



New York State

**Conservation District Employees' Association, Inc.**

January 26 & 27, 2017  
Double Tree E Syracuse  
6301 NY 298  
E Syracuse, New York 13057

**Executive Committee Members**

P.J. Emerick, President  
Jordan Clements, Vice President  
Caitlin Stewart, Secretary  
Kristin White, Treasurer  
Doug Kierst, Member at Large

**Division Representatives**

Judy Bennett, Division I  
Steve Lorraine, Division III  
Laura Benedict, Division V  
Ben Luskin, Division VI  
Erin Somerville, Division VII  
Ann Marie Calabro, Division VIII

**Partners**

Greg Kist, NRCS  
Amber Paice, NYACD  
Brian Steinmuller, NYS SWCC (via phone)

**Absent**

Kelly Emerick, Division II  
Velynda Parker, Division IV



**Minutes**

**I. Call to Order:** January 26, 2017 at 10:02 a.m. with introductions.

**II. Reading and approval of November 17, 2016 meeting minutes.**

- **A motion was made by Kristin, seconded by Doug to approve the minutes as presented. Carried.**

**III. Correspondence** - P.J. passed the correspondence folder to the members in attendance.

**IV. Treasurer's Report** – P.J. mentioned the 4 hour training expense was for his and Doug's attendance of the online course. P.J. continued that CDEA meeting costs came in under budget, saving money. The budget is under on expenses, over on income, and is doing very well.

- **A motion was made by Judy, seconded by Laura to transfer \$3,245.00 from the bucket and silent auction to the Frank Bratt Scholarship. Carried.**

Kristin inquired if the Environmental Education Foundation would be able to apply for a credit card with a large limit to pay for venues for the Water Quality Symposium. Kristin continued that this year has been difficult for her because the Double Tree requested \$25,000 by a specific date, and a hard, early deadline was set for Water Quality Symposium registration to

accommodate this early time frame for payment. When the EEF receives their statement, CDEA will have the money for them. A \$70,000 credit card through the EEF to be used once a year would be helpful. It may be necessary to apply at a few different banks for this large of a limit. P.J. commented that he will ask Kelly to inquire about an EEF credit card for future Water Quality Symposiums at the next meeting. Kristin commented that the EEF would have to apply for the credit card. Kristin continued that the CDEA Treasurer's name may be able to be added to the credit card, and everything could come to her with the exact dollar amount. The hotel will receive payment from the tax exempt organization. The bill would come to Kristin's address, or whoever the CDEA treasurer is at that point. Doug commented that it may be cleaner for credit card statements to be sent directly to the EEF instead of the CDEA treasurer. Ben commented that meetings are usually the first Monday of the month. P.J. inquired if Ben could let the EEF know to contact CDEA with questions.

Kristin continued that she sent the 2017 budget for review, including a Budget vs. Actual for what was spent. Ben commented that the expense for fertilizer tablets has not increased in 5 years, and that item should remain at \$6,000. Kristin continued that the Administrative Management Conference budget was increased for 2017 to allow for more instructors, and that there was more income than expenses. P.J. commented that a course on insurance and District liability may be beneficial to offer at the 2017 Administrative Management Conference. Kristin continued that the Conservation Skills budget remained the same. P.J. inquired if a Level 1 Tech Training will be organized for 2017. Jordan responded that these trainings are driven by new employees, and the training will take place every other year or as needed. Jordan continued that a Tech Training was not held in 2016, and that the funds budgeted for the Level 1 Tech Training could be transferred when the training is not held. P.J. commented that these trainings are inexpensive to run. Doug inquired if anyone raised a concern and asked if the Tech Training would be held. Laura responded that there are many new District employees who would benefit from the training. P.J. commented that Lauren of the State Committee organizes the training. Doug commented that it would be beneficial to reach out to Lauren. Kristin continued that the actual income of the Water Quality Symposium was \$86,251, and the expense was \$58,182.16. This year, Symposium income will increase with the CNMP class. P.J. commented that a Leadership Conference may be held in 2019 or 2020. Kristin continued that Audit, Taxes, and Legal Fees remained the same. The Water Quality Symposium Resource Fair income was \$7,168.34, and the expense was \$849.42.

P.J. inquired if the amount budgeted for the New York State Envirothon scholarship should be reduced due to lack of staff and volunteer support and positions that remain to be filled. Judy responded it should remain the same due to hard times. Judy continued that she has reached out extensively to her Division, but it is difficult to obtain support. Doug responded the scholarship amount should be kept the same for now. Jordan inquired if the scholarship funds should instead go towards event operation expenses. Judy inquired if teams would have an incentive to participate in the NYS Envirothon without the scholarships. Amber inquired if the draw of cash prizes is large. Kristin replied no. Caitlin replied that the Hamilton County Envirothon does offer prizes, and the reason why teams participate is due to student interest and passionate advisers, not prizes.

- **A motion was made by Caitlin, seconded by Kristin for \$2,500 to go towards New York State Envirothon operational expenses including dorms, food, supplies, advisor tours, and National Envirothon expenses, instead of scholarships. Motion failed during the vote.**

Kristin continued with her Treasurer's Report, and mentioned that \$1,500 goes through the EEF for the Water Quality Symposium towards fees for the accountant. The Executive Board expense was \$4,689.05, and will remain the same at \$7,000. Insurance was increased. The Promo / Website expense was \$225.80. Kristin commented that she is creating the new website, hosting fees will be \$300, and she won't charge for updates because they are easy to make. The Promo / Website will remain the same at \$500. NACD Dues, NACDE NE, and the Newsletter will all remain the same. The Sunshine Fund supports the purchase of condolence cards and will remain the same. Office Supplies includes QuickBooks updates, and books of stamps, and was increased. The budget for Division Meetings was raised to \$400. Doug commented that the cost of the New York State Fair may increase due to the additional day of Wednesday. Kristin commented that she is planning for a new trailer costing \$5,000, and funds will be built over the next 2 years to put towards the trailer. Jordan inquired how funds will be generated for the trailer. Kristin responded that expenses have been cut back from 3 to 2 promotional items. Kristin continued that the proposed New York State Envirothon budget was submitted.

Kristin commented that New York State Envirothon scholarships are difficult to administer to the winning teams, and that it would be helpful and efficient for prizes to be cash.

- **A motion was made by Caitlin, seconded Kristin that from 2017 forward, any CDEA scholarship funds for the New York State Envirothon will be rewarded as a cash prize in the year earned.**

Kristin suggested that the New York State Envirothon Committee set a limit on how much is reimbursed for meals for the National Event. For example, only reimburse up to \$5.00 a meal.

Kristin continued that the Golf Tournament budget was left the same. Doug mentioned that he is hoping to keep costs down.

Steve inquired if the expenses of the Water Quality Symposium are based on expenses from past years or the specific charge listed in the budget. Kristin replied that the amount is a combination. Kristin continued that income will be greater than last year. The estimated cost for the 2017 Water Quality Symposium was \$58,000.

- **A motion was made by Steve, seconded Jordan by to accept the 2017 CDEA budget and financial report. Carried.**

## **V. Reports**

### **i. Partnership Reports**

#### **a. NYS SWCC – Brian mentioned the following:**

The Governor's proposed budget for the EPF remains strong at the level of \$300 million. This includes \$9 million for District aid, \$19 million for ag nonpoint source pollution, and \$1 million

for Districts to develop stormwater management programs for community resilience on private land.

Program development for this new funding, if approved, will be done through the municipal subcommittee. Brian mentioned that he is confident these figures will be maintained throughout the process. The SWCC will be seeking feedback on how to implement the program. Initially the thought is to supplement the existing District aid program by adding the roughly \$17,000 per District with other program elements, offering the necessary resources to continue work throughout the communities.

Doug inquired if the \$9 million targeted for Districts is consistent with this year's funds for parts A, B, and C. Brian replied correct. Part A funding is \$60,000, part B funding is capped at \$6,000 and the remainder goes into part C, Performance Measure funding.

Brian continued that ongoing discussions take place at District board meetings and managers forums to ensure that SWCC continues to work with Districts on both qualifying for and investing performance measure funding.

P.J. thanked the state for the executive budget that is proposed, and commented that he hopes funding will stay consistent.

Brian continued that the EPF budget proposes \$1 million for Cornell University, \$500,000 for Cornell Cooperative Extension, and \$15 million for the Oceans and Great Lakes line.

Other facts in the Governor's budget include \$2 billion for the proposed water infrastructure program. This is a large amount of funding for infrastructure including wastewater, drinking water, and source water protection focused on drinking water. Funding is being proposed for manure storage capacity on concentrated animal feeding operations. The DEC CAFO Permit that is expected for release in January 2017 will include stronger language for winter manure application and spreading during extreme climate weather conditions. There is a potential to spread during winter, but that potential has been narrowed. This will most likely be the administrator of the NY State Committee and the Department. Open public forum discussions will take place to allow Districts to weigh in. Doug inquired if implementation will take place in 2018 in regards to this money, and when the Governor wants projects on the ground. Brian replies as soon as possible; the program needs to be finalized, approval from oversight agencies needs to be received, solicitation will be out within the 2017 calendar year, and project implementation would begin in 2017 and stretch into 2018 or beyond.

