

New York State Conservation District Employees' Association, Inc.



2012 Annual Meeting
Wednesday, March 14 2012

“Providing today,
Protecting tomorrow”

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New York State Conservation District Employees' Association, Inc.

ANNUAL MEETING

March 14, 2012

Holiday Inn

Auburn, NY

AGENDA

1. Call to Order – Welcome and Introductions
2. Roll Call of Districts
3. Reading and approval of 2011 Annual Meeting Minutes
4. Review Slate of Officers –Steve Lorraine – Past President
5. Treasurer's Report for 2011.
6. Review and approval of 2012 Budget
7. Agency Reports
 - a. New York Association of Conservation Districts
 - b. New York State Soil and Water Conservation Committee
 - c. USDA Natural Resources Conservation Service
8. Northeast and National Conservation District Employees Association Reports
9. New Employee Recognition
10. Service Recognition
11. Officer Reports
12. Division Reports; will also report on new Div. reps for the odd divisions.
13. Committee Reports
14. Resolutions
15. Other Business from the Floor
16. Election of Officers – Steve Lorraine
17. Adjournment



**New York State Conservation Districts Employees' Association
Annual Meeting
Holiday Inn, Auburn, New York
March 16, 2011**

Members Attending:

Steve Lorraine, President
Jim Lieberum, Vice President
Velynda Risley, Secretary
Kristin White, Treasurer

Guest:

Astor Boozer, USDA NRCS
Dennis DeWeese, USDA NRCS
Judy Littrell, NYACD
Michael Latham, NYSSWCC

Division Representatives:

Mark Gaston, Division I
Christine Watkins, Division III
Jerry Verrigni, Division IV
Lenny Croote, Division V
John Persch, Division VI
Kristen O'Dell, Division VII
Polly Weigand, Division VIII

Absent:

PJ Emerick, Division II
Brian Wohnseidler, Member at Large

- I. **Called to Order:** President Steve Lorraine called the meeting to order at 6:56 pm. Steve welcomed all those in attendance and introduced the NYSCDEA Executive Board and Division Representatives. Steve thanked Soil & Water District staff and guests for attending the business meeting. Steve recognized Astor Boozer, NRCS; Dennis DeWeese, NRCS; Mike Latham, State Committee; and Judy Littrell, NYACD.
- II. **Roll Call of Districts:** Jim Lieberum and Velynda Risley performed the roll call and the following forty-two Districts were present:

Albany SWCD	Allegany SWCD	Cattaraugus SWCD
Cayuga SWCD	Chautauqua SWCD	Chemung SWCD
Chenango SWCD	Clinton SWCD	Columbia SWCD
Cortland SWCD	Delaware SWCD	Dutchess SWCD
Erie SWCD	Essex SWCD	Franklin SWCD
Fulton SWCD	Genesee SWCD	Greene SWCD
Hamilton SWCD	Herkimer SWCD	Jefferson SWCD
Lewis SWCD	Madison SWCD	Monroe SWCD
Montgomery SWCD	Onondaga SWCD	Orange SWCD
Orleans SWCD	Oswego SWCD	Otsego SWCD
St. Lawrence SWCD	Schuyler SWCD	Seneca SWCD
Steuben SWCD	Suffolk SWCD	Sullivan SWCD
Tompkins SWCD	Warren SWCD	Washington SWCD
Wayne SWCD	Wyoming SWCD	Yates SWCD

III. **Reading and Approval of 4/16/11 Annual Meeting Minutes:**

- **Motion was made by Rick Weidenbach, second by Dave Wick to dispense the reading of the 2010 minutes and to approve the minutes as written. Carried.**

- IV. **Review Slate of Officers:** Amanda Barber thanked the Executive Board for their service and another successful year.

She reviewed the voting parliamentary procedures then proceeded to review the slate of officers. There were no further nominations from the floor.

President, Jim Lieberum Vice President, Nichelle Billhardt
Secretary, Velynda Risley Treasurer, Kristin White
Member at Large, Aaron Ristow

- **Motion was made by Dave Wick, second by Rick Weidenbach to close nominations. Carried. A show of hands vote took place for President, Vice President, Secretary, Treasurer, and Member at Large with no objection from the floor; the slate officers will stand as is.**

- V. **Treasurer's Report:** President Lorraine stated the report is in the packet and asked if there were any questions. Blanche Hurlbutt questioned the uncategorized expenses totaling \$3,852.13. Steve explained when the past treasurer was replaced with the current treasurer; we discover discrepancies with the books. The Board hired an outside audit firm to audit the books then we found uncategorized funds that were not for CDEA business. Blanche then asked is that the only amount. Steve stated it's not only that amount. The audit firm performed an audit going back to 2008 – the CDEA lost \$10,800. She further asked if security measures are in place to ensure this type of incident doesn't happen again. The Board has reviewed all financial policies and has implemented new policies and looking at additional policies to be implemented in the future. The Board is also working with an Attorney to determine if any recourse we have to obtain the uncategorized funds. Amanda Barber asked if a statement will be issued when the Board has more information. Steve stated that a statement will be made to the CDEA if any further action is needed.

- **Motion was made by Rick Weidenbach, second by Dave Wick to approve the 2010 Treasurer's report as presented. Carried.**

- VI. **Review and Approval 2010 Budget:** President Lorraine stated the report is in the packet as well.

- **Motion was made by Dave Wick, seconded by Jordan Clements to approve the 2011 budget as written. Carried.**

VII. **Agency Report**

- A. **NY Association of Conservation Districts:** Judy stated the report for NYACD is in the packet.

- B. **New York State Soil & Water Conservation District:** Mike Latham, NYS SWCC, report appended to the minutes. He further mentioned the following:
- SWCC meeting will held at Cayuga SWCD office building on March 17, 2011
 - State aide funding is beginning to be processed
 - AEM Year 7

➤ Round 17

C. **USDA Natural Resources Conservation:** Dennis DeWeese, NRCS, stated the report is packet and encourage everyone to read it.

D. **Northeast Regional Report** – Steve stated the report is in the packet.

VIII. **New Employee Recognition:** Each Division Representative recognized and announced the new District employee's. They are as follows:

Division I

Scott Torrey, Allegany SWCD
Scott Alsworth, Allegany SWCD
Gregory Briggs, Niagara SWCD

Division II

Lindsey Gerstenslager, Wayne SWCD
Cathy Comfort, Wayne SWCD

Division III

Tamme Sharpe, St. Lawrence SWCD

Division IV

Brian Reaser, Tioga SWCD
Jen Case, Tompkins SWCD
Nick Brown, Tompkins SWCD

Division V

Nathaniel Grue, Clinton SWCD
Lois Sayward, Essex SWCD

Division VI

Craig Newkirk, Montgomery SWCD
Christine Saeli, Montgomery SWCD

IX. **Years of Service Recognition:** Each Division Rep recognized employees with 10 and 15 years of service during Division meetings. Division Reps recognized and announced employees with President Lorraine handing out the Year of Service pins as follows:

Division II

Sandy Huey, Cayuga SWCD	20 years
Phil Griswold, Seneca SWCD	30 years

Division III

Cindy Williams, Oswego SWCD	25 years
Ted Teletnick, Herkimer SWCD	30 years

Division IV

Blanche Delaney, Tioga SWCD	25 years
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Division VI

John Kehoe, Schenectady SWCD	20 years
Stephen Hoerz, Schoharie SWCD	25 years

X. **Officers Report**

NYSCDEA President Report: Steve stated the Presidents report is in the packet.

NYSCDEA Vice President Report: Jim stated Vice President reported is in the packet.

XI. Division Reports

Division I: Mark stated his report is in the packet.

Division II: PJ was unable to attend the business meeting; however, his report is in the packet.

Division III: Christine stated her report is in the packet.

Division IV: Jerry stated his report is in the packet.

Division V: Lenny stated his report is in the packet.

Division VI: John stated his report is in the packet. Thanked everyone who helped him putting together the Resource Fair without the help it wouldn't have been successful. If you have any ideas and/or suggestions get in touch with him.

Division VII: Kristen O. stated her report is in the packet.

Division VIII: Polly stated her report is in the packet.

President Lorraine congratulated Mark, Christine, Lenny and Kristen for being re-elected as Division Reps to their respective Divisions.

XII. Committee Reports

NYS Envirothon: Steve stated the report is in the packet. Blanche Hurlbutt reminded the District to pick up/sign for their oral presentations packets which are available at the registration area. Volunteers are needed for the State Competition to contact Velynda Risley.

Environmental Education Foundation: Steve stated the report is in the packet. Dave Reckahn stated EEF is offering support to regional Envirothon. If the EEF not-for-profit status is needed, contact Dave or Lisa Miller to get the information out.

NYS Fair: President Lorraine stated the report is in the packet.

Conservation Skills Workshop: Christine s stated the report is in the packet.

Frank Bratt Scholarship: Mark stated the report is in the packet.

Administrative Management Conference: Steve stated the report is in the packet.

XIII. **Resolutions:** Steve stated there are five resolutions and they are in the packet. He read the first and last paragraphs to the Association and asked if there were any questions.

#1 – 2011: A Resolution to the New York State Conservation District Employees' Association to work proactively with New York State Department of Environmental Conservation and other appropriate parties to amend the

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turbidity standard found in Section 703.2 of the New York Codes, Rules and Regulations to allow for some level of visual contrast to natural conditions during the implementation of stream rehabilitation projects.

- Motion was made by Dave Wick, second by Amanda Barber to accept Resolution #1 as presented. Carried.

#2 - 2011: A Resolution of the New York State Conservation Districts Employees' to work proactive manner with representatives of the New York State Office of Parks, Recreation and Historical Preservation and other appropriate parties to develop a standard, policy or administrative mechanism whereby stream rehabilitation projects that meet a certain criteria, developed by NYSCDEA and NYSHPO during this process are waived from the Phase I Archeological Survey requirement.

- Motion was made by Dave Wick, second by Mark Watts to accept Resolution #2 as presented. Carried.

#3-2011: A Resolution of the New York State Conservation Districts Employees' Association to work proactively with New York State representatives, the New York State Public Service Commission and other appropriate parties to amend Article VII of Public Service Law to include those associated with natural gas pipeline that are less than 1,000 feet in length and below 125 pounds per square inch.

- A motion was made by Amanda Barber, seconded by Rick Weindenbach to accept Resolution #3 as presented. Carried.

#4-2011: Resolution that New York State Conservation District Employees' Association to work proactively with New York State Soil & Water Conservation Committee to set a policy that allows a District to maintain its current contractual level during the interim certification process.

- A motion was made by Scott Fickbohm, seconded Dawn Howard to accept Resolution #4 as presented. Carried with 1 opposed, Rick Weindenbach.

#5-2011: Resolution that all past Willard F. Croney for Distinguished Service recipients, who are NYS Conservation District Employees' Association members, shall be provided the opportunity to participate in reviewing the annual Willard F. Croney nominations and selecting an individual for the Willard F. Croney Award along with the Division Representatives. In the case of a tie, past eligible winners vote until a single winner is selected.

- A motion was made by Blanche Hurlbutt, seconded by Gerry Smithson to accept Resolution #5 as presented. Carried.

XIV. **Other Business:** There is no other business from the floor.

XV. **Adjournment:**

- A motion was made by Rick Weindenbach, second by Amanda Barber to adjourn the 2011 Annual NYSCDEA meeting. Carried.

Meeting adjourned at 7:57 pm.

Velynda Risley

Velynda Risley
Secretary
4/3/11

NYS CONSERVATION DISTRICT EMPLOYEES' ASSOCIATION, INC.

2011 BUDGET - FINAL

ACCOUNT	2011 Budget		2011 Actual	
	Income	Expense	Income	Expense
Fertilizer Tablets	8,500.00	7,100.00	9,052.00	7,032.50
Legislative Days				
Training Sessions:				
Admin/Mgt Conf		2,000.00		755.78
CSW	2,000.00	2,000.00	3,780.00	1,123.60
WQS	98,000.00	75,000.00	97,918.00	67,754.99
Training -CPESC	3,000.00	1,500.00	140.00	
WQS Entertainment	2,500.00	2,000.00	4,000.00	1,907.75
Interest/refund Income	150.00		16.64	
Committee Expense		500.00		47.26
Audit, Taxes & Legal Fees		7,500.00		5,850.00
Donations:				
Environmental Education Foundation				1,500.00
Envirothon Scholarship		4,375.00		8,750.00
Donations-Other				500.00
Executive Board		8,500.00		5,320.09
Insurance		2,250.00		2,023.13
Promo/Website		700.00		319.16
NACD		1,900.00		1,976.25
NCDEA Dues		200.00		200.00
NACDE NE		1,000.00		816.95
Newsletter		3,000.00		3,000.00
Ronny Raindrop		1,000.00		
Fundraiser Activities				
Bucket/Silent Auction	500.00	500.00		
Sunshine Fund		200.00	182.00	72.20
Golf Tournament	4,000.00	3,000.00		
Office Supplies		500.00		549.17
Division I		300.00		119.80
Division II		300.00		214.62
Division III		300.00		
Division IV		300.00		
Division V		300.00		300.00
Division VI		300.00		
Division VII		300.00		
Division VIII		300.00		
Carryover	8,475.00			
TOTALS	127,125.00	127,125.00	115,088.64	110,133.25

Self Sustaining Accounts				
Frank Bratt	3,000.00	3,000.00	3,591.67	3,994.15
NYS Fair/EFD	4,500.00	4,500.00	4,800.00	3,551.31
NYS Envirothon	45,167.00	45,167.00	53,647.27	39,381.09
Envirothon Scholarships			8,764.22	5,250.00
SSA Totals	52,667.00	52,667.00	70,803.16	52,176.55
Grand Total	179,792.00	179,792.00	185,891.80	162,309.80

Proceeds from the Bucket Raffle, Silent Auction, and Golf Tournament went to Frank Bratt & The Sunshine Fund.

