by: P.J. Emerick – Region 2 Associate Environmental Analyst

NYS SWCC News

Happy Holidays & Merry Christmas! The holiday season is here again, a time for remembering our family and friends. Wishing you and all those close to you, a joyous holiday season and a new year of happiness! Please, travel safe and party smart.

AGNPS Round 27 Awards: Congratulations to those SWCDs and farms who were awarded funding under Round 27 of the AGNPS Program! Award letters were emailed out in late November. Round 27 of the Program funded 43 projects for an approximate award total of \$13.6 million. Award recipients should now begin to compile the necessary components to complete their project plans of work by **January 1, 2022**. Any questions about the development of your plans of work should be directed toward me.

AGNPS Contract Administration and Plan of Work Webinar will be held on Thursday, December 9th from 10:00 AM to 12:00 PM. This webinar is open to all Soil and Water Conservation Districts and will be recorded.

2021 Part C Performance Measures: Just a last-minute reminder that you still have the month of December to complete any of your performance measures for Part C funding. The 2021 Performance Measure Summary Evaluation Report will be available on SharePoint in mid-December.

December SWCC Meeting: The next SWCC meeting is scheduled to convene at 10:00 AM on **December 21st**. This meeting will be held via Webex. Further details and an agenda for this meeting will be sent out shortly.
Reminder – participation at all SWCC meetings is eligible toward PM1, Part C of State Aid to Districts.

CREP Annual Progress Report: It's that time of year again when New York State reports to USDA on outreach, success stories, challenges and provides suggestions related to the Conservation Reserve Enhancement Program (CREP). Please send anything you would like to share or any questions to Scott.Fickbohm@agriculture.ny.gov by 12/24/21.

Other News/Events

Webinar - Funding Basics for Resilience Grants: NYSDEC is hosting a webinar on Tuesday, **December 7th at 1pm**, in collaboration with Syracuse University's Environmental Finance Center and Thrope Environmental, to help sharpen grant writing and application skills, with a focus on NFWF's National Coastal Resilience Fund Grants. Register here, https://us02web.zoom.us/webinar/register/WN_vmCe6AgJTcKyMHgdPduLpw

Western New York Soil Health Alliance (WNYSHA) Annual Meeting: The WNYSHA Annual Meeting and Soil Health Workshop is scheduled for December 15, 2021 at the Quality Inn in Batavia, NY. The program will focus on the use of Biological Amendments for crop improvement as well as improving soil health. There will be 3.5 DEC credits available and 4 CCA credits offered. \$25 pre-registration fee. Register by sending your name and number of attendees to wnysoilhealth@gmail.com

Other Funding

USDA Forest Service Funding Available for Community Forestry: The USDA Forest Service's annual Request for Applications for Fiscal Year 2022 for the Community Forest Program (CFP) is now available. Applications are due to State Foresters by **January 10th, 2022**. If you are interested in applying, contact your CFP Regional Contact, <https://www.fs.usda.gov/about-agency/contact-us/community-forest-regional-coordinators>. Prospective applicants may also reach out to NYSDEC Great Lakes Watershed Program staff at greatlakes@dec.ny.gov to discuss project proposals.

NOAA Funding for Fish Habitat Restoration Partnerships: The National Oceanic and Atmospheric Administration (NOAA) announced the availability of up to \$10 million for projects that restore Great Lakes habitats and lead to significant and sustainable benefits for Great Lakes native fish species. Proposals are due **January 12, 2022**. Visit the NOAA Fisheries website to learn more: <https://www.fisheries.noaa.gov/grant/noaa-great-lakes-fish-habitat-restoration-regional-partnership-grants>

Five Star and Urban Waters Program: The National Fish and Wildlife Foundation (NFWF) and its partners are pleased to solicit applications for the 2022 Five Star and Urban Waters Restoration program, to award approximately \$2.6 million. The program seeks to develop community capacity to sustain local natural resources for future generations. The full proposal due date is January 25, 2022. For more information, visit: <https://www.nfwf.org/programs/five-star-and-urban-waters-restoration-grant-program/five-star-and-urban-waters-restoration-grant-program-2022-request-proposals>