P.J. inquired about the source of the \$10,000 that is budgeted for NAACC. Brian replied that the NYS Grown and Certified RFP is in a good position to release road stream crossing, and culvert funds. This has been reviewed and signed off on, and should hit any day now. Also, funds come out of the ecosystem based management line. Assistance is needed to help implement NAACC protocol on private lands.

Don Lake requested the support of the SWCC to form a committee for the NYS Certification Program in Erosion and Sediment Control. Don will speak at the next municipal subcommittee. P.J. commented that Don also looked to CDEA for support.

The draft operations manual that Jennifer developed with the Operations Subcommittee is being reviewed. This is a large task. Brian mentioned that he is very pleased with the comprehensiveness of the manual and hopes this will be a living document that is regularly updated with current information. The goal is to have the manual available for Water Quality Symposium, and this goal is on track. Brian appreciates everyone's patience.

Brian thanked the Employees' Association for organizing the Water Quality Symposium, and mentioned that the schedule looks great as always. He looks forward to attending. He was able to confirm Nancy Herter for the SHIPO program to be available for the Managers Forum.

Steve inquired when the round 23 RFPs will be released. Brian replied that they may be released today, and are due March 31. With advanced notification, the deadline can be extended.

Judy inquired about the number of applications that were submitted for specialty crop farms. Brian replied that eligibility review is taking place now, and 29 applications were received. Applications should be ranked by the end of February, and awards will be released soon after.

Brian continued that he is working with the Cortland County SWCD on the job announcement for the AEM / education position.

Kristin inquired if SWCC staff members have registered for the Water Quality Symposium. Brian replied yes. Brian inquired about a credit card payment option. Kristin replied that credit card payments are available.

**b. NRCS – Greg mentioned the following:**

Many issues have arisen with the new administration. NRCS is dealing with changes in priorities, and a hiring freeze. There is no Secretary of Agriculture. The department does not have priorities in place. Press releases, grants, and agreements have been put on hold. Work has slowed down. The hiring freeze has hit hard. Implementation rules are not in place. Long term rules are being written for how the hiring rules will work. The impact to New York includes 31 vacancies. 12 applicants have completed interviews, selections were made, and Human Resources is in process mode. The new rules come out today, and it is the hope that 12 new employees will be hired. Grants and agreements with Districts and partners must go through the Department, adding an additional step. PJ inquired about the impact to the Genesee River RCPP. Greg replied that the RCPP is already in place and won't be impacted. Greg continued that any new agreements will be impacted, and NRCS is dealing with how to get the new applications through the system. There are many unknowns and issues.

17 NRCS staff will attend the Water Quality Symposium. Kristin commented that she will follow up quickly for accounts payable. Judy inquired if it is too late to register NRCS employees. Greg replied that the deadline is today. Judy replied that she will notify her employee.

EQIP programs were selected for funding. For regular EQIP, funds will remain the same or increase slightly. Without the riparian forest buffer, \$3.5 million won't be available this year. The Forest Service did not support this initiative. \$21 – 22 million in FA dollars will come from New York due into contracts and easements.

The CSP sign up is in place and ends February 18. The program is now more user friendly for producers.

The RCPP RFP is out for the 2018 program, and sign up ends at the end of the day on March 9. Active projects are in place.

Amber inquired why riparian forest buffers may lose some money. Greg replied that at the post budget meeting, source water management funds for riparian forest buffers were included. Forest buffers will still be taken care of, but at a different level. Jordan inquired about strong planning with minimum funding for buffers. Greg replied to implement strong planning, and to put planning first instead of contracting. Focus on planning because CRP plans and regular programs are extremely important when competing for funds.

Doug inquired if it would be helpful to contact local congressional representatives and request that they push for a speedy back filling of positions in regards to the hiring freeze. Greg replied that this may be helpful.

Steve mentioned that people are confused about the EQIP process. Farmers are not eligible if they don't have a conservation plan, but are eligible if they have a CNMP. Greg replied that this is an issue. Greg continued that had a discussion with Mark Rowes at National HQ on this issue. Before a contract is drawn up, NRCS wants to make certain that people have a conservation plan in place. Sometimes, poorly written contracts are written without a good conservation plan. A conservation plan will earn the applicant more points. There is a need to have a good conservation plan in place. Steve commented that from a farmer's perspective, this was the same thing as the CNMP process. Field staff take a CNMP and write another conservation plan. Developing another plan that restated what is already in the CNMP slows the process down. Steve has received complaints from farmers and planners because people get treated differently across the State. Steve continued that he wants to make certain that this issue that impacts Districts, planners, and farmers is still on the radar. The current process does not equate to better conservation on the ground. Greg replied that inconsistencies with interpretation exist, and that in depth discussions have taken place in an effort to establish consistency. Steve mentioned that farmers talk across county lines, and people are treated differently from county to county. Steve continued that he is glad to hear that NRCS is aware of the issue and they are moving forward.

Jordan inquired if anything can be done to speed up background checks. Greg replied that Jordan should send an email detailing the concern and Greg will try to speed up the process. The process is taking too long.

Suspended at 12:15 p.m. for lunch  
Reconvened at 12:38 p.m.

**c. NYACD** – Amber mentioned the following:

NYACD is seeking leadership, and new Division Directors in II, III, VII have been recruited. Amber encouraged each Division to have a Division Meeting annually.

Amber passed out a meeting schedule for 2018 and mentioned that the Board meets the second Thursday of the month at 7:00 p.m. A teleconference is scheduled for February 9.

NYACD Legislative Days is March 6 and 7. Legislative Days spreads the SWCD message. Amber requested photos of District projects for the Districts of Distinction Informative Booklet. The event offers networking opportunities for directors and others. A Business Card Challenge has been organized. A Tell Your Story training will be provided by Amber, and this workshop will help directors and District employees identify what is important to the District and how to communicate with legislators for lasting impact and results. Food will be available at the event. Also, an After Hours networking opportunity will take place, with shuttle service to the Plaza near hotel. On Tuesday, legislative appointments will take place. Lunch will be provided. A check list will highlight parking, and what to bring including business cards.

NYACD is working to make programs count for District performance measures.

Jordan inquired if it is appropriate for Districts to speak with legislators outside of their geographical area. Amber replied that meetings are voluntary, and the goal is to spread a unified message of NYACD to all assemblymen and senators not otherwise seen. Appointments are arranged with other people who are influential. Legislative Days presents opportunities to speak with people on the environmental and Ag committees.

Kristin inquired if a NYACD meeting will be held at the Water Quality Symposium as a conflict may arise if the meeting is scheduled for Thursday afternoon, the same time that the State Committee will hold their meeting. Kristin continued that an executive room is available as a meeting space with a table and chairs for NYACD. Kristin requested that if NYACD plans to hold a meeting, to notify her of the day.

Amber continued that the NYACD website has been updated with presentations from the annual meeting for those who want to reference the presentations or for those who couldn't attend. SharePoint is being utilized for minutes and financial documents. This information is also available by email request because they are confidential documents.

A 4-Way Partnership Meeting was held in January. P.J., Greg, Brian and Amber attended. Partner opportunities were discussed. NYACD can assist with Performance Measures including resources for training plans and budgets. Amber finds it helpful to look at how Districts are the same and different in making training plans in an effort to help Districts. Amber inquired when the District Law Training is held. Kristin replied every 3 years. Amber continued that 2 letters were written for the CREP program and for herbicide application. Efforts were coordinated with FSA, the State Committee, and NRCS to write the letters and provide information and feedback.

Locations are being researched for the Annual Meeting.

Outreach will take place with Division Representatives to get representation in providing a Director meeting.

State associations foster partnerships with SWCDs with MOAs between the Districts and NYACD individually. Amber inquired if this been discussed in the past as this would fall under a performance measure of fostering partnerships. P.J. replied to contact the State Committee and make sure performance measures count. Amber commented that she will communicate with Brian before a discussion takes place with the entire committee.

Opportunities exist to expand District presence through the Agriculture, Energy, and Environment budget.