NYS DISTRICT EMPLOYEES' ASSOCIATION**YTD BANK REPORT**

January through December 2011

	<u>Jan - Dec 11</u>	<u>Jan - Dec 10</u>
ASSETS		
Current Assets		
Checking/Savings		
NYSCDEA-REG CHECKING		
General NYSCDEA Funds	35,509.30	35,174.71
Conservation Skills	9,475.13	6,818.73
NYS Envirothon Checking	31,384.56	12,001.56
Ronny Raindrop	1,000.00	0.00
NYS Fair Account	2,538.23	1,289.54
Sunshine Fund	309.67	199.87
WQS Entertainment Fund	12,133.86	10,041.61
Total NYSCDEA-REG CHECKING	<u>92,350.75</u>	<u>65,526.02</u>
Certificate of Deposit		
Envirothon CD-902043055	0.00	5,492.69
Frank Bratt CD-902022549	0.00	20,000.00
General Funds CD-902034065	0.00	5,618.65
Total Certificate of Deposit	<u>0.00</u>	<u>31,111.34</u>
Envirothon Scholarship Account	8,431.77	4,541.68
Frank Bratt Savings-639018316	<u>23,629.01</u>	<u>4,031.49</u>
Total Checking/Savings	124,411.53	105,210.53
Current Liabilities		
Due to NYACD	<u>0.00</u>	<u>-4,381.00</u>
	124,411.53	100,829.53

NYS CONSERVATION DISTRICT EMPLOYEES' ASSOCIATION, INC.

2012 PROPOSED BUDGET

ACCOUNT	2012 Proposed Budget	
	Income	Expense
Fertilizer Tablets	10,000.00	7,400.00
Training Sessions:		
Admin/Mgt Conf		1,000.00
CSW	3,000.00	2,000.00
WQS	98,000.00	75,000.00
Training -CPESC	1,000.00	1,000.00
WQS Entertainment	4,000.00	2,000.00
Interest/refund Income		
Committee Expense		500.00
Audit, Taxes & Legal Fees		6,000.00
Donations:		
Envirothon Scholarship		4,375.00
Donations-Other		500.00
Executive Board		8,500.00
Insurance		2,100.00
Promo/Website		700.00
NACD		2,200.00
NCDEA Dues		200.00
NACDE NE		900.00
Newsletter		3,500.00
Ronny Raindrop		2,500.00
Sunshine Fund	100.00	100.00
Office Supplies		500.00
Division I		500.00
Division II		500.00
Division III		500.00
Division IV		500.00
Division V		500.00
Division VI		500.00
Division VII		500.00
Division VIII		500.00
Carryover	8,875.00	
TOTALS	124,975.00	124,975.00

Self Sustaining Accounts		
Frank Bratt	3,000.00	3,000.00
NYS Fair/EFD	5,750.00	5,750.00
NYS Envirothon	49,505.00	49,205.00
Envirothon Scholarships	4,375.00	4,375.00
SSA Totals	62,630.00	62,330.00
Grand Total	187,605.00	187,305.00

Proceeds from the Bucket Raffle, Silent Auction, and the Golf Tournament will be put into Frank Bratt and The Sunshine Fund.

Northeast Region Report

Ed Hoxsie
Regional Representative
Dutchess Co. SWCD
Millbrook, New York

<u>1400</u>	Number of District Employees in Region (estimated)
<u>04</u>	Number of Employees on State TLCs
<u>07</u>	Number of State Employee Associations in Region
<u>03</u>	Number of State Employees committees

<u>Officers:</u>	President	Ed Hoxsie, NY
	Vice President	Tim Thomas, NJ
	Secretary	Sandy Thompson PA
	Treasurer	Ines Grimm, NJ
	Past President	Rick Mickowski, DE

This year Employee and Directors descended on Plymouth MA. for the 2011 NACD Regional Meeting. Again, NACDE played an integral role in the success of the meeting. Twelve Employees from the Northeast State presented topics that included Ecosystem Based Management, Funding for Districts in Tough Times, and "Districts Gaining Strength Through Coalitions.

Our Sunday afternoon tour was wet and windy but our tough crew of 48 participants cruised the Cape Cod Canal for three hours and was serenaded by a Dixieland Jazz band.

The morning breakfast meeting had our highest attendances in years. Our guest speaker was Leonard Jordan Eastern Regional Conservationist for NRCS. Leonard spoke on how to build strong Districts through strong partnerships and diversified programs and well trained Directors and Staff.

This year's award recipient was, District Director Ron Rohall Chairman of the Westmoreland District in PA. The District Employee of the Year was Richard Kadwill District Manager of the Montgomery District in PA.

NACDE continues to sponsor HydroCad and CPESC trainings throughout the region, as part of our fund raising activities.

NACDE was invited to participate in the New England Leadership meeting held in Portsmouth, New Hampshire. The meeting brought together the partners and leaders from the New England states to discuss issues and to work on solutions in order to strengthen the conservation program delivery system.

NACDE is working with the Northeast Leadership and partners to sponsor a Leadership Conference to be held in the spring or early summer of 2012.



2011-2012 Annual Report of the NY Association of Conservation Districts NY Conservation District Employee Association March 2012

NYACD works in partnership representing District Directors, with the New York State Conservation Districts Employee Association (NYSCDEA), the NRCS, and the New York State Soil and Water Conservation Committee, (NYSSWCC) to provide local, state and national conservation leadership and advocacy, while recognizing the independent responsibilities each partner has to sustain the environment and conserve our state's natural resources.

2012 NYACD Legislative Days was a success as District representatives visited 67 NYS Senate and Assembly Offices in Albany to educate legislators on the importance of the proposed increase in EPF funding for Districts, and SWCDs needs for funding.

Highlight for 2012-13 NYS proposed budget is increase in SWCD reimbursement in the EPF to \$3.5 million. The Governor has recognized the value of Districts by proposing the increase, in part, due to flood relief efforts. As a result, legislation being introduced to permanently raise reimbursement cap.

Supporting of legislation that will legitimize SWCD programs and enable Districts to put conservation on the ground more efficiently. The legislation includes:

- Modifying District Law to add a segment to acknowledge education programs already being done; and to include Invasive Species control as an authority of SWCDs.
- Legislation that will allow SWCDs the authority to apply directly for Waterfront Revitalization Grants

Currently, legislation passed Senate last year while now it is in Assembly EnCon Committee.

2012 NYACD Board of Directors

Tom Nichols, President..... 315-323-0748
George Proios, 1st Vice President.....631-698-7691
Dan Farrand, 2nd Vice-President.. 607-542-8304
Glenn Larison, Secretary..... 607-594-3385
Chuck Colby, Treasurer.....585-721-0884
Robert Aman, At Large.....607-760-1957
Ted Konieczka, Division 1.....585-548-9948
Robert VanLare, Division 2.....315-483-8379
Clark Decker, Division 3.....315-265-5497
Division 4 - vacant
Ron Montessi, Division 5..... 518-793-7846
Scott Ryan, Division 6..... 518-673-8055
Jim Miccio, Division 7.....845-896-5488
Division 8 – Vacant
Judy Littrell, Executive Director..... 518-857-0060
nyacd@nycap.rr.com
nyacd.org

NYACD submitted testimony/comments in 2011-2012 for

- NYS Assembly EnCon Committee re: Invasive Species
- NYS Joint Ag & Government Operations Committee hearing on Flood Relief Programs
- 2012 Joint Senate and Assembly Budget Hearings
- NRCS re: proposed changes to 590 Standard

Continued partnership in 2011 was the NYACD Annual Meeting combined Administrative/Manager's Conference that was held in October. In an effort to conserve financial and timely resources, 2 conferences successfully rolled into one with 150 participants.

2012 Farm Bill

NYACD in conjunction with State Committee, hosted a Farm Bill forum in June 2011, and also participated in Commissioner's Farm Bill discussion session in Spring 2011.

Farm Bill priorities include providing funding for local technical assistance, "boots on the ground" staffing, to directly assist landowners in the implementation of Farm Bill programs. NYACD also supports expansion of the TSP program that would allow SWCDs to be registered TSPs.

2012 Northeast NACD Summer Meeting in Corning, NY August 19th-21st

Join Conservation leaders from the Northeast to network, share ideas, & showcase NYS conservation programs!

Moving ahead in 2012, NYACD looks forward to continuation of working with Conservation partners to assist SWCDs in efficiently implementing conservation practices, and educating the public/decision-makers on the critical role SWCDs have in local communities. We thank SWCDs for ongoing support, as 47 Districts paid dues to NYACD in 2011. This support is needed as we continue to work on funding issues, watershed issues, regulations, the 2012 Farm Bill, along with supporting the NYS FFA and the Envirothon. Please continue to share SWCD success stories, there is a lot to be told.

New Employees March 2011- March 2012

Division I				
Allison Thomas	Cattaraugus	Administrative Assistant (p/t)	June	2011
Christopher Fry	Erie	Conservation District Engineer	May	2011
Katie Sommerfeldt	Orleans	District Technician	May	2011
Dennis Kirby	Orleans	District Technician	June	2011
Division II				
Katie Jakaub	Cayuga	Owasco Lake Watershed Inspector	June	2011
James A Balyszak	Monroe	Soil & Water Resource Technician	May	2011
Division III				
Russell Martin	St. Lawrence	District Forester	May	2011
Division IV				
Rebecca Collins	Schuyler	District Technician	August	2011
Megan O'Brien	Steuben	District Technician	June	2011
Eugene Aarino	Tompkins	Grazing Technician	May	2011
Angel Hinckle	Tompkins	Resource Conservation Specialist.	August	2011
Teresa Burch	Tompkins	Secretary/Treasurer	December	2011
Division VII				
Michele Lindsay	Columbia	Administrative Assistant	June	2011
Erin Sommerville	Dutchess	MS-4 Coordinator	January	2012

Years of Service Pin Recipients

Division I					Years
Donald Stribick	Erie	District Technician	September	1997	15
Gloria Miess	Allegany	Secretary/Treasurer	July	1982	30
Division II					
Mike Reily	Cayuga	Motor Equipment Operator	September	2002	10
John Fraser	Cayuga	Nutrient Management Specialist	July	2002	10
Tad Geracae	Ontario	Conservation District Technician	October	2002	10
P.J. Emerick	Ontario	District Manager	June	2002	10
Ronald Thorn	Wayne	Program Assistant	May	2002	10
Maggie Connelly	Onondaga	Secretary	August	1997	15
Thomas Eskildsen	Yates	District Technician	June	1997	15
James Malyj	Seneca	District Technician	April	1987	25
Ronald Podolak	Cayuga	Executive Director	June	1972	40
Division III					
Steve Lorraine	Madison	District Manager	June	2002	10
Eileen Lavier	Oneida	Secretary	January	1992	20
Deb Michael	Herkimer	District Office Manager	December	1987	25
Division IV					
Jessica Rall	Delaware	Sream Technician	May	2002	10
Mark Smith	Steuben	Equipment Operator (p/t)	Jan	2002	10
Vicki Reynolds	Chenango	Secretary/Treasurer	March	1997	15
Chris Savage	Delaware	Civil Engineering Technician	April	1997	15
Karen Clifford	Delaware	Special Programs Technician	January	1997	15
Elaine Dalrymple	Schuyler	District Field Manager	Febuary	1997	15
Lawrence Underwood	Delaware	Technical Coordinator	Febuary	1992	20
Lance Lockwood	Chenango	District Manager	May	1987	25
Division V					
Lenny Croote	Hamilton	Conservation Technician	August	2002	10
Janice Reynolds	Hamilton	District Clerk (p/t)	June	1987	25
Division VI					
Toni Christman	Montgomery	Clerk/Treasurer	January	2002	10
Mark McKenna	Schenectady	Gate Keeper	April	2002	10
John Persch	Fulton	Field Manager	May	1997	15
Paula Schaeffer	Schenectady	Administrative Assistant	July	1997	15
Brenda Weaver	Schoharie	Office Manger	July	1992	20
Corey Nellis	Montgomery	District Manager	June	1987	25
David A. Mosher	Schenectady	Program Coordinator	October	1987	25
Division VII					
Keith Mellot	Greene	HMEO	April	2002	10
Jake Wedemeyer	Ulster	Technician/Ed. Specialist	August	2002	10
Myra Lawyer	Dutchess	District Technician	January	1997	15
Brian Scoralick	Dutchess	Program Manager	March	1997	15
Brian Brustman	Sullivan	District Manager	December	1997	15
Ed Hoxsie	Dutchess	Executive Director	November	1992	20
Division VIII					
Polly Weigand	Suffolk	District Technician	December	2002	10
R. Allan Beers	Rockland	Executive Manager	January	1997	15
Lauri Taylor	Putnam	District Manager	September	1992	20



President's Report: 2011 - 2012

As I complete my first term as President of the New York State Conservation District Employees' Association I look back at what the Association has done and where we are heading. There has been a considerable amount of work that the Board has done to become more efficient and financially solvent. As all of you know we have had some challenges to deal with, but I feel that we are making strides and that the Association will be stronger because of this.

With the recent financial challenges that NYS has endured, it is amazing that the Environmental Protection Fund has stayed level funded in the Governor's budget and that he has proposed additional funding for SWCD's. A legislative, one year temporary raising of the cap for District reimbursement will need to happen in order for those additional funds to be provided to Districts, keep your fingers crossed. Good job in being recognized for all of your work.

The Technical Development Training Plan (TDTP) Subcommittee continues to move forward with the development of training curriculum for district employees from across the state. Nichelle Billhardt has worked to identify some of the classes that would qualify for the Technical Training Curriculum. You will see more and more of these types of designations identified at CDEA training events. With the lack of significant funds, the process is a bit slower than anticipated when this began several years ago. However the committee is doing a great job moving it and we will continue to support them until we meet the goals.

Representatives from the NYSSWCC, NRCS and CDEA met with SUNY Cobleskill officials to discuss Cobleskill's conservation curriculum and determine if offered courses provide the necessary background for folks entering the conservation field. The Cobleskill reps were provided the TDTP draft and will review the plan to see if it can be worked into their course work. A quick review by the meeting members revealed that quite a bit of the TDTP was already covered by existing courses. In addition, the members discussed the possibility of having trainings at Cobleskill (many private contracts do currently), and the potential of volunteers to Districts. It was a very productive meeting and I think that we will have a closer working relationship with Cobleskill in the near future.