Amber had a conversation with Pat Hooker regarding New York State Fair expansion. Other groups are represented with a permanent, longstanding structure at the Fair. Small booths may under represent a very important group to the state. Kristin mentioned that a permanent structure has been discussed in the past, and an issue is that the NRCS building is out of the way, and visitors do not know where it is or how to find it. Kristin continued that visitor traffic may decrease with the relocation of a permanent structure, and the location is difficult to find behind a building. Greg mentioned that NRCS maintains the building including painting and tree plantings, and doesn't pay for space for the permanent location. Greg continued that new people funneled through to the location and commented they had never been to this area of the fair before. Amber inquired what the booth represents. Kristin responded that the booth is on behalf of New York State Soil and Water Conservation Districts. Kristin continued that she organizes volunteers from Districts to work shifts at the booth, that the booth must be staffed until 10:00 p.m., but volunteers are allowed to leave at 8:00 p.m. Kristin commented that a benefit of having a permanent structure would be opening and closing when we choose. Kristin inquired if CDEA would have to pay for the building to be built. Amber responded that there is a need to fill an empty space by the new pond at the West end of the fair towards the FFA building. Amber will request more information from Troy at the Fairgrounds including available possibilities and opportunities. Kristin mentioned that the flow of traffic is a concern, especially because visitors know to look for the SWCD booth in the Horticulture building.

Suspended at 1:05 p.m. for a tour of the hotel.

During the tour, Jordan mentioned that there will be no corking fees at the Banquet, and drink specials will be available. Jordan also mentioned that personal drinks are not allowed in the bar or at dinner. Ben mentioned that refrigerators will be available in hospitality suite.

Reconvened at 1:21 p.m.

Amber continued with her report, and mentioned that yearly planning included the dissemination of assessment for membership for dues. Kristin mentioned that she has not seen the letter. Amber responded that a letter is included showcasing 2016 accomplishments and what can be expected in 2017.

In 2016, full membership dues were received from 41 districts, partially paid dues were received from 4 Districts, and 13 Districts did not pay dues. Jordan inquired if the Divisions who did not

pay dues correlated to Districts who do not have Directors. Amber replied that yes, there is a correlation.

In the Legislative Days email that was sent, 3 links were included. Districts have an opportunity to be included in a booklet. This resource will be available on the website for Districts to print. The booklet deadline is February 3, and the Legislative Days sign up deadline is February 17.

Jordan inquired if NYACD will host a table at the Farmers Market and Resource Fair during the Water Quality Symposium. Amber responded yes. Caitlin mentioned that she will follow up with information and a registration form.

Planning is underway for the NYACD Annual Meeting. A goal is to increase the value of the annual meeting to Directors, and to include partners. A vendor fair is being organized to encourage sponsor and partner involvement.

A Score Card for Division Directors is being developed as a resource to know expectations and to keep track of being present to Districts year round.

Amber inquired about other ways NYACD can partner with CDEA. P.J. mentioned the importance of District board members to say thank you during Legislative Days. P.J. continued that it is essential to spend time thanking the legislators for the budget we are operating under now, thanking them for thinking of us in the proposed budget, and to please continue to think of us. This message should be taken to District boards, allowing Amber and NYACD to hear it. It is important to talk to your boards, and make sure the message gets to Amber. Jordan mentioned that the tone of Legislative Days should be thank you. PJ inquired if Amber will host a session on what message needs to be delivered to the legislators. Amber replied yes.

Steve inquired if District staff are allowed to go to Albany for Legislative Days if NYACD is no longer a registered lobbying organization. Steve continued that Directors are the lead to our legislators, and there may be conflict when District employees attend Legislative Days. As a citizen, you can speak with legislators on your own time, but we can't put anyone at risk during this event. Legislative Days has been conducted in this way for a long time, with District staff attending the event with NYACD to communicate a message to legislators. Steve mentioned that it is essential to make certain that this process is acceptable, and will not cause trouble for NYACD or Districts. Doug inquired if it is acceptable for District staff to attend without their Directors. Amber responded that District staff must go with a Director. Amber continued that Districts provide their Directors the resources to attend but do not tell them what to say or do. Amber will email the document that John Santacrose presented at the annual meeting.

## **VI. New Business**

**i. Follow up on CDEA CAFO training with DEC** – Steve mentioned the new permit was issued yesterday. More training for farms and manure applicators on farms is underway. No system in New York State is set up to give those trainings, and no real curriculum exists. The training would be similar to the erosion and sediment control training, where everyone is taught the same information. A presentation would be developed, followed by a train the trainer that would qualify certified CMP or CCA individuals to teach the training. Steve inquired if

employees support this going forward. Doug commented that this training should not be similar to the 4 hour course, and should receive even coverage across the state. Doug inquired if we are able to handle the entire state. Steve replied that the training would be more like a 2 hour course. Steve continued that Scott is willing to take it to Albany if we are willing to offer the course. P.J. inquired if Districts are able to charge for the training. Steve said this will be worked out, and he will let Scott know if CDEA is interested in supporting the training.

**ii. Elections** - P.J. mentioned that Nichelle Billhardt sent an email for CDEA Executive Board and Division Representative nominations. Steve mentioned that Nichelle will collect information about the nominees. If someone doesn't run, nominees will be sought at the Symposium.

## **VII. Reports (continued)**

### **i. Division Reports**

**a. Division I** – Judy shared the report appended to the minutes.

**b. Division II** – No report provided.

**c. Division III** – Steve mentioned that he sent an email to his Division, and no one responded to his request. They are all busy, and a lot of work is going on. Steve is closing out a soil health mini grant, and it is more in depth than he expected. Steve mentioned that anyone closing out the soil health mini grant should be certain to have photos, receipts, and everything that was done as if it was an EPF grant.

Steve left at 1:51 p.m.

**d. Division IV** – Velynda submitted her report, appended to the minutes.

**e. Division V** – Laura mentioned that Franklin County has a new technician, and shared her report appended to the minutes.

**f. Division VI** – Ben mentioned that a division meeting was held and shared his report appended to the minutes.

**g. Division VII** – Erin shared her report appended to the minutes.

**h. Division VIII** – Ann Marie shared her report appended to the minutes.

## **VIII. Committee/Meeting Reports**

**i. Conservation Skills Workshop** – Kristin mentioned that she has started working on the new CDEA website, and a tab will be included for Conservation Skills, the Water Quality Symposium, other training sessions, and 4 hour classes. Kristin requested to send her information to include on the website. Judy inquired if the website is up. Kristin replied that the site has a temporary domain, but people with an NRCS server can't view it because the name is blocked. Kristin continued that you can view the website at home instead of on NRCS computers.

**ii. Envirothon Committee** – Blanche L Hurlbutt, NYS Envirothon Chair submitted her report appended to the minutes.

**iii. Frank Bratt Scholarship** – Judy submitted the below report.

- Active Frank Bratt Scholarships:

<u>Name</u>	<u>Award Date</u>	<u>Amount</u>
Brenden Wagner	June 2014	\$ 341.00
Kristin Ballou	January 2016	225.00
Melanie Saunders	January 2016	<u>376.00</u>
		\$ 942.00

- Cheyenne Youngs of St. Lawrence County submitted a request for payment of \$480.37 relative to her award under the June 2016 round of funding. Approved by Judy Bennett and sent to Member @ Large.
- Received 3 applications for the January 2017 round of funding totaling \$1,500.
  1. Nicole Laible, Rockland County SWCD Employee - \$500 for Legal Issues in Public Administration
  2. Michelle Vedder-Drew, Columbia County SWCD Employee - \$500 for Biodiversity & Conservation Policy: Policy Issues
  3. Calum Lewis, Steuben County SWCD Employee - \$500 for Calculus II
- Sent an email to Division Reps with the applications attached for their review.
- **A motion was made by Kristin, seconded by Laura to approve the 3 Frank Bratt Scholarship applicants. Carried.**

**iv. State Fair Committee** – Kristin mentioned that a meeting took place last month and this year’s theme is Stormwater. Kristin continued that Erica Schriener might have some displays for use. The State Fair opens a day early on Wednesday. The annual invoice for the State Fair was sent.

**v. Environmental Education Foundation Committee** – Ben mentioned 1 or 2 positions are still empty for Members at Large. The application process for the SAM and DUNS number is taking place. Different funding options are being researched. The Envirothon budget is being analyzed for support.

**vi. Municipal Assistance Subcommittee** - P.J. mentioned that a meeting will be held in early February, and he will call in if he can’t attend. This committee addresses stormwater, some streambank issues, and slope stabilization. Meetings do not take place very often. P.J. mentioned that he keeps in contact with Jennifer Clifford. The New York State Erosion and Sediment Control Certification started yesterday. CPESC is a difficult organization to deal with due to the rising cost of certification. Don Lake wrote the ESC book. New York State certification is needed. Don spoke with Kelly Emerick, Jim Lieberum, and Tim Clark, and things are moving forward. Don has a clear vision of where he wants to go with certification, and looks for approval from the State Committee, CDEA, and NYS DEC to support certification. An idea was discussed for CDEA to support certification for administering the program. The program would require a certain number of hours of course work. Laura mentioned that

registering for the CPESC exam is very difficult due to a lack of testing facilities offered for the exam. P.J. mentioned that there are 265 CPESCs in New York State. DEC supports this new certification, and they want CDEA's support for administration.

Via phone, Jim Liebrum commented that he spoke with Don Lake. CPESC has changed over the years regarding the certification process and cost. NYS testing locations are hard to find. Don wants to make sure New Yorkers are doing the right thing, obtain certification, have support, and are offered a professional experience. Don envisions a NYS certification. If you are currently a CPESC, you would be grandfathered into the program, work with the State, work with permits, and conduct inspection reviews that CPESCs are allowed to review and sign off on. A NYS certification would be provided. Don proposed that the DEC, CDEA, State Committee, Department of State and New York City DEP work together to move the process forward. This process needs to be well thought out. Liability is a question. P.J. mentioned that this could be an earned income for CDEA, and that Don didn't want to move forward without a CDEA resolution. Jim mentioned that qualification levels are being looked at differently. Doug mentioned that as long as standards are the same, the proposal is a good idea. Doug continued that the program can't be too lax, and that high standards need to be maintained. PJ mentioned that Don will do all of the work with DEC. PJ continued that he thinks it's a great idea, and that a subcommittee will be formed to act as a review committee.

- **A motion was made by Doug, seconded by Caitlin for CDEA to support the efforts of Don Lake and others in going forward with a New York State Erosion and Sediment Control Certification. Carried.**

Suspended at 3:12 p.m.

Reconvened at 3:21 p.m.

**vii. Operations Manual Committee** - P.J. mentioned that Nichelle Billhardt first started the process of working with the SWCC to update the Operations Manual, and that this is the blue book that has everything you need to know to run your SWCD. Now it's finally coming to completion. Jennifer will roll it out at the Managers' Form and the Clerks' Forum. P.J. thinks it's an awesome effort with a lot of people helping and working hard to update the existing manual. P.J. wants to print the manual for every office, and feels that costs could be decreased with funding sources or a partner with a local printing business. A binder would be a user friendly format. Ben mentioned that Lauren Prezorski would be a good contact for funding sources. P.J. mentioned that he will approach the state or CDEA with a funding request. Ben mentioned that printing expenses should be put out to bid. Doug mentioned that he will check with Lisa for printing options. P.J. mentioned that he will follow up and make a phone call to Lauren and Mike.

Ann Marie inquired if a training schedule for new employees would be included in the operations manual. P.J. replied that the document focuses on how to run your District administratively, but does not focus on trainings. Ann Marie inquired what trainings are needed for a new technician. P.J. replied that Tim Clark is a good contact to answer that question. Doug replied to reach out to other Districts. Ann Marie mentioned that it is difficult to meet performance measures when the County doesn't offer trainings and restricts travel and comp time.

**viii. Other** – none.

- **A motion was made by Kristin, seconded by Ben to suspend for the evening at 3:31 p.m. Carried.**

**Reconvened at 7:57 a.m. on January 27, 2017**

**IX. Old Business**

**i. Follow up on CDEA online 4 hr. course** – P.J. mentioned that Kelly spoke with SUNY Brockport, and students are able to film the slides and edit the production. The Board can decide who will voice the script. Kelly has a good contact with Brockport. P.J. mentioned that he thinks this effort should be advanced. Wendy Walsh and Jessica Verrigni may be able to assist with the video. Caitlin mentioned that she will speak with Jessica and Kelly to help with the script and flow of the video. P.J. continued that the DEC supports this effort. Ann Marie mentioned that she is also glad to help. P.J. continued that certificates and wallet cards will be easy to administer. Ann Marie inquired who will manage the wallet cards and certificates. P.J. responded that that detail will be determined later. Kristin mentioned that she will determine how to put the course on the website, and that PayPal is already set up. The participant will receive an email that the course was taken and completed, and a unique verification code will be given. Caitlin mentioned that she will look into YouTube and Vimeo for privacy and the ease of embedding the video to the CDEA website. Kristin mentioned that she has CDEA envelopes for mailings. P.J. mentioned that this will be an excellent earned income program because people find online courses desirable and efficient.

**ii. Discuss/change CDEA Committee information sheet** – P.J. mentioned that the sheet needs to be updated and uploaded to the website. The CDEA committee leads need to be updated, and page 2 is outdated. Doug inquired if we should disband committees that are no longer active. P.J. commented that he will send the document to Kristin who will convert it to an electronic version for statewide review.

**iii. Tour/finalize all 2017 Water Quality Symposium classrooms, AV equipment, meals, breaks, etc. with hotel staff** – P.J. inquired about AV equipment. Jordan mentioned that he received an estimate of \$4,800 for the hotel to supply AV equipment and offer IT support, and this estimate is negotiable. Kristin commented that this cost is worth it because AV equipment supplied and supported by the hotel will eliminate problems and concerns. Jordan mentioned that another option is to purchase equipment specifically for WQS courses. P.J. mentioned that another option is for the presenters to bring their own equipment. There is \$26,252 in the Farmers Market budget that could be used to go towards AV equipment. P.J. inquired if the gun raffle goes into the Farmers Market fund. Doug replied yes, he thinks so. Hotel staff present during this discussion mentioned that laptops are included in the price with projectors, screens, and tech support for 9 rooms.

- **A motion was made by Jordan seconded by Kristin to spend \$4,800 on AV equipment for the 2017 Water Quality Symposium through the hotel. Carried.**

**iv. CDEA website transfer follow up** – Kristin mentioned that she began to put together the new CDEA website. The About Us menu contains Executive Board, and Division Rep

information. The website will also include information about the State Fair, the program sheet with resources and contact information, the professional talent pool, the Water Quality Symposium, Conservation Skills, Conservation Boot Camp, CNMP training, soil health, useful resources, and the reimbursement form. Doug mentioned that putting invoices on SharePoint would be beneficial. Kristin continued that meeting minutes, agendas, and the budget for committees will also be on the website. P.J. mentioned that the certified trainers listing should be up to date, and will change periodically. Kristin continued that the website will also have information about the Golf Tournament. Doug mentioned that the Water Quality Symposium would be a great opportunity to request photos and roll out the new website. Caitlin mentioned that she will scan the hard copies of the minutes for Kristin to post to the website.

#### **v. Other old business**

Kristin mentioned that she has not yet looked into a lock smith for the safe.

Jordon mentioned that the old CDEA logo could be updated. A statewide competition could be organized inviting people to develop a logo that will be put up for vote. P.J. mentioned that he will send an email requesting that logo entries be submitted to Erin.

Caitlin inquired about the renewal of the Ronny Raindrop trademark. Correspondence states that the registration expires September 1, 2019. P.J. replied that this issue will be revisited soon so that the registration does not expire.

Kristin mentioned that the gun raffle goes into resource training.

### **X. New Business**

**i. Discussion on proposed EPF budget info** – P.J. mentioned to thank our legislators for supporting the EPF and to keep the momentum going forward with NYACD. P.J. continued to please plan to go to Legislative Days. P.J. is uncertain if we can attend without our Board of Directors. P.J. inquired if we should go with the Farm Bureau. Amber replied that it's her understanding the reason NYACD holds Legislative Days the same time as the Farm Bureau is because the Farm Bureau member on the SWCD board will attend. Amber continued that the challenge is the time limit with half for the Farm Bureau and half for Districts. Only a few people attend for both Farm Bureau and Districts. P.J. mentioned that the Farm Bureau has taken an advocacy stance that District's cannot take, and Districts need to make certain that a policy stance is never taken that could adversely impact Districts. Amber mentioned that District staff can only speak on legislation. She continued that there is some confusion due to Districts and Farm Bureau sharing the same day. Doug mentioned that it is difficult to go on the same day as Education. Amber replied that the challenge is that during session, people do not know when the legislators will be available. Doug mentioned that Districts do sometimes blend in with the Farm Bureau. Doug inquired if Amber could ask Districts how they feel about attending Legislative Days with Farm Bureau. Amber called John Santacrose to inquire about Legislative Days and to make certain District employees don't violate any rules by attending. John mentioned that he is not acting as an attorney on our behalf, and that what follows is only information. John continued that the view on Legislative Days is we're going to the legislature to provide information. We're not trying to change or affect policy. We are providing information, we are a resource for the members of the legislature so when questions arise about

soil and water conservation, legislators can reach out to us. We are going to say thank you. We understand and can translate state law into action, such as AEM. We educate legislators about how we work, and how we serve as an educational role. We aren't asking for policy change, and we are not lobbying. We keep ourselves in the legislators' minds so that when things come up that impact soil and water, they know to call Districts. There is a difference between providing information and swaying a legislator for policy. Amber inquired if employees can attend without a District Director. John replied that District staff should attend with Directors, or you can attend with another District who has Directors at the meetings. District staff should not go to a meeting without a Director because that would not represent NYACD. A District staff member can attend without their board members by identifying with a neighboring District Director. If you attend on your own, you cannot speak during the meeting, but you can make an appointment for your Director for a future meeting. P.J. thanked John for the information.