NYS will be welcoming a new USDA-NRCS State Conservationist this summer. While I am glad that the position will be filled, it is a bit disheartening to me to have this individual be the 6th State Conservationist in my 14 years with Districts. I may be a bit naïve to think that we need to have someone here long term, perhaps the frequent turnover happens regularly in other states. I hope that our former State Con., Astor Boozer, finds success with the rest of his career, I really enjoyed working with Astor and feel he did a lot for conservation in NY. Let's hope that his replacement is able to stay in the state for an extended period of time and see how diverse the conservation challenges are in New York.

This association is very strong, thanks to the many volunteers that give their time to the various CDEA and District committees. NYSCDEA has many people working in the organization on a variety of activities. There are no dues to be a member of the association, and there are many benefits. Some of the larger committees that are: Conservation Skills Workshop, Water Quality Symposium, NYS Envirothon, and the Administrative Management Conference. Despite tight timelines we need to have new volunteers step up to fill the roles that are out there. If you think you may be interested in one of the many groups or committees from the CDEA, please speak to a Board member, about one of the many opportunities to get involved.

Thank you for attending the 2012 WQS and enjoy the Awards Banquet tomorrow night.

Jim Lieberum, President, NYSCDEA, Inc.

2011 Division I Annual Report

I would like to thank everyone in Division I for the opportunity to serve as your representative on the NYSCDEA Executive Board. I have found Division I responsibilities to be very rewarding and would encourage any employee within the division to participate if and when the opportunity presents itself. Participation could be on the board itself or on a variety of different committee's that require employee input. Please feel free to contact me at any time to discuss your participation.

In 2011 it has been my priority to adequately represent Division I opinions and concerns on a variety of subjects that directly or indirectly affect District employees. These subjects have ranged from Ronny Raindrop to technical development for District employees to a financial review of the associations' by-laws and everywhere in between.

This year our Division held one full employee's meeting and were able to meet two additional times at combined meetings to discuss current issues. One additional meeting was a manager's meetings held in Batavia by SWCC staff and the other at a NYACD Division 1 meeting in held Varysburg. All meeting were well attended by mangers, staff and directors. Reports were given by NYACD, NRCS and the CDEA. I believe Division meetings are important and a good opportunity to meet other District employees to share opinions and concerns on the topics of the day but combining meetings whenever possible is more efficient and productive for all involved.

As a summary of Division I county activity I reviewed the NYS Ag Nonpoint Source program applications for round 17 funding. Division I counties applied for 10 projects, 4 of which were approved for funding, securing over 2.6 million dollars in state funding for agricultural water quality improvements in Western New York. In addition Division I counties submitted multiple joint and independent applications under round 18 of the program hopefully securing additional grant funding for water quality in the region. Great job Division I in addition to all the other quality programs and services you provide such as: AEM planning, watershed planning and lake initiatives, stormwater technical assistance, streambank restoration, environmental education, Tree and Shrub, etc. etc. etc.

I would like to take this opportunity to welcome a few new members to District employment in Division I for 2011. They include:

Katie Sommerfeldt, Water Quality Technician, Orleans County
Dennis Kirby, Water Quality Technician, Orleans County
Scott Alsworth, Agricultural Environmental Planner, Allegany County
Christopher Fry, Conservation District Engineer, Erie County
Allison Thomas, Administrative Assistant (p/t), Cattaraugus County

I would also like to wish Nancy Herman, Conservation Aid in Wyoming County and Les Travis, Associate Environmental Analyst Region 3 well in their retirement.

Respectfully submitted,

Mark C. Gaston, Erie County SWCD, Division I Representative



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2011 Division II Annual Report

I would like to begin by saying thank you to all of the dedicated employees working here in Division II. I am very proud of the work that each of you do not only in Division II but across the State to conserve, protect and enhance the quality of our natural environment. For the last several years, I have had the pleasure of serving as your CDEA Division II Representative. This is a responsibility I take very seriously and enjoy tremendously. If it were not for the dedication of the staff members at Ontario County SWCD and the support of my Board of Directors, none of this would be possible. I enjoy this opportunity, and I hope to continue to serve as your Representative in the future.

In 2011 we all continued to struggle with a slow economy and many Districts saw their county appropriations reduced. However, the Districts continued to persevere and moved forward finding more efficient ways to put conservation on the ground. Several Districts found new innovative ways to provide more efficient service to their Counties or partner agencies. Others have found ways to improve efficiencies within in their own offices. Some have implemented new, never before offered programs, as a way to generate needed funding.

Also in 2011, Division II welcomed Kerry Haeefe to the Ontario County SWCD as the Sr. District Technician and James A Balyszak to Monroe County SWCD as the Soil & Water Resource Technician. Also in 2011 Division II welcomes Katie Jakaub to the Cayuga County SWCD as the Owasco Lake Watershed Inspector and Bob Stryker to the Livingston County SWCD as the District Manager. 2011 was also filled with sadness. Cayuga County SWCD lost a long time District Working Foreman and friend Tom Kincaid. Tom was a true friend and cherished member of the District family.

Ontario County Highlights:

Our District completed the States first ever AEM audit with the assistance of the NYS SWCC. The audit proved to be beneficial to not only the District staff and Board or Directors, but also to the NYSSWCC. Several of the recommendations will be made a permanent part of the program in 2012. Also, in 2011 a District employee became a Certified Municipal Separate Storm Sewer Specialist (CMS4S) certified instructor. This will allow the staff to conduct the CMS4S exam review course and also proctor the exam. This will be a future earned income program and will also assist the MS4 municipalities with their mandated stormwater program. The District was also awarded a WQIP Round 10 grant to address flooding and erosion concerns in the Honeoye Lake Watershed. This grant will combine the resources of the County Highway Department, 2 towns and the OCSWCD. The OCSWCD will survey, design and assist in implementing several innovative streambank stabilization projects. Also in 2011, the District facilitated the closeout of the multi County Ontario- Wayne Stormwater Coalition WQIP Round 8 and 9 grants. These grants brought in over \$214,000.00 to several Towns, Villages, Counties and the OCSWCD. Furthermore, the District worked with the Town of Canadice and the Honeoye Lake Watershed Task Force and several local volunteers to complete the deliverable in a NYS Local Waterfront Revitalization grant. The District staff and several local volunteers walked all the major streams in the watershed to catalog eroded sites that carry nutrients into the lake. The District coordinated all of the stream walk volunteers, developed the streambank erosion data collection sheets and provided prioritization and recommendations on stabilization techniques to the stakeholders. Also, the District worked with the Ontario County Planning Department and the FLCC Foundation to secure funding through a NRCS grant to install porous pavement at the Constellation Performing Arts Center. This is now a demonstration project that is used by the college to demonstrate stormwater management to students in the Environmental Conservation program. The District also expanded our successful, long time Uniform Procedures Program to include the Town of Geneva. The District now works with attorneys, realtors and the homeowner to conduct inspections of the existing wastewater treatment systems and provide perk tests and design review. By having the District conduct this work, we were able to save to Town \$4,000.00 per year! Also in 2011, the District staff became part of history by providing soils investigation work for the onsite wastewater treatment system at the 195-year-old Quaker Meeting House. The existing building was painstakingly dismantled and moved to its current site further down the road. The site of its current location was chosen in part by information and professional services the District provided. In 2011 the District presented the past, current and future Ontario County Board of Supervisors with the NYACD Appreciation Award for their continued support of the Ontario County SWCD and their commitment to conservation. Also in 2011 the Ontario SWCD staff facilitated the first combined Division II and Division IV violence in the workplace training. District staff and some Board members from both Divisions attended a presentation on the topic and went away with a DVD and the materials necessary to conduct this training yearly for their staff and Board members. Lastly, the District staff conducted several education and outreach training events such as the Water Workshop for Real Estate Professionals, Watershed Education seminars, the NYS DEC 2 Hr CEO course and the NYS DEC 4 Hr Contractor Training Course to a wide range of audience members in 2 Counties.



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Monroe County Highlights:

In 2011 one staff member received Certified Municipal Separate Storm Sewer Specialist (CMS4s) Instructor Status. Also, through the contract with the Stormwater Coalition of Monroe County, the MCSWCD staff completed 310 requests for stormwater technical assistance including construction inspections, MS4 and Construction SPDES Permit Assistance, SWPPP Review, handling construction site complaints, handling drainage complaints, streambank erosion assistance, stormwater pond assistance, and MS4 Audit assistance. Also, the District held 11 NYS DEC endorsed 4 Hour Erosion and Sediment Control Trainings in 2011, and trained 356 contractors, developers, and qualified inspectors to meet NYS DEC GP-0-10-001 compliance. Furthermore, the District developed a Fall 2011/Spring 2012 Western NY Stormwater Management Training Series with John Dunkle, P.E. and successfully implemented the Spring 2011 Western NY Stormwater Management Training Series with Don Lake. Also in 2011, the MCSWCD held a total of 41 stormwater related trainings and workshops and trained 833 people. Workshops included Site Plan Review for Code Enforcement Officers, 4 Hour E&SC course, Living Next to Stormwater Ponds, In-field construction site inspections trainings, In-field stormwater pond inspection trainings, Green Infrastructure overview trainings with NYS DEC staff, and Stormwater Management Using Green Infrastructure and Planning and Zoning Board Trainings. Also, a municipal stormwater pond retrofit project was implemented to bring a non-compliant stormwater pond into Phase II compliance by re-design and implementation funded by the Environmental Protection Fund through the Stormwater Coalition of Monroe County. The District also implemented one project consisting of 4 WASCObS on one farm in Monroe County under the Great Lakes Commission Black & Oatka Creek Watersheds Agricultural Sediment Reduction Project. The District also implemented a final project, Silage Leachate Collection System, under the Round 13 AgNPS grant program. Also, the District partnered with CCE to organize a Pasture Walk for 50+ attendees on one farm in Monroe County to highlight newly installed BMPs. For the first time, we also successfully implemented an Ag Plastics Recycling Program, collecting 4,850 gallons of plastic from 7 farms. Also for the first time, the District awarded one of the County's CAFO farms with an AEM Roadside Sign. Also, in 2011 475 linear feet of Streambank Stabilization BMPs were installed, 429 linear feet of Riparian Buffers were implemented on three municipal projects in Monroe County with funding assistance from Environmental Protection Fund through the Stormwater Coalition of Monroe County, and through a grant received in 2009 by MCSWCD from the Great Lakes Commission. Also, the MCSWCD is actively pursuing a General Permit with NYS DEC for Stream & Wetland Disturbance in 2011 and into 2012. Furthermore, the MCSWCD is working closely with Monroe County on providing the District with office space in the near future. In 2011 MCSWCD retired Board Member, Selden Chase, received the 2011 NYACD Merit Award for over 25 years of dedicated service to the District. Also in 2011 the District established a new location for our 2012 Annual Conservation Tree and Shrub Sale by working closely with Monroe County to use their NEW Ecopark facility that opened in the fall of 2011. At this event, the District distributed over 27,000 trees, shrubs, and other plants to over 400 customers in our 2011 Conservation Tree and Shrub Sale.

Onondaga County Highlights:

In 2011 the District changed the format of annual conservation tour from a 4-stop bus trip to a comprehensive tour of one farm and the BMPs. We will continue this tour format in 2012, and open it up to the entire Public. Also, we will continue with the success of hosting local foods/local meal at the event. There was a very positive response to this change in format. The District is working to diversify District programming also. We now have 3 contracts with municipalities in County. The workload for stormwater site inspections is increasing, as well as technical assistance on environmental projects. We are moving the office to County space in the central part of County. The space is currently an under-utilized museum. This move provided a 28% increase in County appropriation. Now, some of the County appropriation cycles back into County coffers and helps to keep the museum open (it was slated for closure). And, District is receiving calls to assist with multiple County projects as earned income opportunity (most recent project is County-wide Emerald Ash Borer assessment). The District completed its first forest management plan (on 117 acres of City of Syracuse property at south end of Skaneateles Lake). We are working hard to best utilize the knowledge, skills, and abilities of our staff for providing diverse services/programs in future. Also, the District is creating a "Technician" position. This position will enable the District to continue to provide strong technical services in the field to the taxpayers while providing for upward staff mobility in the organization. Also, the District continues to teach multiple NYS DEC 4-hour contractor training classes at Syracuse Builders Exchange. The project is an excellent earned income opportunity. Lastly, the District also continues to maintain the traditional workload of AEM planning and implementation of BMPs.

Seneca County Highlights:

In 2011 SCSWCD installed 8 Ag Mixing facilities in Seneca County using AG Non Point Source Rd 14 funds. The Ag Mixing facilities will help contain potential spills and will provide a secure storage location for vineyard pesticides and equipment. Also in 2011 Aquatic Plant Harvesting operations began on Cayuga Lake on July 11, and finished on September 8. For the season we harvested 810 tons of vegetation from Cayuga Lake and 174 tons from the Cayuga/Seneca Canal. Weed densities have been extremely high on Cayuga Lake and reached problem levels about 1 month earlier than normal. Since we suspended harvesting operations in Cayuga Lake, the weed growth has increased dramatically. Another observation is that Eurasian Water Milfoil is a significant part of the problem for the first time since 1990. We may have to start weed harvesting earlier in 2012. Our Tree & Shrub Program was a success in 2011 and that we hydro seeded 15 acres.



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Cayuga County Highlights:

In 2011 the Cayuga Regional Methane Digester project continued. Manure and other organic waste will be used to produce electricity for the SWCD, Sheriff department and nursing home. Also at a Brownfield site in the Town of Meridian, Cayuga SWCD excavated soil from a 0.41 acre parcel, the soil was contaminated with fuel oil products and lead based batteries. The site was reclaimed with 5 inches of new topsoil. The future of the site is still being determined. Also, Emerson Park pavilion renovations were completed. The goal of the project was to preserve and enhance the structural integrity, functionality and utilization of the Emerson Park pavilion. Also, the District installed 850' of waterline, 2 new hydrants, 0.25-acre bioretention basin, 550' of access road, 1,000' of silt fence and 2 acres of seeding and mulch. Also, the District worked with the Cayuga County IDA at the eagle drive business park for phase 1 of the site's development. The site was improved this year by the District staff. The District installed and maintained erosion and sediment controls, new road culvert installation, upgraded a pre-existing culvert crossing and striped and stockpiled topsoil. To date, 1,300' feet compacted gravel and crusher run base was installed. In the Village of Moravia, the District assisted with a stormwater system replacement by working with the Village as well as the County Highway Department to replace 420' of old 30" corrugated metal pipe with 700' of 30" double wall high density pipe. 500' of ditch and grading below the rock outlet of the new pipe was also constructed. The District also completed critical area seeding of 11 acres including road and stream bank, highway ditches, steep slopes, and areas of disturbed soil due to construction. In 2011 the District continued the AEM program with great success. The District is working with Seneca Co. and Onondaga Co. SWCD under Round 17 Agricultural Nonpoint Source Program to implement grazing and manure management practices totaling \$759,914.40. In 2011 the grazing program installed 38,938' fencing, 66.2 acres of pasture/hayland planting, 880' of stone animal trail & walkway, 1,500' of water pipeline, 2 acres of riparian herbaceous cover and 1 pumping plant. Also in 2011 the District completed conservation mowing of 133 acres of land and 66 miles of conservation ditches. Furthermore, the aquatic vegetation control program harvested 1,230 tons of aquatic vegetation, which removed 5,191 pounds of Nitrogen, 443 pounds of Phosphorus and 2,780 pounds of Potassium. In 2011 the wood waste recycling program ground 53,738 cubic yards of woody debris for 24 municipal organizations. Also in 2011, the AmeriCorps/Summer Youth Program was able to partake in various projects such as the recycling programs, AVC program, regional digester and assist with staff projects for the District. Also, the Owasco Lake Watershed Inspection Program had some changes. Jessica Reinhart stepped down in 2011 and Katie Jakaub has stepped in. The program completed 185 inspections and 251 boat surveys as well as a survey of Sucker Brook to collect data to identify additional areas of concern and aid in bank restoration to reduce sedimentation. Also in 2011 the District remembered a very special District employee. Tom Kincaid passed away in October of 2011; Tom served as a Motor Equipment Operator for the District for 5 years. Tom is deeply missed by all.

Wayne County Highlights:

In 2011, the Wayne County District began implementing for the Agricultural Non-point Source, Round 15 program with implementation and design of over 15 BMPs with an estimated value of over \$323,000.00. Through Agricultural planning 9 tier 3As and 9 tier 5Bs were completed for grazing along with 15 other Tier 3As in process. Due to a few of the towns re-assessing, over 250 soil group worksheets were completed. Agricultural Drainage completed 10 maintenance projects, plus 2 new projects. This program made impacts on community infrastructure through technical assistance to 8 townships including 8.94 miles of drainage, 3 road crossings and permitting/removal of 3 beaver infestations. Our water programming continues to support aquatic mechanical weed harvesting; removing over 1426 tons this year across 5 embayments and mobilizing over 30 volunteers in hand pulling events. We continue to work with over 12 partners throughout the community for water quality awareness and outreach. The community outreach through Envirothon, we had 4 wildly successful teams and through community involvement raised \$750.00 to support youth programming and the Tree and Shrub sale had 12,000+ items mobilized for conservation planting. Overall an awesome year for Wayne County Soil and Water!

Livingston County Highlights

NO REPORT PROVIDED

Yates County Highlights

NO REPORT PROVIDED

In closing, please take a moment to reflect on all of the accomplishments that you just read about. None of these achievements would have been possible without the dedication and professional cooperation of each and every District staff member and Board member. Please consider taking your level of commitment to the Soil & Water Conservation District family further by becoming involved with **YOUR CONSERVATION DISTRICT EMPLOYEES ASSOCIATION**. Volunteer to sit on committees, attend meetings and play an active roll. The NYSCDEA was established for your benefit. Please take a moment to become more informed about the NYSCDEA by visiting the website at www.nyscdea.com

Respectfully submitted,

P.J. Emerick CPESC, CPSWQ, CMS4S
Senior District Manager
Division II Representative
Ontario County SWCD

2011 Division III Highlights

Herkimer County

12th annual Cooperator's Dinner – attended by over 90 individuals. Rick and Robin Dolan/Conservation Farmers, Michael Marsh/Conservation Educator, Herkimer County Fair Assoc./James F. Huxtable Memorial Award.

AEM – year 6 closed – completed 11 Tier 1's, 9 Tier 2's, 4 Tier 3a plans, & 4 Tier 4 Projects. Year 7 underway – completed 4 Tier 1's, 5 Tier 2's, 4 Tier 3a plans, & 6 Tier 4 Projects.

ACRF - 5 applications were funded totaling \$59,550. 2 culvert crossings, 2 access roads, & field erosion with WASCOD were completed prior to Jan 1st

Ag. Nonpoint Source Grants – Round 13 closed w/ a milkhouse waste system, existing manure storage roofed, and large temporary manure storage constructed. Awarded Round 17 funds for BMP installation on a CAFO operation. One Round 18 Application was also submitted.

Conservation Education – County Envirothon, State Envirothon Committee, Farm/Home Safety Day, Family Day at the Farm, and Conservation Field Day

Earned Income – Tree Program – 240 landowners purchased 12,320 bare root tree seedlings and transplants, 8,100 ground cover plants, 66 wildflower seed packets, 52 bluebird houses, and Fish Stocking – 24 landowners purchased 36 Grass Carp, 200 Catfish, 150 Largemouth Bass, and 1400 fathead Minnows. Barley Straw – 37 individuals purchased 127 bales.

407 total service requests in 2011



Jefferson County

Sandy Creek EBM - Installed fuel containment systems on 11 priority farms in the Sandy Creek Watershed. Also planted 450 acres of rye for cover crop with our new 15 foot drill.

Ag – We continue to work with 10 CAFO farms (5 large, 5 medium) in the county providing CNMP services for over 25,000 acres. We also developed 2 CNMPs for non CAFO farms. Installed 5 silage leachate collection systems, 2 with total collection and 3 with collection box and VTA. Numerous requests for ag assessments. *Porterdale Farms* was recognized as the State AEM Award winner at Empire Farm Days.

Trails – Built 2 miles of trail of new trail on county forest land. Purchased small groomer to groom county forest trails in winter. Upgraded facilities at Washington Park.

Forestry - We have received a \$2400 grant from the Hardwood Forestry Fund to plant trees in two wind thrown areas of county forest. Planted 40 trees in 5 villages in Jefferson County through the Urban Forestry Grant.

We had two videos developed by our summer intern, Jamieson Crast. One video was for the trails program and the other was a video about District programs. Both videos can be viewed on youtube.

Lewis County

Water Quality:

- First Annual Black River Watershed Conference held, 17 municipalities were represented from the watershed and presentations including invasive species, regulation, demonstration projects and many other water quality related issues were given.

Ag NPS Construction Projects:

- 2 Major Waste Management Systems were surveyed, designed and installed for Round 14

Invasive Species:

- Became the official Lewis County representative for the St. Lawrence – Eastern Lake Ontario Partnership for Regional Invasive Species Management (SLELO PRISM).

Educational Programs:

- Riverfest Trivia Contest- 175 participants traversed the Black River in canoes and kayaks answering water quality questions along the way and competing for a local products gift basket.
- Envirothon and FFA- 20 Students, all received “Powerful Presentations” class by Fred Ashforth to prepare students for public presentations.
- Progressive Agriculture Safety Day- 317 Fifth Grade Students, 60 Volunteers, 15 Safety Stations
- FFA Land Judging (Held Jointly with Jefferson Co.) – 250 Student Participants

SEQR for Recreational Trails

- Prepared the environmental assessment for the Lewis County Recreational Trails Plan for over 40 miles of multi-use trails.

Madison County

Madison County is located in the geographic center of New York State. The county is split into three major watersheds; the Susquehanna, the Oneida Lake and the Mohawk. Multiple man-made reservoirs were built in the late eighteen hundreds to supply the Erie Canal system with water. The county is comprised of 423,040 acres.

Agriculture remains the number one industry in the county. The district is working hard with our agricultural community to correct non-point source pollution in the county through the implementation of BMP's on many farms. Outside of the tremendous workload with our farming community, the district is actively involved with the Upper Susquehanna Coalition and NYS DEC in the implementation of the Phase II Watershed Implementation Plan to try and meet the regulatory actions being implemented in the Susquehanna River watershed. We have started a county wide conservation tillage program with funding from the Great Lakes Commission and the Upper Susquehanna Coalition.

Oneida County

Agricultural Environmental Management (AEM):

- 1) CAFO Plans and compliance efforts: We currently work with 7 CAFO farms.
- 2) Farm planning: We are doing CNMPs and Nutrient Management Plans for a combined total of over 20 farms.
- 3) Grazing projects: We completed 7 grazing plans and 250 acres of implementation.

Outreach and Education:

- 1) Envirothon: County event attracted 80 students from 6 local high schools.
- 2) Farm Safety Day Camp: County event attracted over 200 fifth graders to the County Fairgrounds to learn about farm safety issues.
- 3) Conservation Education Days: Presented to approximately 900 students on the topic of water quality issues related to stormwater.
- 4) Trees: Sold nearly 50,000 trees at the annual event.

Community Environmental Management:

- 1) Mohawk River Watershed Management Plan: Assisted with outreach and education efforts.
- 2) Streambank stabilization: Worked with DEC and USFW to design various streambank stabilization projects in the County.
- 3) Emergency Management
 - a) Wrote 3 flood control grants and 1 Planning Update Grant;
 - b) Coordinated with Stream Team for tour of Oneida County emergency sites
 - c) Worked with several municipalities and County Emergency Services on FEMA efforts for culvert replacements/upgrades.
 - d) Completed 1 project under Ag Community Recovery for local dairy farm.
- 4) Stormwater Management
 - a) Designed multiple projects to alleviate stormwater quantity problems in local communities.
 - b) Assisted in the coordination of MS4 program (outreach, inspection, site plan review, highway assessment and contractor/municipal training) within the Utica Urbanized Area.

Forest Management: Began working on the County's Forest Management Plan by taking inventory of the County's Forest Lands.

Oswego County

Aquatic and terrestrial invasive species control, 2 ag BMP implementation grants, Conservation Field Day, continued management of 2200+ acres of County reforestation property, enrolled more AEM participants than any previous year, Forest Management Basics for Wood Lot Owners workshop, forest management plans for 450+ acres, Oswego County Envirothon attended by seven of nine school districts, Progressive Agriculture Safety Day, technical assistance to numerous landowners and municipalities.

St. Lawrence County

2011 was a busy year. Russell Martin joined the staff as our new Forester in May. Our Secretary left in July. Technician Raeanne Dulanski has been keeping the books for us since then, but we are currently in the process of filling this position on a part time basis. County finances continue to concern us. We were slated to be zeroed out, but did manage to keep level funding for 2012. The goal is to return to four full time staff and to add another technician in the future as economic conditions allow. Manager Dawn Howard is very proud (and thankful) of the work this small, dedicated group puts out in the biggest county in NYS.

Besides becoming very good at manning the phones and counter for us, Russell is managing the 4,270 acres of County Forest and is providing forestry technical assistance to private individuals, including writing forest management plans. We are also working with the Trails Board on a 121+ mile multiple use (ATV) trail across the County. The SWCD also manages the NYS grant for the over 530 miles of Snowmobile Trail we have. Russell takes care of the hydroseeder, no-till grain drill, and ag plastic baler. He also does our Ag Values. He is in the process of becoming a Certified Tree Farm Inspector, a Society of American Foresters Certified Forester, and a federal wetland delineator. A new project implemented in 2011 was a GPS infrastructure location and data base development for a local town. More towns are scheduled for 2012.

Along with keeping the books and the Manager on track, Raeanne has been working on AEM, particularly in developing grazing plans. She will be doing implementation on two Round 17 farms and has submitted a grant for two more for Round 18. Raeanne is working on becoming a certified planner. She also manages three Contribution Agreements with NRCS, one each for WRP, CRP, and EQIP.

Over 1200 requests for technical assistance were handled last year. The Round 15 construction on two farms was completed and Round 16 was started for two others. Two additional Round 18 proposals (besides the grazing) were submitted for implementation on five farms. Tree sale, grass carp sale, fish program, Envirothon, 2 Farm Safety Days, Conservation Field Day, County Fair, Legislative Ag Tour, and public A Day On The Farm were held along with Erosion and Sediment Control Training and an Emerald Ash Borer meeting for municipalities. Our project with the Army Corp for Eurasian Milfoil control in Black Lake continues.

The SWCD participates in SLRWP (the new St. Lawrence River watershed organization), the new SLELO PRISM, Ag & Farmland Protection Board, Forest Practice Board, Fish and Wildlife Management Board, RC&D, Environmental Management Council, and the Massena Area of Concern Remedial Action Committee. Our Water Quality Coordinating Committee is revising our strategy. We also continue to partner with the DEC, DOH, County Public Health, and others on many things.

DIVISION IV 2011 REPORT

BROOME COUNTY:

On September 7th 2011, the remnants of Tropical Storm "Lee" brought torrential rain to the New York/Pennsylvania border causing severe small stream flooding in the area. Heavy rain of over 8" fell in a short period of time on ground already saturated from the 3" of rain that was associated with Tropical Storm Irene 10 days earlier. If the flash flooding wasn't enough the Susquehanna River, downstream from its confluence with the Chenango River, responded with rises to above the record levels recorded in the June 2006 event. Binghamton, Johnson City, Endicott and Vestal saw flood water overtop the walls and levees built to protect those communities impacting hundreds of homes and businesses.

As a result of the Lee and Irene flood events New York State committed tens of millions of dollars that are going directly to residents, businesses and farmers in these communities. The state moved quickly to adapt and even create new programs to meet the unique needs of each area. The Agriculture and Community Recovery Fund (ACRF) awarded \$4.5 million in grants to more than 350 farms in the impacted communities.