**ii. Discussion on CDEA group insurance (dental, vision) from NYCON – P.J.** mentioned that he has been speaking with Chris Mason. NYCON offers insurance, and they are similar to a Chamber of Commerce set up for businesses. CDEA would pay NYCON a yearly fee, and receive a good deal on dental and vision insurance. P.J. continued that he does not feel this will work. P.J. mentioned that Chris passed along flyers with more information about insurance. NYCON is a one stop shop for insurance. NYCON provides support and guidance on health insurance options. Members pay into NYCON. Annual dues were listed. P.J. mentioned that he does not feel CDEA would qualify for NYCON because we are not a non-profit organization. Amber inquired if P.J. considered speaking with NYACD. Jordan replied that all District insurance policies are different. P.J. mentioned that it is unfortunate Districts can't have a state wide insurance policy. Kristin mentioned that insurance needs to remain separate. Jordan mentioned that his District's current insurance plan may be better than what NYCON offers. Doug mentioned that he contacted Key Insurance and Benefit Services, Inc., for more information about a Health Consortium. Doug continued that with 2,000 members, it is possible for his county to lower the cost. A municipal corporation would not be able to participate. P.J. mentioned that it would be wonderful for employees to have a cheaper health care plan, but the rules of the insurance industry don't allow this.

**iii. Follow up on 2 hr NYS DEC MS4 inspector training program for Districts – P.J.** mentioned that there has not been movement forward to completing the training, however, this program is needed. P.J. continued that a municipal subcommittee meeting will be taking place on February 8 in Albany.

**iv. Other New Business**

Ann Marie inquired if P.J. has thought of a nomination for the President's Award. P.J. responded that he will continue to think about this. Ann Marie commented that the awards are going well. Erin inquired if a print frame will be presented for the Croney Award. Ann Marie replied that she will reach out to the applicant and see what is best for the recipient. Erin mentioned that the cost will remain close to last year. Erin mentioned that she will reach out to Lindsey for flowers.

- **A motion was made by Caitlin, seconded by Jordan for a budget of \$300 for the Croney award. Carried.**

Kristin inquired about wine for the banquet. Ben mentioned that John Perch has organized the wine.

P.J. mentioned that he will complete the packet and speeches.

Kristin inquired if wine glasses will be offered during the Farmers Market at the Water Quality Symposium. P.J. replied that he can pick them up. Kristin commented that Christine needs to be notified to bring her own cutlery. Jordan replied that he will call Christine. Amber mentioned that Syracuse First is a good resource for vendors for the Resource Fair. Doug mentioned that he will reach out to Mark Burger for local foods. Ben mentioned that the hospitality room is ready, and that it will open at a certain time. P.J. mentioned that Mark Burger has elected officials arranged to speak. P.J. inquired about resolutions. Doug mentioned that resolutions need to be received 30 days prior to the meeting. Caitlin mentioned that in the past, a state wide email was sent requesting resolutions. Ben mentioned that a signup sheet is accessible at the registration table. Jordan mentioned that the silent auction and bucket raffle is the responsibility of Steve and Velynda. P.J. mentioned that he cannot find the banner. Jordan replied that he will bring the banner from last year. P.J. mentioned another banner could be made after the WQS.

Jordan mentioned that he will not run for Vice President again, and will let Nichelle Billhardt know. Jordan continued that he has been with his District for 9 years, and has served on the board for 8 years. Jordan said he has enjoyed serving, but has a lot on his plate right now. It's great to be involved. P.J. mentioned that if someone runs for president, he will happily step down, but if no one runs, he will be happy to continue as President. P.J. has enjoyed serving with the committee.

**XI. Next meeting** dates – TBD.

**XI. Adjournment**

- **A motion was made by Jordan, seconded by Kristin to adjourn at 9:57 a.m. Carried.**



---

Caitlin Stewart  
Secretary

## Division Reports

### Division I, Judy Bennett

I sent an email out to all the Districts in my division to see if they had anything they would like me to report.

Orleans County SWCD reported the following:

- Working diligently on Year-end reports.
- Planning for our annual meeting to be held February 17, 2017.
- Submitted 10 applications for the NYS Grown & Certified Specialty Crop Grants.
- Hosted the WNY Soil Health Alliance workshop on December 21 with 152 participants.
- Participated with the NRCS Local Working Group meeting.
- Spring Tree & Shrub Sale is underway.
- Starting to plan for the Niagara/Orleans Regional Envirothon.
- Working on Soil Group Worksheets for Ag Value Assessments.
- Working on AEM Year 12.
- Working on designs for several BMP's to be completed this coming construction season.

Cattaraugus County SWCD reported the following:

- We will be closing out a Round 18 AGNPS Grant.
- Completed a concrete waste storage under Round 21.
- Getting geared up for some additional projects in 2017 under rounds 20 & 22.
- We have completed projects on several farms under the Southern Tier Ag Industry Enhancement Program. Projects include equipment buildings, barn renovations for cattle comfort, grain dryers, manure handling infrastructure, etc.
- We continue working on preparing projects to be funded with Lake Erie Watershed Protection Alliance (LEWPA) funding.
- Spring tree sale is underway.
- Planning for Envirothon is also underway.
- Working on the Annual Reports.

Wyoming County SWCD reported the following:

- Working on various Annual Reports to NYSSWCC.
- Working toward the Close-out of the Silver Lake/Genesee River Round 17 Ag NPS Grant.
- Working on Ag Value Assessments.
- Continuing to make progress in AEM Year 12.
- In the process of hiring a new SWCD Technician.

I did not hear back from any other county.

Submitted by: Judy Bennett, Division I Representative

## **Division IV, Velynda Parker**

**Broome** – no report

**Chemung** – The District had another very successful year doing stream projects in cooperation with our municipalities. With our stream program, mirrored after Steuben County, we completed eighteen (18) projects in three (3) counties (Chemung, Schuyler, & Yates). All jobs we accomplished were well over one million dollars in construction work. Utilizing municipal funding, grants, private landowner contributions, as well as funding from the District. This program was established in 2011 with a five (5) year inter-municipal agreement. We are happy to report all municipalities signed on for an additional five (5) years. The District continues to implement the AEM Program, as well as administer grants and the STAIEP funding. In December the District hosted its annual Christmas Luncheon that has been held for almost forty (40) years. We had approximately 220 people in attendance to view a PowerPoint on the District accomplishments of 2016. The Stormwater Coalition was established in 2008 and is now full staff with the hiring of Nikole Watts as the new Stormwater Educator. The staff includes an Engineer, Technician, and Educator. Their purpose is to make sure the MS4 Community stays in compliance with the NYS Stormwater Permit. The District is now heading into another recycling endeavor. We have an Ag Plastic, Pesticides Collection, Tire Recycling Program, along with some composting. This year we will, in cooperation with the Stormwater Coalition, hold three (3) E-Waste Collection Days for electronics. Our hopes are to keep the unwanted TV's and computer monitors out of our road ROW and waterways. The District and Stormwater Coalition is proud to have Nikole Watts join the ranks of the District family. Nikole was hired as the new stormwater educator on August 8th, 2016. Nikole is a graduate of Notre Dame High School and holds a bachelor degree in Marketing from Cazenovia College. Nikole grew up on a dairy farm and is looking forward to working with the District, Stormwater Coalition, as well as all others in the stormwater education arena.

**Cortland** – no report

**Chenango** – Combining State Grant Dollars, and Federal dollars when available helps reduce out of pocket costs for our Ag producers. Comprehensive Nutrient Management Plans, Barnyards, Silage Leach-ate Treatment Systems, Grazing Systems, Cover Crops, Access Control, Manure Storages, Set Aside and Buffer Work across the county has greatly improved the water quality here in Chenango County. The work the District has done has enabled us to stretch dollars, educate staff, educate producers, perform on-going assistance and follow up needed to ensure the implementation of environmentally sound, Best Management Practices. Every year the District inputs completed Best Management Practices into the Chesapeake Bay Model. By doing this, it helps show the Environmental Protection Agency, our farmers are doing their part in reducing the nutrients reaching the Chesapeake Bay.

On December 15, Governor Andrew Cuomo announced the release of the Southern Tier Agricultural Industry Enhancement Program (STAIEP), developed to help boost the agriculture economy in the Southern Tier of New York State. Of the \$25 million budgeted for our eleven-county region, I'm happy to report Chenango County will be receiving \$3 million over the next five years. To date the District has been through two signups. Round one has seen twelve successful farms apply with six farms starting projects and one completed. In Round two the District has seen 15 farms apply for the remaining money. Round two is in the process of being

ranked as we write this report. The purpose of the program is to assist farmers with the implementation of an approved business or environmental plan that will increase farm production, enhance profitability or provide environmental enhancements on the farm. In 2016 approximately \$1.3 million dollars was spent implementing Agricultural Best Management Practices in Chenango County. The local impact on our economy is tremendous and hard to measure. I'm sure if you were to ask any of the local contractors, independent haulers, local gravel pits, Saunders Concrete, Steel Sales in Sherburne, and local Building / Hardware stores as to the effect this has on sales and keeping people employed, it would be great. The District consistently works with 10 – 12 local contractors that employ approximately 40 people. In 2016 the District was successful in acquiring a Water Quality Improvement Project grant (WQIP) through NYS DEC. With this grant the District will start and grow a County Wide Hydro Seeding Program. In 2016 the District has also taken over the annual inspection of the six floodwater retaining structures in the county and uploading in the Dam Watch program implemented by NRCS. With the introduction of the new STAIEP program run through the District, we will continue to see a tremendous boost to our farming community and our local economy.