The Broome SWCD submitted 11 requests for funding under the Agricultural and Community Recovery Fund that NYS developed to assist farms that were impacted by recent floods. 9 requests were funded totaling \$77,350 for fence replacement, repair to stream crossings, stream bank stabilization and debris removal. Since the September 2011 flood the SWCD has logged over 600 hours of flood related work. This time was spent working with municipalities, framers, private landowners and DEC on stream flooding, erosion and permit related issues. During the past month staff has worked with over 80 county residents including over 50 site visits in 10 municipalities, primarily in the western portion of the county.

CHENANGO COUNTY:

Flooding was at the forefront for Chenango County as well who also utilized the ACRF grant to assist its many affected farms. The Chenango County SWCD was able to secure funding for 23 farms to repair damage on agricultural property due to flooding. This money was used to address streambank erosion, repair access roads, fencing, and remove debris from agricultural fields. In total, the County was awarded \$142,488.00. All in all the recipients of this money were very glad to have the opportunity to receive the help and let us not forget there is a difference between emergency work and remediation.

CHEMUNG COUNTY:

The Chemung County SWCD is about to launch a new program called "Countywide Stream Rehabilitation Program". The program mimics that of my good friend and mentor Jeff Parker of Steuben County. For the past several years Jeff has accomplished Stream work in his County by actually owning, and with the help of the County DPW operating his own equipment. Jeff has been able to accomplish hundreds of jobs and is saving the County many thousands of dollars both on the front end of the projects but also during extreme storm events where his work has always fared out very well and has protected Municipal infrastructure.

Chemung County SWCD has done similar work but always looking to beg, borrow or steal someone's equipment. Armed with a letter from Jeff on how he administers his program we began to talk with our County and

Town's about the possibility for our own program. The talks initiated with the Town of Chemung who had some devastation as a result of tropical storm Lee. The end result has been a signing of a inter-municipal agreement for a 5 year pilot between the County, DPW, SWCD, and eleven Towns to develop such a program. The agreement calls for the County to provide the up-front cost of an excavator and Dozer for approximately \$400,000.00. The Town's have

agreed to develop a fund administered by the District at a cost of \$1.00per person living within that Town each year for 5 years. For the eleven Towns it works out to a little over \$60,000.00 per year. This money will be used for insurance, maintenance, and replacement costs. The District will house and coordinate the operation of the equipment and all permits. The District is very excited to start up the program and thank Jeff Parker for his out of the box thinking and great program ideas.

CORTLAND COUNTY:

During these tough economic times, the District fared well by advocating for a minimally impacted county appropriation while securing the funding of multiple grant proposals. With our only turnover being

our year-long Americorps Conservation Intern position, the staffs continuity and positive attitudes assure the quality and delivery of our many services and programs. Luckily, Cortland County was not significantly impacted by the devastating flooding witnessed by many of our neighboring Districts. We are actively engaged in the Chesapeake Bay TMDL process as well as the hot button topic of our region, Natural Gas Exploration. There are a myriad of services our District provides year in and year out including storm water review, stream assessments and rehabilitation, education and outreach just to name a few. We continued our AEM planning efforts and, through our NRCS contribution agreement and secured grant funding, were able to get a number conservation projects installed throughout the county. We are looking forward to another challenging and successful year of service to our local communities.

DELAWARE COUNTY: No Report

SCHUYLER COUNTY:

This year was one of change for our district, after 22 years of dedication and expertise District Technician Lloyd Wetherbee retired this fall. Known statewide for his expertise in Geographical Information Systems (GIS), drain tile layout, erosion control, stream stabilization, critical area seeding, along with many other talents, Lloyd will be missed. He will continue to work 10 hours a week, for one year, to pass on his many talents to new hire, Rebecca Collins.

Rebecca spent nearly one year learning from the area's top natural resource professionals with the Chemung County Stormwater Team and the Chemung County Soil and Water Conservation District. She is learning very quickly and has already shown to be a great asset to our County. Handling the typical duties of the position while growing and advancing our District with new technology and excitement, such as, the creation of the Districts own facebook page. We are very excited to have her join our team.

STEUBEN COUNTY: No Report

TIOGA COUNTY:

The Tioga County SWCD staff has been busy in 2011 providing technical assistance in the form of planning, design and implementation activities on program such as AEM, Graze NY, Farm Bill programs (thru a contribution with NRCS), hydroseeding, wetland construction (with the assistance of USC staff), stream rehabilitation projects, stormwater including contractor erosion and sediment control trainings, and our tree and shrub sale. However, in September our focus shifted because of Tropical Storm Lee dropping 12 plus inches of rain over Tioga County. As a result the District quickly stepped up providing equipment and staff to assist our County Dept. of Public Works with flood recovery efforts. Staff also began surveying damages felt by farms and was successful in receiving funding for 23 farms impacted by the storm through the State's ACRF program. Much of this work focused on streambank stabilization and cropland and pasture management. The District continued its flood recovery efforts by being approved for FEMA 406 funds. To date we have over 6 streambank stabilization projects that will need to be completed in 2012 with FEMA funding. Other 2011 District Highlights include, the District named project manager for the County's Multi-Jurisdictional Hazard Mitigation Plan update which should take more than 6 months to complete. Without a doubt 2011 proved to be a very busy year for the District but I believe 2012 is shaping up to be even busier as we continue flood recovery efforts.

TOMPKINS COUNTY:

The Tompkins County SWCD would like to start off by thanking our two interns within the past year, Sarah Cox and Katie Wratten. We have also seen some past employees move on to other things, so we thank them as well; Nick Brown, Darrel Sturgess, and Jen Case. We welcome to the office Eugene Aarnio (Grazing Technician), Angel Hinickle (Resource Conservation Specialist) and Teresa Burch (Secretary/Treasurer).

Instead of writing about the same old programs which continue to do well, I thought I would briefly touch on a few new things that the Tompkins County SWCD has done this past year. How about a little thing called *Hydrilla*?? Hydrilla is a very aggressive invasive aquatic plant that was recently discovered in the Cayuga Inlet, which feeds into Cayuga Lake. Tompkins County SWCD was very involved with the task force that responded to this threat. We were responsible for applying for permits to apply the herbicide, coordinating the budget to hire a certified applicator, and post application monitoring of the chemical to document the spread (or lack thereof) of the chemical outside the treatment area. We continue to be involved in this process and will be for the next several years.

This past September the district had an "Appreciation and Recognition Luncheon" in which we recognized Conservation Farm of the Year, Conservation Leadership, Contractor Award, Conservation Citizen Award, Education Sponsorship Award, and Municipal Partner Award. The event was very successful, and attended by Senators, Congressmen, Tompkins County Legislature and Administration, and many others.

Also, this past September we were able to host a Tire Collection Day in the Town of Caroline. It had been a while since the district has held this event, and it turned out pretty good. We collected over 800 tires from Tompkins County Residents to be recycled.

The Tompkins County SWCD has spent a lot of time working with the highway departments in the county designing and installing stream stabilization projects around bridges and highways. These projects improved infrastructure, water quality and residential properties. Using various techniques, from large stone to grass vegetation, we were able to stabilize the stream banks and protect the house or bridge that was impacted. Funding for these projects in the Town of Lansing and the Town of Caroline came from the NYSDEC and the County Flood Hazard Mitigation Program.

Towards the start of this past summer, the district was presented with an opportunity to purchase a large amount of trees from RPM Ecosystems in Dryden, NY who had filed for bankruptcy. The district jumped at the chance, and the staff had it's work cut out for them throughout the summer and into the fall. It was a fantastic way for our district to raise extra funds to help support our operating costs. We managed to sell quite a few trees to customers, other districts, towns, and even golf courses. We still have some left, so if any districts are interested, give us a call.

Division V Annual Report

Clinton County Highlights:

- 1 ag. waste storage
- 2 barnyard management projects
- 65 subsurface drainage projects on 16 farms totaling 1,773,031 feet
- 1 dry hydrant
- 6 ACRF contracts and jobs completed; 1 contract planned, then cancelled
- 4,750 trees and shrubs distributed
- 101 ag. assessment worksheets on 51 farms totaling 9,128.26 acres
- Ag. plastic baling on 15 farms totaling 45 bales
- Completed a Round 14 grant
- Total Value of Services estimated to be \$2,602,031.00 from SWCD, NRCS, Ag.& Mkts., and Landowner contributions

Essex County Highlights:

- Completed Roadside Erosion Inventory with CWICNY funding
- Completed Roadside Stabilization Grant with Lake Champlain Basin Program – Purchase Silt Sock filler
- Completed Targeted Watershed Grant (EPA) with CWICNY – Ag BMP's and Storm water Management
- Completed South Lake Grant with Lake Champlain Basin Program – 2 farms Barnyard & Riparian fencing
- Completed – ACRF – Irene Flooding with 8 farms and \$64,000 in BMP funding
- Assisting local towns with 5900' in stream channel restoration after Irene with FEMA funding
- Education programs with Project WET, Envirothon, Outdoor Classroom, Field days, Waterfest, Stream tours, Fair Display
- Assisted landowners with record Lake Champlain spring flood levels 3 landowners \$880,000/total cost
- Assisted with AGO (Americas Great Outdoors) Grazing workshop, USDA Funding, Riparian planting
- Completed Part B project – Riparian fencing 2700' Lake Champlain Tributaries
- Completed 19 acres of Critical Area Seeding after spring and summer flooding

Franklin County Highlights:

- Welcomed a new District Conservationist for NRCS- Zenik Crespo
- Shipped two loads of Agricultural Plastics out of Franklin County, one to Indiana the other to Texas
- Increased the number of participants in our Agricultural Plastics Program to 20
- Awarded a Round 17 Grant for Grazing in Franklin County
- Awarded a Mini Grant from the Environmental Finance Center for continuing to study the effects of Grazing (Tricia)

- Participated in Conservation Field days and demonstrated the EM River
- Began development of a Water Quality Strategy for Franklin County funded by a WQIP grant and NYSDEC
- Began the development of a Watershed Management Plan for the Salmon River with funding from the NYS Dept of State- Coastal Resources
- Awarded a Sara Grant for the Digitization of our Historical Aerial Photographs (1942 and 1978)
- Initiated the development of a 501(c)3 for the St Lawrence River Watershed Partnership, working on grant applications and outreach materials, approved by-laws, developed a logo.
- Began the development of a recreational trail system in Franklin and Clinton Counties. Help the recreational organization establish a 501(c)(3)
- Installed 12 drywells in Saranac Lake Village with CWICNY
- Awarded to Contribution Agreements from NRCS, one for the Wetlands Reserve Program and the other for EQIP
- Submitted 3 applications for Round 18

Hamilton County Highlights:

- Hamilton County SWCD completed another successful year of water quality monitoring on 21 lakes and local streams
- Assisted a municipality with investigating a possible pollution source in Piseco Lake
- Completed 16 acres of Hydroseeding
- Installed 2 Dry Hydrants
- Provided invasive species educational outreach and expanded management efforts
- Conducting numerous classroom and outdoor educational events and presentations to lake associations, students and the general public
- Created new county Green Action Service Award for a resident that has been instrumental in assisting with our conservation efforts
- Held meeting of Hamilton County Water Quality Coordination Committee - revising and updating strategy
- Community outreach to encourage efforts to Reduce, Reuse and Recycle.
- Working on partnership project with USFWS and Town of Wells on new highly eroding stream bank

Warren County Highlights:

- Five major storms hit Warren County in 2011, resulting in over \$20 million in damage
- The District reprogrammed its 2011 planned workload to damage restoration, working on dozens of projects
- The District is now the County Hazard Mitigation Office, as a result of this and other work we do with municipalities
- Budget is strong, primarily from relationships with municipalities and town supervisors
- Lori Kerrigan, Natural Resources Specialist, moved on to greener pastures after 7 years with the District. She is now working for an environmental consulting firm in New Jersey, so she could be closer to her family.

Division VI Annual Report 2011

Albany County SWCD 2011 Highlights Report

- ♣ Our 2012 Budget was initially cut to zero, but through presentations and support letters we were successfully put back into the 2012 Budget, although at a 25% reduction.
- ♣ Ag & Community Recovery Fund – 7 funded projects, approximately \$65,000
- ♣ Co-sponsored “Go Green Day” event with demonstrations, exhibits, giveaways, Kids’ Zone and vendors - over 600 participants
- ♣ Co hosted a communications workshop with approximately 30 in attendance
- ♣ Participated in Albany County Summer Scene 4H Camp (100 participants), Bethlehem Career Day (75 seventh grade students), Mohawk Hudson Land Conservancy Kites, Critters event (100 participants), Veeder Elementary School, Project WET activities (22 fourth grade students), Berne Knox Westerlo Elementary School Project WET activities (20 third grade students)
- ♣ Conducted a Rain Barrel Program in conjunction with “Go Green Day” with 81 barrels distributed
- ♣ Received a Round 17 State Grant for \$171,388 for the Fox Creek Watershed.
- ♣ Utilized Part C money following Storms Irene and Lee for emergency stream work to repair a segment impacting a landowner’s home. This project incorporated natural stream design with root wads. The home is now protected.
- ♣ Utilized Part B money to protect and restore a segment of the Fox Creek with Natural Stream Design. The stream was eroding valuable crop land. US Fish and Wildlife assisted on installation. Cropland protected, fish habitat restored.
- ♣ Installed 3 demonstration rain gardens in cooperation with CCE Albany County and Stormwater Coalition of Albany County, making a total of 8 in the County.
- ♣ Partnered with CCE Albany County on a Wasp Watcher project to locate colonies of the Cerceris Wasp

Fulton County SWCD 2011 Highlights

Fulton County finished off 2011 on a positive note. We were able to keep our county funding level and business was up considerably over 2010. The District programs continue to build. We are into our second full year of AEM even with the decline in active dairies approx twenty at this time. We are seeing good Tier 1 and Tier 2 progress in the Horse, Beef and Orchard operations. We continue to promote our programs and work with the public and private sectors of the county. The District in 2011 started doing Stream bank repair projects in house. One project in particular we completed was a 250’ foot stream bank repair by installing 3 rock vanes. This project was done in conjunction with Fish & Wildlife, DEC, Army Corp and was funded by mitigation monies received from Wal-Mart. We were able to use this project as training for the installation of rock vanes. We had eight districts attending the Jeff Parker School of rock vane installation and to quote Jeffery “Short Term Turbidity For Long Term Stability”.