**Delaware** – no report

**Otsego** – Very busy with Ag Nonpoint source close outs. At the same time, prep for round 23 Ag Nonpoint source grants. We're working on producing CREP plans with our cost share agreement with NRCS. We are also working on end of year reports and everything that goes on with that. We will be offering a 4 HR Sediment & Erosion Control class on March 8th at the Holiday Inn, Oneonta NY, \$100.00 per person. Cover Crop & Soil Health Class on April 5th 10:00-3:00. We are also providing a Winter Manure Spreading class this Thursday January 19 from 12:30-3:00.

**Schuyler** – We are building Ag. projects through STAIEP and AGNPS, working on end of the year reporting, setting up next year's construction schedule, wqip plans of work, prep for annual banquet, many shoreline and stream permits, building bluebird boxes, and rain barrels, and some ag value assessment's.

**Steuben** – To date Steuben has completed 12 out of 41 Round 1 STAIEP applications, 26 applications were received for Round 2 with no word on ranking; tree orders are being sent out; active with ag assessments; two (2) out of five (5) WQIP projects are complete and we're seeking no cost time extension on two (2) WQIP projects; working on end of year reports; mining pit renewals are under way for County and municipalities; held a Cooperator luncheon in December to recognize a farmer and two highway superintendents for BMP implementation and County DPW employee for his dedication to the Shared Service Program; looking at projects for the District Streambank Stabilization program and currently there are 22 projects totaling \$236,660; will be purchasing a new excavator & a truck this year with other equipment will be sold either by bidding or online auction ; staff will be attending the NACD meeting in Denver, Co at the end of the month.

**Tioga** – Working on closing out two Ag Nonpoint Source grants that completed construction last year. We are also holding several 4-hour erosion and sediment control trainings this winter and are currently working on annual reports and closing out our 2016 financials in preparation of our

annual audit. SWCD staff are working on planning and design for 2017 construction season. We are looking to hire a new technician in 2017 to assist with our Ag programming. USC will be holding a 2-day retreat in February with a focus on strategic planning and meeting the Chesapeake Bay TMDL goals. All committees of the USC have met over the last month in preparation for the retreat giving opportunities for partner feedback

**Tompkins** – The Tompkins County Soil and Water Conservation District said goodbye to James Balyszak at the beginning of December as our Hydrilla Program Manager. He took a job with the City of Ithaca police department as a police officer and is now in active training at the academy. He will be missed and has left some big shoes to fill. We have just hired a Conservation Technician, Mike Hall, who was working as a Seasonal last year with us. Mike will take over some of the role of the Hydrilla program as well working with our Hydroseeding, Compost and other invasive species program within the District. Welcome aboard Mike! The District has purchased a new “compost bark blower” for use within the county. This will aid in adding compost as a top layer soil horizon for those bare construction sites and also creating compost filter socks in replacement of silt fence. If any District is interested in looking at the blower, getting a demo, or having some projects done in their county please let Jon Negley or Angel Hinickle know at the Tompkins County District and we will arrange the details.

## **Division V, Laura Benedict**

### *Division Wide*

- Working on Annual Reports
- Events
  - Division Meeting held November 30
    - 20 attended, everyone had a great time

### *Clinton County*

- Getting ready to work on Round 23 AgNPS applications and planning for the coming year. Looking to hire 1 or 2 interns for the summer projects. We did submit a grant to LCBP to purchase a trailer mounted vacuum excavator

### *Essex County*

- Working on two timber sales, and several forest management plans
- Preparing for 2017 Tree Sale by updating order form and descriptions list
- Applied for Climate Resilient Farming and 4 Lake Champlain Basin Program grants
- Put in spring order for Trees for Tribes on 5 sites
- At least 3 attending WQS
- Welcome Alice Halloran, our new District Technician that will be working on stormwater projects

### *Hamilton County*

#### Hamilton County SWCD General Conservation Activities

- Assisting Towns of Arietta and Lake Pleasant with DEC Aquatic Invasive Species Grant reports and reimbursement requests.
- Assisting County with Emergency Management Cell Tower.

- Development of 2017 Tree & Shrub Program
- Organizing Lake Association "Protect Your Lake" Seminar for summer 2017
- Coordinate data collection for Invasive Species Section of Upper Hudson River Watershed Revitalization Plan
- Developing cemetery plot management map for Town of Arietta
- Promoting and assisting landowners with signup and implementation of NRCS RCPP

Conservation Education Programs and Events:

- Preparing for the 2017 Hamilton County Envirothon
- Social media updates and press releases
- Invasive insect forest survey of Moffits Beach Campground with Tom Colarusso of the Animal and Plant Health Inspection Service
- Information booth at Hamilton County Health and Benefits Day
- Conservation Field Day awards ceremonies for the essay and poster contest participants
- Attended the Adirondack Lakes Alliance round table discussion
- Board of Supervisors presentation of our 2016 accomplishments
- Assisted with reviewing the updated New York State Envirothon website

*Warren County*

- Four of us are attending the WQS.
- We will have one or two new board members by March.
- We received one NYSDEC WQIP grant (ESC), one was not funded (Culvert).
- Life moves pretty fast. If you don't stop and look around once in a while, you could miss it.

**Division VI , Ben Luskin**

**Albany County**

- Installed a 175 square foot pollinator garden with over a dozen native species at the Lawson Lake County Park Visitor Center.
- Planted over 200 trees and shrubs at the North and South Treatment facilities of the Albany County Sewer District. Provided them with 10 bluebird houses
- Provided 150 Home Water Analysis Kits to county residents with private wells
- Provided a High Tunnel to the Bethlehem Middle School "Green Team" to help extend the growing season of their classroom gardens

**Fulton County**

No Report

**Montgomery County**

No Report

**Rensselaer County**

No Report

**Saratoga County**

The last several months have been grant time in Saratoga County. We have been steadily working on grant applications for the New York Grown and Certified grant program as well as working on closing out an Ag. Nonpoint Grant. We have also been preparing for our spring tree and shrub program which will be held the last weekend in April. We have also been working with the Upper Hudson River Watershed Coalition to create a plan for the Upper Hudson River Watershed. There are also RCPP signups occurring this February.

### **Schenectady County**

No Report

### **Schoharie County**

The Schoharie County Soil & Water Conservation District had a busy fall. We closed out 2 Ag Nonpoint grants by completing 2 large barnyard projects in the Towns of Seward and Jefferson. We continue to work with the 4 NY Rising Projects for the Town and Village of Schoharie and the Village of Middleburgh. Just completed 4 very successful CAFO inspections with DEC. Assisted in the monitoring of the completion of one of the EWP projects on the Platterkill Creek in the Town of Gilboa and one on Dave Brown Mountain Road in the Town of Blenheim. Completed 2 mined land reclamation plans for the Towns of Gilboa and Conesville. Constructed and rain garden in conjunction with Cobleskill-Richmondville Central School and their environmental studies class.

### **Washington County**

- Round 17 & 18 Ag Nonpoint: Working on closeouts
- Round 20 Ag Nonpoint: Completed partial closeout
- Round 21 Ag Nonpoint: Ongoing construction of a 6.1M gallon earthen manure storage system and a large silage leachate collection & treatment system
- Finished updating the Cossayuna Lake Watershed Management Plan
- Soil Group Worksheets
- Preparing for the tree and shrub program
- Upper Hudson River Watershed and Lake Champlain Watershed: DEC & DOS grant work
- Newsletter
- Annual Reports

### **Division VII Report, Erin Sommerville**

#### **Dutchess County**

- Worked with 2 municipalities to place Erosion Control Mats.
- Working on Soil Group Worksheets
- Starting work on our annual newsletter and seedling sale.
- Planning Pollution Prevention Trainings for Highway and Park and Recreation Departments to be held in the Spring. This is funded through our NYSDEC WQIP Grant.
- Working on Annual Reports.
- Inventoried a total of 308 crossings (416 culverts) in 6 watersheds in 2016 using the NAACC Protocol.

Division wide planning is being done for the Hudson Valley Regional Envirothon.