I have many another exciting projects to talk about that were completed or in the works but Jim has given us a word limit on our reports (*not actually true, there was no “word” limit-ed.*). ☹

Saratoga County SWCD Highlights

Agriculture Activities - Financial and Technical Assistance to Farmers:

- ♣ Agricultural Waste Storages
- ♣ Barnyard Runoff Control
- ♣ Diversions
- ♣ Silage Leachate Control
- ♣ Nutrient Management Planning
- ♣ Integrated Pest Management
- ♣ Animal Trails and Walkways (ACRF)
- ♣ Access Road (ACRF)
- ♣ Strip Cropping
- ♣ Subsurface Drainage
- ♣ Grassed Waterways
- ♣ Critical Area Seedings
- ♣ Agricultural Plastics Recycling
- ♣ Soil Group Worksheets
- ♣ Conducting Agricultural Non Point Tour

Assistance to Municipalities:

- ♣ Environmental Permits
- ♣ Culvert Protection/Repair/Replacement
- ♣ Nature Trail Establishment/Maintenance
- ♣ Wildlife Plantings

Educational and Technical Assistance for Public:

- ♣ Soils
- ♣ Tree and Shrub Program
- ♣ Pond Fish stocking program
- ♣ Water Quality Coordination Committee Activities
- ♣ County Fair Booth
- ♣ Regional Envirothon
- ♣ Sundae on the Farm Event

Schenectady County SWCD 2011 Highlights

As most districts within the storm impacted areas, the Schenectady County SWCD was busy with flood damage, clean-up and restoration projects. The District assisted in the completion of eight projects under the ACRF Program providing over \$30,000 in funding to impacted landowners. The District was also appointed as the Point of Contact (POC) for NYS DEC/ESD (Empire State Development) Assistance Program to coordinate potential projects and the submittal of the application for participating municipalities in Schenectady County.

The District also provided instruction in Stormwater Management to over 150 individuals. Topics included the NYS DEC Certified Erosion & Sediment Control 4 Hour Training and Good Housekeeping training to municipal employees. As we do annually, the district managed and maintained, 9.1 miles of the Hudson/ Mohawk Bike Path and over 900 acres of county owned forest and preserve land. In 2011, the district added an E-Waste (Audio/Visual equipment)

collection program to the Schenectady County Compost and Recycling Facility as part of an ongoing effort to provide important services to the residents of Schenectady County.

The District remained as the Chair County of the Mohawk River Watershed Coalition of Conservation Districts (MRWCCD) in 2011. Considerable progress was made in the development of the GIS system to support data collection and watershed evaluation.

Washington County SWCD

- ♣ Surveyed and laid out 1,700' of subsurface drainage; 1,700' installed. Evaluated 3 sites for drainage tile needs
- ♣ Completed stream corridor restoration for 6 farms on streambanks and cropland affected by Hurricane Irene; approximately 2,200' of streambank benefitted.
- ♣ Assisted US Fish & Wildlife Service and Battenkill Alliance install 22 habitat improvement structures on 5 miles of the Battenkill. Issued NYS-DEC permit for projects and assisted organizations with landowner contacts & field access
- ♣ Issued DEC General Permits to and assisted 3 municipalities and 14 private landowners with stream corridor restoration and bank stabilization to protect residences and highways from significant erosion.
- ♣ Assisted farms with CAFO planning information to comply with DEC permit changes and BMP implementation through AEM and NYS Ag Nonpoint Source Abatement & Control grants.
- ♣ Assisted consultants with CAFO plans & projects on 5 farms
- ♣ Assisted NYS-DEC and farm operators with 2 scheduled CAFO inspections
- ♣ Soil Group Worksheets completed on 113 parcels totaling 7,266 acres eligible for Agricultural Assessment and real property tax relief.
- ♣ Used ag plastics baler on 20 farms to produce 30 bales of recycled ag plastics, thus removing 30,000 lbs. of waste plastic from the environment.
- ♣ Baled 27 bales (9,000 lbs) of commercial grade wool for shipment to a southern manufacturer to keep this product from the waste stream & to create a market for producers

No Report Provided:

Rensselaer County
Schoharie Co.
Montgomery Co.

Division VII Report

Ulster County SWCD has been working very hard with Post Irene/Lee Flood response on both the Ag and Stream Sides.

For Streams: There will be at least 17 sites in Ulster County eligible, spread over 7 different municipalities. The total project value of the engineer's estimates for these sites is \$3,979,032. The UCSWCD/NRCS partnership has been and will be administering and overseeing implementation for the Federal 75% share of \$2,984,274, which will be matched locally with a 25% share \$994,758.00.

For AG: Ulster SWCD secured \$334,000 in NYS Funding through the Agricultural and Community Recovery Program to repair damaged and destroyed infrastructure needed to sustain operations at 28 Ulster County Farms. Several producers also contributed matching funds to supplement NYS money.

Orange County SWCD has been working very hard in several directions. As for the flood work: we have secured \$920,000, spread over 71 landowners. While the primary area hardest hit for Orange County was the black dirt region, some upland sites were identified and funded. With the flooding events subsequent to Hurricane Irene & Tropical Storm Lee, we have gotten a few extensions to allow the work to continue into 2012. We are still working hard on our open AG NPSAP grant rounds and always looking for other sources of revenue.

Dutchess County SWCD- No report given

Columbia County SWCD- No report given

Sullivan County SWCD- No report given

The Mobil Pelletizer is still up and going. Although we are still in the research and development stage; we have successfully visited several farms and made a variety of pellets. With the poor weather last year and lack of feed stuffs available, it has been a bit tough locating material to pelletize this fall & winter. We are hopeful for nice weather this year and to get out to several farms in the upcoming future.

Envirothon we had 35 teams participate at the SHARP Reservation located in Fishkill, NY. This year Fox Hill academy; from Orange County; won 1st place with 2nd place going to John J from Westchester County and 3rd place going to Yorktown from Westchester County. Fox Hill then went on to win the NYS Envirothon and represent NY in Canada at the Cannon Envirothon. There were 250 total participants involved in this event and a special thank you goes out to all of them! We look forward to this year's Envirothon at the SHARP Reservation on April 27th, 2012.

NYS CDEA - Division VIII 2011 Annual Report

Division VIII encompasses the Lower Hudson (Putnam, Rockland & Westchester), the five boroughs of New York City (Brooklyn, Queens, Manhattan, Staten Island, and the Bronx) and Long Island (Nassau and Suffolk) and as of the 2009 census contains over 12.5 million people, which is two thirds of the entire population of all of New York State. This region is a diverse and unique mosaic of cultural, ecological and developed interfaces and yes, agriculture! In fact, over 49,000 acres of vegetable, floriculture, greenhouse, nursery, vineyard, orchard, grain, and sod crops are produced along with the management of equine, cattle, apiary and small livestock on 860 farms.

In 2011, Division VIII remained dedicated to prescribing visionary and progressive natural resource management for varying agricultural commodities, urban interfaces and ecosystems with reduced District funding and staff.

Water Quality Monitoring:



District staff advanced numerous water quality programs for the vast fresh, brackish and salt water resources in an effort to reduce nutrient and sediment loading and monitor health of the ecosystems. A highlight is Rockland County's Lotic Scene Investigation (lotic means life in swift-flowing water) stream bio-monitoring program that meets and exceeds the highest level of water quality assessments. Baseline data including physical site analysis, photographic site documentation, chemical analysis, and benthic macro invertebrate identification is collected and analyzed and the results are compiled into a comprehensive scientific water quality assessment and impact source analysis. This was the seventh year of this ongoing study.

Shoreline Stabilization and Riparian Buffers:

Westchester County has been involved in the design of with two stream bank stabilization projects on the Bronx River which will incorporate a combination of structural and bioengineering (non-structural) stabilization techniques along the river channel. Riparian buffers will be created to infiltrate and intercept storm water and slow runoff to alleviate flooding. The created buffer will also store subsurface water and slowly release it into the river channel which will control downstream flooding. A third project will restore the riparian buffer and floodplain habitats along a segment of the Mamaroneck River at Saxon Woods County Park, restoring the buffer's functional values, including flood waters storage and water quality improvement. Putnam County also installed riparian buffer plantings towards stream protection and wildlife enhancement and also recognized the needs of disabled individuals through installation of permeable pavers facilitating stream access with cantilever sampling decks.



Green Infrastructure:

Increased technical assistance with the installation of green infrastructure such as green roofs is occurring as the benefits to air quality, wildlife and the reduction of heat indexes and roof runoff is recognized. Nassau District was involved in the installation of a green roof on SUNY Old Westbury by leveraging a portion of their Part C money to the project. The College matched the remaining funds, demonstrating a progressive practice that dually

benefits the environment and saves money in the long run. The installation at an institution of higher education will continue to advance the use of green roofs as professors of the school will be using it as an outdoor classroom for the science curriculum.



Whether in an urban, suburban or rural setting, rain gardens and barrels serve to collect and naturally address roof runoff. These popular landscaping features vegetated with native plants are popping up all over the Division. To demonstrate their use, Nassau County installed a rain garden at a county park that is located on a tributary to the Great South Bay. This is a perfect location and will teach the visitors about this practice, its benefits and also highlight the Districts' activities. Similarly, Suffolk District also designed and installed a demonstration rain garden using native plants in the middle of the parking lot at the District, Cornell Cooperative Extension, and USDA NRCS and FSA co-

located offices to capture stormwater before it reaches the storm drain.

NYC District is very proactive in the installation of all the above practices and they also installed storm water capture wetland planters in the backyard of a low income housing apartment building in the South Bronx. The residents have reported being excited by having vegetation in an otherwise gray backyard and in response have started a gardening committee. Additional planters were installed to encourage vegetable gardening. Rockland and Nassau Counties have been active in encouraging the use of rain barrels, with Rockland County installed ten rain barrels in five towns to demonstrate and encourage their use.



Agricultural Technical Assistance:

On the agricultural front, farmland planning, implementation of conservation practices and administration of agricultural non-point source funding grants and cost share programs were successfully advanced. Granting in total of \$1.6 million (Federal) and \$140,000 (NY State) was received in Suffolk County alone towards improving air and soil quality, protecting water quality and improving crop yields. Upgrading diesel irrigation engines, replacing single-walled fuel tanks with double-walled tanks, as well as installing agricultural mixing facilities, micro irrigation systems and high tunnels are some of the innovative practices that were installed in the Division this year.

Outreach and Education:

Outreach and education programs continue to be an integral aspect of the Division's activities in an effort to foster conservation and resource protection. Numerous 4-hour NYS Sediment and Erosion Control classes were conducted throughout the Division with over 375 individuals representing all levels of government agencies, construction companies, landscape design firms and highway departments benefiting from these trainings. To conduct further outreach on storm water education and management, the Lower Hudson Coalition of the Conservation Districts once again held a regional storm water conference hosting over 180 attendees.



Similarly, the use of ecotypic native plants continued to be advocated through the hosting of the first Native Plant Symposium, a supported effort of many organizations including Suffolk and Nassau County Districts, Long Island Native Plant Initiative and USDA- NRCS. Nationally and regionally recognized experts spoke at the event and over 265 persons attended this sold out event. This is a testament to the importance that residents, businesses, and agencies of Long Island (and beyond) attach to the use of native plants. Additionally, the Division remained active in hosting local Envirothons and serving on water quality, invasive species and farmland protection committees.

Environmental Education Foundation of Soil & Water Conservation In New York State

Supporting Environmental Awareness
Through the Funding of Educational Programs



2011 Annual Report



2011 Envirothon Winners
Orange County Academy of
Fox Hill

The Environmental Education Foundation provided funds to programs designed to increase environmental awareness in today's youth. Funds are focused at the local level where there is the most impact. One such effort is the NYS Envirothon which is designed to test students' knowledge and understanding of natural resource issues within New York State and cultivate their desire to learn more about our natural resources and environmental issues. The spirit of competition stimulates students' interests in environmental concerns and motivates them

to further develop their skills and grow into environmentally-aware, action-oriented adults. In 2011, \$ 12,200 of foundation funds went to supporting the NYS Envirothon.

Environmental Education Foundation Fund Raising Efforts

Environmental Education Foundation banner was displayed at numerous locations at events in an effort to bring awareness to the foundation.



2011 Contact List of Potential Funders

Walmart, State Giving Fund, Trout Unlimited, Alcoa Massena Operations, National Wild Turkey Federation, Bank of America, Birds Eye, M&T Bank, Joyce Foundation, HSBC, Aldo Leopold Leadership Program, Key Bank, National Parks, AT&T, Hewlett Fund, Sallie Mae, Home Depot, Fannie Mae, Ittleson Foundation, Dow Chemical Company, Tyco Employee Matching Gift Program, National Fish and Wildlife Foundation, Tyco Foundation, Ford Foundation, Unilever United States Inc., Iroquois Gas Community Grant Program, Union Pacific Corporation, International paper, Unisys, National Grid, United Technologies, Pepsi Co, USA Interactive, Hamburger Helper, Verizon Foundation, Lowe's, W.W. Grainger Inc., Blockbuster Inc. Wachovia Corporation/Wells Fargo, Alfred P. Sloan Foundation, WellPoint Foundation, Ducks Unlimited, Enterprise Rent-a-car, Ericsson GE Mobile Communications, Federated Dept(Macys), Gallagher Foundation, Gannet Foundation, GE Foundation, Geico Foundation, SBC Foundation (AT&T), Sprint Foundation, Square D Foundation, Sun Trust Bank, T. Rowe Price Associates, Temple Inland Foundation, Boering Company

Financial Review

Revenue for the year was \$ 78,932.23. Expenses were \$ 84,540.64 Total balance \$ 16,821.92

Get involved with the Environmental Education Foundation and send your financial support today - it's tax deductible! Help make a better future by supporting environmental awareness today!

www.nyenviroed.org

New York State Fair Report 2011

Prepared by: Kristin White, Seneca County SWCD, Committee Member

NYS Fair Committee Members

Kristin White, Seneca County SWCD
Seth Dennis, Tompkins County SWCD
Erica Schreiner, Oswego County SWCD
Kelly Emerick, Monroe County SWCD
Tad Gerace, Ontario County SWCD
Jerry Verrigni, Schuyler County SWCD

The NYSCDEA State Fair Committee would like to say Thank You to everyone who once again helped volunteer their time to work shifts at the 2011 Great New York State Fair. We had 52 volunteers from 18 Counties. We appreciate your help!

A newsletter was sent to all Districts with highlights and pictures of the booth. Having something “living” in our booth seems to bring the public in. This year we incorporated the pond with live fish which promoted the “Fish Program” that 28 Districts offer. We also had a fish poster hanging on the wall that showed some of the fish that were on display.

Once again we had a Rain Barrel on display and this year we added an informational handout for people to take.

According to the NYS Fair website the total number of visitors to the 2011 Great NYS Fair was 917,464. This is a lot of potential people we could provide outreach and educational information to.

The committee is in the process of making plans for this year’s booth display. We welcome any suggestions.

Handout Items: ♦District Sales Programs Binder ♦Rain Garden Brochure ♦District Programs & Contact Information Sheet ♦NYS Soil and Water Conservation Districts Brochure ♦Careers in NYS Soil and Water Conservation Districts Brochure ♦Make Your Home the Solution to Stormwater Pollution Brochure ♦and many more!

Winners of the Employee Incentive Award of \$50.00 were: James Balyszak (Monroe County), Corrina Aldrich (Washington County), Ron Podolak (Cayuga County), Elizabeth Mangle (Hamilton County), and Kristin White (Seneca County).

The winners of the coloring contest were 0-5 years was Lily Wang (Tompkins County), 6-8 years was Nick DeSacia (Oswego County), and 9-12 years was Wiley Gifford (Dutchess County). Way to Go!!

We had 483 entries for the Guessing Game last year. The winner with the correct guess was Steven Cooley of Onondaga County.

The dates for the 2012 Great New York State Fair are August 23, 2012 to September 3, 2012.

Kristin White
Chair

Empire Farm Days 2011

The Committee would like to say Thank You to all that volunteered at this year's Empire Farm Days. There were between 60,000-70,000 in attendance this year.

The Committee is working on this year's display. If you have any ideas, please feel free to contact one of the Committee members.

We will remain in the Southwest Main Tent for 2012. Empire Farm Days will run August 7th – 9th in Seneca Falls at the Rodman Lott & Son Farm.

If you are interested in helping the Committee set up or want to volunteer, please contact Kristin White from Seneca County.

Kristin White
Chair

Conservation Skills Workshop 2011

Another successful Conservation Skills Workshop was held in late September. We were able to offer 14 classes this year that covered a wide range of technical abilities. Classes included Basic Surveying, Survey Field to Finish, AEM Tier 3a Planning, Construction Materials, Critical Area Seeding, Invasive Species, Tier 2 for Vegetables and Tree Fruit, Runoff Hydrology, VTA Evaluation, Basic Soils, Green Infrastructure, Farm Safety, and Getting Districts into Forest Management.

This year, our numbers were down compared to past years. Approximately 85 SWCD and NRCS employees, private consultants and private engineers attended. Unfortunately Mother Nature unleashed her rath in the form of Irene and Lee in September. As a result, a number of districts were busy with emergency work, as was State Committee staff.

Good training can't happen without the assistance and support of good people and partners. A huge thank you to:

The staff at the Cortland County SWCD for hosting this event and the many hours that they put in behind the scenes to make it a success. Setting up classroom locations, setting up field visit sites (usually just before the start on the workshop because instructors don't call until the last minute), taking care of the registrations, providing the New Employee luncheon and all the snacks during the week, driving vans for classes – the list goes on and on.

The committee co-chairs this year were Mark Burger, Tom Eskildsen, John Persch and Christine Watkins. A big thank you to the full committee that determines the line up of classes for the year and to the instructors that give their time to educate our participants. Most important, the financial support from the NYSCDEA, USDA NRCS and the Empire Chapter of the Soil and Water Conservation Society.

The planning committee will be meeting in May 2012 to set up next year's workshop. If you are interested in serving on the committee or have training ideas, please contact one of the committee co-chairs. Remember, Conservation Skills is for all employees, not just new employees.



Chautauqua County Soil & Water Conservation District

Frank W. Bratt Ag. Center • 3542 Turner Rd. • Jamestown, NY 14701

Phone: (716) 664-2355 • Fax: (716) 483-0773

E-mail: chaut-co@soilwater.org • web site: www.soilwater.org

Administrative Conference Report

The 2011 Administrative Management Conference was held on October 16 – 18, 2011 at the Radisson Hotel, Utica, NY. This training session was a success and was our second training combined with the NYACD Annual Meeting.

Forty one (41) Counties participated, with one hundred fifty five (155) attendees. There were 55 Directors, 27 administrative staff, 31 managers, 21 NRCS and 23 others. The classes included Roles of Employees and Directors: *Ethics & Public Service*, Benefits of the NYS CDEA- What you don't know is hurting you, An Exercise in Mediation, QuickBooks & Grant Tracking Workshop, Minute-Taking Made Easy, SWCDs Holding Conservation Easements, Fine Tuning Budget Development and Effective Budget Presentations.

The Administrative Committee would like to thank all who participated in the conference and we hope to see more participation at future joint training sessions. All of the Committee Members worked very hard to put together a quality program for the Conference. I would like to thank all of the committee members for their hard work and look forward to working with them on future trainings. The committee is always looking for new ideas for future training and interested people to participate.

Report Submitted by Deb Kelley

Frank Bratt Scholarship Program 2011 Annual Report

The Division I representative traditionally has been assigned the responsibility of administering the Frank Bratt Scholarship Program with oversight by the NYS Conservation District Employees' Association Board of Directors. The scholarship program was initiated in 1990 to assist District employees with furthering their professional development and education. Successful applicants are reimbursed for all or a portion of the cost of credit or non-credit college courses, workshops or other professional development programs. The following report summarizes the administration of two funding cycles for the scholarship program this past year.

There were eight applicants requesting \$3,800 for the June 1st round of funding. The following individuals were recipients of scholarships totaling \$1,500:

- Craig Newkirk
- Raeanne Dulanski
- Polly Weigand

There were five applicants requesting \$1,589 for the January 1st round of funding. All applications were funded.

- Russell Martin
- Katie Sommerfeldt
- Polly Weigand
- Christine Watkins
- Nicole Spinelli

Congratulations to this year's recipients of the Frank Bratt Scholarship! I would also like to encourage all employees seeking to further develop there skills or broaden your knowledge to apply for the scholarship.

In addition to the Frank Bratt Scholarship Program in New York, the National Association of Conservation District Employees offers a scholarship program. The Don Aron Scholarship allows for financial support to a District employee or member of their immediate family who is participating in a resource conservation curriculum while enrolled in an accredited college or university. For more information about the Don Aron Scholarship please visit the NACDE website at www.ncdea.org.

Best of luck!

Mark C. Gaston

Erie County SWCD, Division I Representative

2012 NYSCDEA Annual Meeting

Resolution

Sponsored by: Madison County SWCD and Jefferson County SWCD

Whereas, the employee's of soil and water districts in New York State have long worked with our partners at NRCS to implement a vast array of conservation practices on the landscape, and

Whereas, the New York State Conservation District Employee's Association has long worked with NRCS to train both district and NRCS employee's, and

Whereas, engineering assistance from NRCS has been more difficult to receive in a timely manner in recent years, and

Whereas, Conservation Districts in New York have enlisted their own private engineers to get more conservation work completed for both state and federal programs, and

Whereas, when federal dollars are attached to the project, NRCS requires a review of the design by their technical staff even when a licensed engineer has approved the project, and

Whereas, these reviews are causing unnecessary delays and expense being added to the project.

Therefore, be it resolved that the New York State Conservation Districts Employees Association work with our partners at NRCS to stream line this process to reduce workload and expense to the districts and the farmers we serve.

NYSCDEA By-Laws and Policy Handbook

PREAMBLE

The Envirothon is a competitive event for high school students organized by the New York State Conservation District Employees' Association Envirothon Committee. The New York State Envirothon is sponsored by the New York State Conservation District Employees' Association, Inc. (NYSCDEA), in cooperation with the Environmental Education Foundation (Foundation), the New York State Soil & Water Conservation Committee (NYS SWCC), USDA-Natural Resources Conservation Service (USDA-NRCS), New York Association of Conservation Districts, Inc. (NYACD) and the Empire State Chapter of the Soil and Water Conservation Society (ESC SWCS). The Envirothon Committee is a sub-committee of the New York State Conservation Districts Employees' Association, Inc.

GOAL

The overall goal of the competition is to cultivate a desire to learn more about our natural environment through competitive events. The competition provides students with experience in environmentally oriented activities to enable them to become environmentally aware, action-oriented adults. The overall success of this program is measured by the participating schools with conservation districts and the support of the cooperating agencies involved.

OBJECTIVES

The objectives of the New York State Envirothon program are:

- A. To cultivate a desire to learn more about our natural environment through competitive events that emphasizes hands-on learning experiences.
- B. To develop a greater appreciation for stewardship of the natural environment.
- C. To provide students with experience in environmentally oriented activities to enable them to become environmentally aware, action oriented adults able to make environmentally wise decisions by providing them knowledge of:
 - 1. The effects individual actions have on environmental problems.
 - 2. The interactions and interdependencies of our total environment.
 - 3. Renewable and non-renewable resources.
 - 4. Current environmental problems.
 - 5. Conservation organizations and agencies available to assist them in environmentally related matters.

PURPOSE

The purpose of the Envirothon Committee is:

- 1. To plan and organize the statewide Envirothon competition.
- 2. To provide guidance and advice to conservation districts concerning local competitions.
- 3. To promote the growth of the Envirothon program throughout the State and nation.
- 4. To participate on the Canon Envirothon Committee and pass on information to all Districts statewide.
- 5. To provide training to both SWCD staff and teachers as needed.

NYSCDEA By-Laws and Policy Handbook

MEMBERSHIP

- A. The Envirothon Committee shall consist of representatives from local/state/federal agencies, organizations, groups or concerned citizens who have an interest in environmental education.
- B. Membership within the New York State Envirothon Committee is subject to appointment or approval by NYSCDEA on an annual basis. To be considered a member, an individual must complete a membership form to be submitted to the NYSCDEA.
- C. Voting members will consist of:
 - 1. NYSCDEA, eight members (8), with one member being the Treasurer of the NYSCDEA
 - 2. NY Association of Conservation Districts, one (1)
 - 3. NYS Soil and Water Conservation Committee, one (1)
 - 4. USDA Natural Resources Conservation Service, one (1)
 - 5. Empire State Chapter Soil and Water Conservation Society, one (1)
 - 6. NYS Department of Environmental Conservation, one (1)
- D. All other members will be considered advisory members and will not have voting privileges.
- E. Committee commitment is from September 1 to August 31st.
- F. Representation from the county in which the Envirothon is being held shall be encouraged.

ORGANIZATION

- A. Officers of the Envirothon Committee shall consist of a Chair, Vice-Chair, Secretary and Treasurer of the NYSCDEA.
- B. Officers shall be elected annually by a majority of the voting members. This will take place at the end of the first meeting after the conclusion of the Canon Envirothon. If a slate of officers cannot be selected, then the previous year's officers shall hold office until such time as a new election can be held.
- C. The Chair elect may be formally appointed by the President of the NYSCDEA. The Chair shall be the Executive head of the NYS Envirothon Committee and shall preside at all meetings.
- D. The Secretary shall take minutes of all proceedings of the Committee and shall make them available to the members as soon as possible after the meeting.
- E. Any member may be removed by a majority of the voting members or by resolution of the Executive Board of the NYSCDEA.

CONDUCT OF BUSINESS

- A. The Committee shall meet once a month, a minimum of ten times a year, unless otherwise specified. Special meetings of the Committee shall be scheduled by the Chair.

NYSCDEA By-Laws and Policy Handbook

- B. Committee members are expected to attend at least 80 percent of the meetings. The attendance policy will be enforced. Exceptions may be made at the discretion of the Chair. If a member knows ahead of time that he/she will not be able to attend a meeting, they will be expected to notify the Chair.
- C. A quorum shall consist of a simple majority of voting members in attendance in order to conduct business.
- D. Issues requiring Committee approval shall be decided by majority vote. Each of the voting members shall have one vote.
- E. The Committee shall assign members annually to the following standing subcommittees:

Site Coordinator	Publicity/Information Liaison
Tests Coordinator	Registration/County Coordination
Oral Presentation/Judge Coordination	Volunteer Coordination
Education/Recreational Activities	T-shirts
Door Prizes	Refreshments
Awards	Fundraising
- F. The Chair may appoint special sub-committees as needed.
- G. The Chair will provide a written report to, or attend the meetings of the Executive Board of the NYSCDEA.

FINANCE

- A. The Envirothon Committee's financial records shall be maintained and audited by the NYSCDEA. The Treasurer of the NYSCDEA will provide the Committee with accurate, up to date records at each monthly meeting.
- B. Expenses and reimbursements must be authorized by the NYS Envirothon Committee. The Chair will certify that it is an approved expense and payment will be made by the Treasurer of the NYSCDEA.
- C. The Envirothon Committee will provide a monthly financial report to the Executive Board of the NYSCDEA.
- D. Reimbursement of personal expenses and mileage will be determined on an annual basis, contingent upon the availability of funds.

REPRESENTATION

- A. The voting members of the Envirothon Committee shall elect two (2) representatives to the Foundation Board. The representatives shall attend the meetings of the Foundation Board and act as a Liaison between the Envirothon Committee and the Foundation.
- B. The voting members of the Envirothon Committee shall elect one (1) representative and one (1) alternate representative to the Canon Envirothon. Both representatives shall attend the winter and summer meetings subject to the availability of funds. The representatives shall act as the liaisons between the Canon Envirothon and the NYS Envirothon Committee.