## **Columbia County, Greene County, Sullivan County, Ulster County, Orange County-No Report**

### **Division VIII, Ann Marie Calabro**

**New York City:** We have just hired two part timers: one as a Lab Manager for the Urban Soils Institute and another as Project Assistant on a grant funded community greening project. On a different note, I am attending and presenting at the NACD Annual Meeting in Denver next week. We have a project funded by NACD for urban agriculture. – Shino Tanikawa

**Putnam County:** I don't have much to report on except that our Annual Seedling Sale is currently running with online orders coming in, we have become a full partner in the Lower Hudson PRISM, working on a stormwater plan for the county owned farm, and that I'm working on offering the 4 hour Erosion and Sediment training sometime this year. --Lauri Taylor

**Rockland County:** Rockland just finished its first phase in a Road-Stream Crossing Town Level Management Plan (I know that is a mouthful) for the Town of Stony Point; this is a partnership with LHCCD. We completed a town inventory on culverts and bridges and ranked the top 10 and later top 2 culverts in need of right sizing based on conservation value and flood risk. This took several months and we are glad to have this initial step completed. Next steps include stream simulation modeling of the proposed culverts to be right sized, then conceptual design phases with Town and Emergency professionals/ officials. --Nicole Laible

**Nassau County:** No Report

**Westchester County:** No Report

### **Suffolk County:**

**Funding:** LINAP \$500 for Nutrient management plans implementation and training for staff. RCPP \$1.2 Million for NMP & IPMs within Peconic Estuary Watershed

**Training:** Suffolk County hosted a Conservation Planning Training on 1/25/17.

**Education/Outreach:** Bluff Erosion Video is complete. The video covers restoration, maintenance, plant materials, and best management practices for reducing erosion and degradation of bluffs. We continue with our efforts to guide and educate homeowners and townships on proper techniques for reducing bluff erosion. We also aided Cornell Cooperative Extension in hosting the Long Island Ag Forum on January 12<sup>th</sup> and 13<sup>th</sup>.

**New Hires/Team Members:** Susan Odell-Pepe, Principal Account Clerk and Ken Johnson, Soil District Technician

**Submitted By:** *Ann Marie Calabro, Division VIII Representative*

## NYS Envirothon January Notes

January 12, 2017

Our next meeting will be Thursday, January 26, 2017 at Chemung County SWCD at 11:00 a.m. Phone in service will be provided for all committee members or anyone that would like to call-in.

JoAnn Kurtis, NRCS, oral problem writer has completed the final problem and the NYS Envirothon committee has reviewed and approved the problem. It is available for all on the NYS Envirothon website. JoAnn is working on updating the judges score sheet and that should be online shortly.

The funding packets have been updated and are ready for mailing to sixty (60) potential donors. Franklin County SWCD was kind enough to print all the necessary funding packet information. If you have a possible sponsor that you feel we should contact, please let us know.

I completed a \$5,000 request from Dominion Gas Transmission and we are waiting for a response. I was notified by Lori at Dominion, that there have been some changes to some contact folks. One has retired and one is taking a position elsewhere. Lori provided me with a new contact and reminded me to keep in touch with Stan at the New Hartford office.

Intent to participate forms has been emailed to Districts as of today and responses are expected in the next few days. This will help us have a better idea of possible funds to come in.

Scholarships are being processed as requests come in and Kristin is following up with students that have not requested their funds, but are due to.

Registration packets are about completed. We are waiting on a couple of companies to secure tours of their facilities. Once that information is provided all should be completed and ready for printing.

Maxine Appleby has been working with Kristin White on fine tuning the new website. Check out the website and give feed back to us.

I will have more information to provide to you once we have our meeting on the 26th. Until then we are moving forward and working hard to have another successful event.



New York State

**Conservation District Employees' Association, Inc.**

May 4 & 5, 2017

NYS Dept. of Ag & Markets – Pride of Y Room  
10-B Airline Drive  
Albany, NY 12235

**Executive Committee Members**

P.J. Emerick, President  
Chastity Miller, Vice President  
Kristin White, Treasurer

**Partners**

Greg Kist, NRCS  
Brian Steinmuller, NYS SWCC  
Dave Gasper, NYS DEC  
Corey Nellis, Montgomery County SWCD  
Jennifer Clifford, NYS SWCC  
Jim Lieberum, Warren County SWCD  
John Persch, Fulton County SWCD

**Division Representatives**

Kelly Emerick, Division II  
Steve Lorraine, Division III  
Laura Benedict, Division V  
Ben Luskin, Division VI  
Erin Somerville, Division VII  
Ann Marie Calabro, Division VIII

**Absent**

Judy Bennett, Division I  
Velynda Parker, Division IV  
Doug Kierst, Member at Large  
Caitlin Stewart, Secretary  
Amber Paice, NYACD



**Minutes**

**I. Call to Order** – May 4, 2017 at 10:13 a.m. with introductions.

**II. Reading and approval of March 15, 2017 meeting minutes.**

- **A motion was made by Steve, seconded by Kristin to approve the minutes as presented. Carried.**

**III. Correspondence**

Letter from Chemung County SWCD

Thank you from NYACD

State Committee Report from P.J. P.J. sent an electronic copy to Brian Steinmuller.

P.J. passed the correspondence folder to the members in attendance.

**IV. Treasurer's Report** – Kristin mentioned that there is \$44,920.67 in the account. Water Quality Symposium costs were higher than expected. The higher costs were from extra people attending the CNMP class and no shows for the event. For next year's symposium, the billing and contract will be looked at more closely and better quotes will be obtained. Discussion took place regarding AV equipment rental. P.J. is in favor of renting, and Steve is not. Steve suggested purchasing equipment for future events. This topic will be revisited in the future for more discussion.

- **A motion was made by Kelly, seconded by Erin to accept the Treasurer’s report. Carried.**

## **V. Reports**

### **i. Division Reports**

**a. Division I** – No report submitted.

**b. Division II** – Kelly mentioned flooding issues are being felt around the division. Monroe County is hosting the hire of a Watershed Coordinator Position for the Genesee River. The last of the series of stormwater workshops will be held on how to use the new bluebook. P.J. mentioned the Citizen’s Academy in his county is an opportunity for the public to see what the sections of the county do.

**c. Division III** – Steve mentioned Districts are busy with Envirothons and tree sales. There is a manure storage issue in Onondaga County.

**d. Division IV** – Appended to the minutes.

**e. Division V** – Laura shared the report appended to the minutes. Laura mentioned \$73,000 was awarded to Clinton County for a Lake Champlain Basin project involving a vac truck for use by the towns. Essex County was awarded a climate resiliency grant and is still working on hiring a new technician.

**f. Division VI** – Ben shared the report appended to the minutes. He mentioned a part C project in Montgomery County involves a hoop house and a vegetable drier for processing. Trail work and composting is taking place.

**g. Division VII** – Erin mentioned tree sales and hydroseeding are taking place. Work is being done on the NAACC culvert assessment plans.

**h. Division VIII** – No report submitted.

### **ii. Partnership Reports**

**a. NYS SWCC** – Brian mentioned 125 applications were received for Round 23 AGNPS, approximately 100 of the applications are for storages, and about 35% should be funded. NYSDEC and Ag and Markets are working on a joint document highlighting AEM and information regarding nutrient management and manure storages. Highlights were made from the budget. The CRF awards are out, and \$1.7 million will be awarded to 11 Districts featuring 26 farms. Grown and Certified AEM related funding of \$1 million will be awarded to 9 Districts and 29 farms. The Governor allocated \$50 million for CAFO farms for manure storage capacity, and the Department is working on how and when this program will roll out. Year 13 in AEM is about to commence, and work is being done to close out year 12. Planning is taking place for a managers meetings in June, and more information will follow. Streamside easements for buffers may be a possibility for Round 24, but this in the early stages.

**b. NRCS** – Greg mentioned the budget is going to President Trump for approval. There is still a hiring freeze. RCPP applications are in, and there are potentially 4 from New York. Approximately 280 to 300 new contracts for EQIP have been received this year for \$10.5 million. There has been an issue with a lease in Saratoga County, and NRCS is working to resolve the issue with the county. There are new requirements and a policy for Planning Certification. There are 3 levels of planning certification that involve training and plans. Some training can be obtained on Ag Learn, and some will be actual training sessions. All existing planners will need to be recertified within 3 years. This does not impact the AEM certification. There is a possibility that some trainings can be planned for the Con Skills Workshop. Conversations should take place at the July meeting with NRCS staff to begin to plan some of the trainings that are needed.

Corey Nellis, District Manager of Montgomery County Soil and Water Conservation District was present to discuss issues that he and area Districts have been experiencing with a back log of applications that are not getting reviewed at NRCS for EQIP. Corey mentioned that the issue is the concurrences. Greg mentioned that there has been some efforts made to change the issue by changing the due date for the applications to June, and then the time to process the plans. Corey mentioned that there are concerns about applications and plans that are not reviewed. It was recommended that a group be formed to discuss issues and solutions. Brian Steinmuller, Steve Lorraine, Corey Nellis, Greg Kist, Ron Bush, Ben Luskin, and perhaps Dale Gates and Ed Henry will form the group. Ben will take the lead on spearheading the group.