NYSCDEA By-Laws and Policy Handbook

MISCELLANEOUS

A. Transportation

1. If the Canon Envirothon is located far enough away to warrant air transportation, the participating team including five (5) students and two (2) advisors will travel as a group. Two Canon Envirothon Representatives and one (1) winning County Representative has the option to travel apart from the group. The winning County Representative may be District staff or a Director. In the event that a winning County representative is unable to attend, a member of the NYS Envirothon Committee will attend in their absence. Airline tickets will be furnished by the NYS Envirothon Committee. The Canon Representative will be responsible for obtaining airline reservations. Reimbursement for the Canon Representatives and the winning County Representative will be provided by the NYS Envirothon Committee, but no more than the cost of the airfare. Upon prior approval by the NYS Envirothon Committee, vehicle rental reimbursement will be made to the Canon Envirothon Representatives whose responsibility will be to secure the rental vehicle.
2. If the Canon Envirothon is located close enough to warrant land transportation, the participating team, including five (5) students and two (2) advisors will travel as a group. Two Canon Envirothon Representatives and one (1) winning County Representative has the option to travel apart from the group. The winning County Representative may be District staff or a Director. In the event that a winning County representative is unable to attend, a member of the NYS Envirothon Committee will attend in their absence. The Canon Representative will be responsible for vehicle rental. The vehicle rental fee and fuel will be provided by the NYS Envirothon Committee. If a student or advisor chooses to drive on their own or with a family to the Canon Envirothon, it will be done at the individual's expense.

B. Scholarships

Providing funds are available, cash scholarships will be provided to each of the five (5) members of the first place team. The scholarship is only available to students who continue their education at a university or college. The student will have two years from the time of graduation to utilize the scholarship. Any student not enrolled in a university or college by the first semester following the second year after graduation will forfeit the cash scholarship.

AMENDMENTS

Committee proposed amendments to the Guidelines shall first be submitted to the Committee at a scheduled meeting. After review of suggested changes by the Committee, each member shall receive a final draft of the proposed amendment prior to the next scheduled meeting, at which time the amendment shall be voted upon for recommendation to the NYSCDEA.

Amendments to the Guidelines of the New York State Envirothon Committee must be approved by the Executive Board of the NYSCDEA.

Revised and Adopted 9/12/05

GUIDELINES OF THE NEW YORK STATE ENVIROTHON COMMITTEE

PREAMBLE

The Envirothon is a competitive event for high school students organized by the New York State Conservation District Employees' Association Envirothon Committee. The New York State Envirothon is sponsored by the New York State Conservation District Employees' Association, Inc. (NYSCDEA), in cooperation with the Environmental Education Foundation (Foundation), the New York State Soil & Water Conservation Committee (NYS SWCC), USDA-Natural Resources Conservation Service (USDA-NRCS), New York Association of Conservation Districts, Inc. (NYACD) and the Empire State Chapter of the Soil and Water Conservation Society (ESC SWCS).

GOAL

The overall goal of the competition is to cultivate a desire to learn more about our natural environment through competitive events. The competition provides students with experience in environmentally oriented activities to enable them to become environmentally aware, action-oriented adults. The overall success of this program is measured by the participating schools with conservation districts and the support of the cooperating agencies involved.

OBJECTIVES

The objectives of the New York State Envirothon program are:

- A. To cultivate a desire to learn more about our natural environment through competitive events that emphasizes hands-on learning experiences.
- B. To develop a greater appreciation for stewardship of the natural environment.
- C. To provide students with experience in environmentally oriented activities to enable them to become environmentally aware, action oriented adults able to make environmentally wise decisions by providing them knowledge of:
 - 1. The effects individual actions have on environmental problems
 - 2. The interactions and interdependencies of our total environment.
 - 3. Renewable and non-renewable resources.
 - 4. Current environmental problems.
 - 5. Conservation organizations and agencies available to assist them in environmentally related matters.

PURPOSE

The purpose of the Envirothon Committee is:

- 1. To plan and organize the statewide Envirothon competition.
- 2. To provide guidance and advice to conservation districts concerning local competitions.
- 3. To promote the growth of the Envirothon program throughout the State and nation.
- 4. To participate on the Canon Envirothon Committee and pass on information to all Districts statewide.
- 5. To provide training to both SWCD staff and teachers as needed.

MEMBERSHIP

A. The Envirothon Committee shall consist of representatives from local/state/federal agencies, organizations, groups or concerned citizens who have an interest in environmental education. Membership within the New York State Envirothon Committee is subject to appointment or approval by the New York State Envirothon Committee and the NYSCDEA on an annual basis. To be considered a member, an

individual must complete a membership form to be submitted to the NYSCDEA. The membership list will then be submitted to the Employees Association for review. Voting members will consist of:

1. NYSCDEA, eight members (8), ideally with one representative of each Division
 2. Treasurer of the NYSCDEA
 3. NYS Association of Conservation Districts, one (1)
 4. NYS Soil and Water Conservation Committee, one (1)
 5. USDA Natural Resources Conservation Service, one (1)
 6. Empire State Chapter Soil and Water Conservation Society, one (1)
 7. NYS Department of Environmental Conservation, one (1)
 8. Education Professional (1)
- All other members will be considered advisory members and will not have voting privileges.

B. Committee commitment is from September 1 to August 31st.

C. Representation from the county in which the Envirothon is being held shall be encouraged.

ORGANIZATION

1. Officers of the Envirothon Committee shall consist of a Chair, Vice-Chair, Secretary and Treasurer of the NYSCDEA.
2. Officers shall be elected annually by a majority vote of the committee members. This will take place at the end of the first meeting after the conclusion of the Canon Envirothon. If a slate of officers cannot be selected, then the previous year's officers shall hold office until such time as a new election can be held.
3. The Chair elect may be formally appointed by the President of the NYSCDEA. The Chair shall be the Executive head of the NYS Envirothon Committee and shall preside at all meetings.
4. The Secretary shall take minutes of all proceedings of the Committee and shall make them available to the members as soon as possible after the meeting.
5. Any member may be removed by a majority vote of the Committee members or by resolution of the Executive Board of the NYSCDEA.

CONDUCT OF BUSINESS

1. The Committee shall meet once a month, a minimum of ten times a year, unless otherwise specified. Special meetings of the Committee shall be scheduled by the Chair. Business may be conducted through telephone hookup, mail or e-mail.
2. Committee members are expected to attend at least 80 percent of the meetings. The attendance policy will be enforced. Exceptions may be made at the discretion of the Chair. If a member knows ahead of time that he/she will not be able to attend a meeting, they will be expected to notify the Chair.
3. A quorum shall consist of a simple majority of voting members in attendance in order to conduct business.
4. Issues requiring Committee approval shall be decided by majority vote. Each of the voting Committee members shall have one vote.
5. The Committee shall elect members annually to the following standing subcommittees:

Site Coordinator (1)	Publicity/Information Liaison (1)
Tests Coordinator (2)	Registration/County Coordination (1)
Oral Presentation/Judge Coordination (2)	Volunteer Coordination (1)
Education/Recreational Activities (1)	T-shirts (1)

Awards (1)
Refreshments and/or Door Prizes (1)

Funding (2)

6. The Chair may appoint special sub-committees as needed.
7. The Chair will provide a written report to, or attend the meetings of the Executive Board of the NYSCDEA

FINANCE

1. The Envirothon Committee's financial records shall be maintained and audited by the NYSCDEA. The Treasurer of the NYSCDEA will provide the Committee with accurate, up to date records at each monthly meeting.
2. Expenses and reimbursements must be authorized by the NYS Envirothon Committee. The Chair will certify that it is an approved expense and payment will be made by the Treasurer of the NYSCDEA.
3. The Envirothon Committee will provide a monthly financial report to the Executive Board of the NYSCDEA.
4. Reimbursement of personal expenses and mileage will be determined on an annual basis, contingent upon the availability of funds.

REPRESENTATION

1. The Envirothon Committee shall elect two (2) representatives to the Foundation Board. The representatives shall attend the meetings of the Foundation Board and act as a Liaison between the Envirothon Committee and the Foundation.
2. The Envirothon Committee shall elect one (1) representative and one (1) alternate representative to the Canon Envirothon. Both representatives shall attend the winter and summer meetings subject to the availability of funds. The representatives shall act as the liaisons between the Canon Envirothon and the NYS Envirothon Committee.

MISCELLANEOUS

1. Transportation

- A. If the Canon Envirothon is located far enough away to warrant air transportation, the participating team including five (5) students and two (2) advisors will travel as a group. Two Canon Envirothon Representatives and one (1) winning County Representative has the option to travel apart from the group. The winning County Representative may be District staff or a Director. In the event that a winning County representative is unable to attend, a member of the NYS Envirothon Committee will attend in their absence. Airline tickets will be furnished by the NYS Envirothon Committee. The Canon Representative will be responsible for obtaining airline reservations. Reimbursement for the Canon Representatives and the winning County Representative will be provided by the NYS Envirothon Committee, but no more than the cost of the airfare. Upon prior approval by the NYS Envirothon Committee, vehicle rental reimbursement will be made to the Canon Envirothon Representatives whose responsibility will be to secure the rental vehicle.
- B. If the Canon Envirothon is located close enough to warrant land transportation, the participating team, including five (5) students and two (2) advisors will travel as a group. Two Canon Envirothon Representatives and one (1) winning County Representative has the option to travel apart from the group. The winning County

Representative may be District staff or a Director. In the event that a winning County representative is unable to attend, a member of the NYS Envirothon Committee will attend in their absence. The Canon Representative will be responsible for vehicle rental. The vehicle rental fee and fuel will be provided by the NYS Envirothon Committee. If a student or advisor chooses to drive on their own or with a family to the Canon Envirothon, it will be done at the individual's expense.

2. Scholarships

The New York State Envirothon Academic Scholarship Award is designed to financially assist qualified applicants in obtaining degrees or certificates from accredited academic institutions of higher learning. The scholarships are awarded based on team placement at the New York State Envirothon competition.

Instructions

1. Scholarships may be used towards tuition, fees, living expenses, travel expenses, etc.
2. Scholarships are limited to use at an accredited degree or certificate granting institution of higher learning.
3. Scholarships are paid directly to the institution of higher learning. Scholarships may be paid directly to the candidate based on special request and circumstances to the New York State Envirothon committee.
4. Full-time and part-time students are both eligible to receive their scholarship.
5. Students have two years from the time of high school graduation to claim their scholarship.
6. Students need to provide one copy of the official transcript or invoice when claiming their scholarship.
7. Scholarships must be processed through the New York State Envirothon Committee and the New York State Conservation Districts Employees Association.
8. All scholarships are subject to annual funds availability through direct donations or through actual and/or accrued interest earnings from endowments.
9. Scholarships will be awarded without regard to race, color, religion, sex, national origin, age, or state of physical handicap.

AMENDMENTS

Committee proposed amendments to the Guidelines shall first be submitted to the Committee at a scheduled meeting. After review of suggested changes by the Committee, each member shall receive a final draft of the proposed amendment prior to the next scheduled meeting, at which time the amendment shall be voted upon for recommendation to the NYSCDEA.

Amendments to the Guidelines of the New York State Envirothon Committee must be approved by the Executive Board of the NYSCDEA.

Revised and Adopted ~~9/22/09~~

New York State Conservation District Employees' Association Inc.

OFFICER GUIDLINES and RESPONSIBILITIES SUPPLEMENTAL

STANDARDS OF OPERATION – TREASURER

BANK STATEMENTS & RECONCILIATIONS:

- Bank statements are to be reconciled on a monthly basis.
- Reconcile each account; Checking Account, Savings Accounts, and CD Accounts.
- Email or fax the monthly bank statements to all executive board members for review. The Member at Large shall sign off on all reviewed statements. If the member at large is unavailable any of the other executive committee members present may sign as reviewed.
- Original copies of the most recently completed monthly reconciled bank statements shall be provided to the executive board for review at all regularly scheduled executive board meetings

REQUEST FOR REIMBURSEMENT FORMS:

- The “request for reimbursement form” must show the total amount of the requested reimbursement and be signed by the requesting party.
- The signature of the Member At Large verifies the total amount of request reimbursement.
- If the requested reimbursement does not match the verified reimbursement no payment will be made by the Treasurer.
- The signature of the NYS Envirothon Committee Chair is also required for reimbursements for NYS Envirothon expenses.
- The signature of the Treasurer is required when the check is written. The pay date, check number and reimbursement account shall be recorded on the reimbursement form.

DISBURSEMENTS:

- Payments will be issued by press number check only.
- No Electronic Fund Transfers out of any of the NYSCDEA Bank Accounts is acceptable.

REPORTS TO THE BOARD:

The Treasurer shall provide a financial report at each regularly scheduled executive board meeting. The following Quickbooks generated reports are to be submitted to each committee member at least two days prior to the meeting:

- a. YTD Bank Report – showing prior period balances
- b. YTD Income Report

- c. YTD Expense Report
- d. YTD Total Budget vs Actual Report
- e. Check Register Report – Member At Large to review and sign as approved by the executive board

RECEIPTS/DEPOSITS:

- Record funds received into the correct accounts.
- Make copies of checks received.
- Print sales receipt from Quickbooks (use page with the copy of the check)
- Fill out cash receipt book.
- NRCS receipts are done via electronic fund transfer.

PROVIDED EQUIPMENT:

- One lap top computer
- One Quickbooks license

It is understood that the equipment provided to the Treasurer shall be used solely to perform the financial business of the executive board and for official business of the NYSCDEA. Make, model and serial number, along with any computer software license information shall be provided to the Division II representative to be recorded in the records archive. This information should be updated as needed.

HARDSHIPS:

If the Treasurer incurs a hardship which requires a leave of absence from the executive board it is the responsibility of the Treasurer to inform the President and or Vice President as soon as physically possible. The President will make arrangements to collect NYSCDEA equipment provided to the Treasurer within 14 days and coordinate the delegation of the Treasurers responsibilities for the duration of the hardship.

AUDITS:

The President shall provide an annual audit conducted by at least two individuals who are members of the NYSCDEA; one shall be a Division representative and one shall be the Treasurer.

FINANCIAL FORMS:

Request for Reimbursement
Payment Authorization
Fund Transfer
Audit Checklist