**c. NYS DEC**- Dave Gasper discussed the new MS4 permit. The current permit has been extended, and work is being done on the 2018 permit. The 2 hour training was sent to Jennifer Clifford, and she will send it out to the municipal subcommittee for review and set a deadline for review comments. There is continued work on the MOU for the NYS certification process for stormwater. An inquiry was made regarding who is allowed to provide the 4 hour class for sediment control and erosion, and if a DEC staff member could teach the class. Dave responded yes, but it should be coordinated with and hosted at a District.

## **VI. Committee / Meeting Reports**

**i. Conservation Skills Workshop** – a few suggestions were made for classes, and Chastity will send them along to Mark Burger.

**ii. Envirothon Committee** – Volunteers are still needed, please make sure you sign up. Jennifer is releasing an Envirothon Press release for the state. A report from Blanche L Hurlbutt, NYS Envirothon Chair is appended to the minutes.

- **A motion was made by Kristin, seconded by Laura to approve Cal Lewis to serve on the Envirothon Committee. Carried.**

**iii. Frank Bratt Scholarship** – Judy’s report is appended to the minutes.

**iv. State Fair Committee** – Kristin mentioned that there are still openings that need to be filled. Kristin asked Brian Steinmuller who was in charge at the SWCC of the Empire Farm

Days location this year. She isn't sure what tent they will be in this year. Brian will look into and let Kristin know. The full report is appended to the minutes.

**v. Environmental Education Foundation Committee** – Ben mentioned there is a meeting in July in Cayuga County.

**vi. Municipal Assistance Subcommittee** - P.J. mentioned a due date must be established for comments on the 2 hour trainings.

**vii. Operations Manual Committee** - P.J. mentioned the manual has been rolled out on SharePoint. The manual will be highlighted in the June meetings. Any comments should be submitted to Jennifer as soon as possible.

## **VII. Old Business**

**i. Selection of video provider for CDEA online 4 hour course and next steps** – Kelly mentioned she will touch base with SUNY Brockport on what they are going to provide for assistance. Caitlin will help with developing a script and posting the video to a website.

**ii. Follow up on CDEA CAFO training with DEC** – Steve mentioned he will get in touch with Scott.

**iii. Discussion of 2017 Administrative Conference and Administrative Conference Committee support** – P.J. mentioned it has been decided that the conference will be independent of the NYACD meeting, and that we need to determine a new chair for the admin group. P.J. will reach out to a District and follow up.

**iv. 2017 Water Quality Symposium discussion to include policies and procedures** – Chastity mentioned she is going to send out the policy she has begun to formulate. Costs were higher than expected, and we are working on reviewing and revising the bid package to receive bids for the upcoming event. It may be beneficial to formulate a policy on instructors.

## **VIII. New Business**

**i.** Discussion took place regarding a letter from Mark Watts. Some Districts did not receive all their PM funding due to potential issues with the form. The issue is the word “competitive” in the law. The best way to resolve the issue is to remove that word from the District Law. There will be a Performance Measures summit at the end of the month, and this event will be a good opportunity to voice questions and concerns. P.J. will craft a letter to the State Committee to begin the process of removal of the word “competitive” from the law. A resolution for NYACD will also need to be formulated.

- **A motion was made by Ben, seconded by Chastity to suspend for the evening at 4:15 p.m. Carried.**

**Chastity Miller**  
**Acting Secretary**

**Reconvened at 9:10 a.m. on May 5.**

**Executive Committee Members**

P.J. Emerick, President  
 Chastity Miller, Vice President  
 Kristin White, Treasurer  
 Caitlin Stewart, Secretary

**Division Representatives**

Kelly Emerick, Division II  
 Steve Lorraine, Division III  
 Laura Benedict, Division V  
 Erin Somerville, Division VII  
 Ann Marie Calabro, Division VIII

**Partners**

Brian Steinmuller, NYS SWCC  
 Amber Paice, NYACD  
 Jennifer Clifford, NYS SWCC  
 Lauren Lyons-Swift, NYS SWCC  
 Tim Clark, NYS SWCC  
 Bethany Bzduch, NYS SWCC

**Absent**

Judy Bennett, Division I  
 Velynda Parker, Division IV  
 Doug Kierst, Member at Large  
 Ben Luskin, Division VI  
 Greg Kist, NRCS

**IX. Partnership Reports (continued)**

**i. NYACD** – Amber shared her report, appended to the minutes. PJ mentioned a letter of support will be sent to change Soil and Water district law. Kelly inquired if any discussion has taken place to host a meeting in Division II. Amber replied she will ask her board. Amber mentioned that is difficult to reach out to Directors due to travel constraints, and will follow up with her board next week. Amber mentioned that a mail option for the District survey is a good suggestion. Steve mentioned that mailings should be addressed to the Chairman and mailed to each District. Amber mentioned that contacting Division Representatives would be a beneficial way to reach out to District Directors.

**X. Old Business (continued)**

**i. Update of SWCD Civil Service exams and titles** – P.J. mentioned that he and Brian spoke a while ago regarding the Civil Service exams and titles. P.J. continued that the Employees Association works with the State Committee to meet with Human Resources in an effort to update Civil Service titles and exams. Brian mentioned that the exams should be consistent across every county, and a call or a meeting could be organized. Chastity mentioned that she will assist with the effort. Kelly mentioned that job titles and descriptions are able to be changed with local civil service; changes go to the State for approval; and local offices do not know what the questions are but the subject areas are known. Kelly continued that she has been able to change testing and subject areas. Brian mentioned that Districts should have the ability to redefine test questions. Steve mentioned that the questions are outdated. Kelly inquired who is

responsible for developing the questions for the title, and mentioned that there is no consistency at the state level for test questions. P.J. mentioned that it would be valuable to form an ad hoc committee of 5 or 6 people with different backgrounds to share the work load.

**ii. Renewal of Ronny Raindrop trademark** – Caitlin mentioned that the trademark renewal is due September 1, 2019. P.J. inquired if there is a particular Division that is responsible for Ronny, and who might be willing to take the lead on the trademark renewal process. P.J. continued that if the trademark is not renewed, the process must be started again from the beginning. Chastity mentioned that every Division has a Ronny Raindrop costume, and these costumes should be located. Laura and Caitlin will look into this effort. Caitlin will email the Ronny Raindrop trademark correspondence emails she has in her minutes binder to Laura.

## **XI. New Business**

**i. Presentation on Conservation District storymap program** - Lauren mentioned that education and outreach are essential, and the conservation message must be heard. Lauren continued that State wide programs need to be highlighted. Lauren mentioned that she is on a number of GIS list serves, and first heard about storymap programs through an email. The storymap she was about to show highlights BMPs in conservation that farmers implement in Illinois. Storymaps can be developed to detail watershed information, BMPs, contact information, partner organizations, videos, agricultural definitions, programs, and photos. Lauren mentioned that she thought this was a fantastic outreach tool and researched interactive storymaps that tell conservation stories, and promote projects. Lauren mentioned that, hopefully, a person will be hired to develop storymaps. The storymap app is hosted by ESRI, and sharing is easy. Storymaps focus on public outreach and education, and some examples include map tours, tab versions, and concept maps. Brian mentioned that NRCS may be able to assist with this effort. Lauren mentioned that this would be an excellent upgrade for education and outreach displaying the great work that is accomplished, and free training is available. Kristin inquired if farmer permission is needed. Brian replied confidentiality will be taken into account. Chastity mentioned it could be used against farmers, and the storymap could result in negativity. Lauren replied that it could be shared only among Districts. Lauren continued that it is important for farmers to tell their stories. Brian mentioned this will enhance the data, and the spreadsheet information will be put into the storymap resulting in a better way for the public to process information. Steve mentioned that it is important for the projects that are highlighted in the storymap to be maintained, so that if the public visits these project sites, they have a good impression. Lauren mentioned that District support is needed for this project, and that the final product should be terrific. Brian mentioned that New York is encouraging agencies to make information more available, and this storymap initiative is the direction many state agencies are headed. Steve mentioned that we need to carefully proceed. Brian mentioned that developing a brief form for the farmers to complete is necessary and will result in a consistent final product. Laura mentioned this is a great way to promote farm websites. P.J. mentioned this conversation will be ongoing with the State Committee. Brian mentioned planning will take place to move this project forward. Lauren mentioned that their GIS specialist works 1 or 2 days a week and is excited about this project. P.J. mentioned that he would like to keep the Employees Association up to date on the project.

P.J. congratulated Lauren on her retirement and thanked her for her great work with the State Committee and dedication to Districts.

**ii. Discussion / suggestions on Ag Waste Management funding RFP** – Brian mentioned that questions, opportunities, and feedback are welcome. Brian continued that there are some concerns potential backlog of engineering and contractors to do the work. He hopes the application process can be simplified over AgNPS. In order to have access to funds, requirements are needed. Steve mentioned that consent orders should be leveraged by June, and storage is needed to meet permit requirements. Brian mentioned the importance of prioritizing daily spread operations to meet the financial needs portion. Brian continued that consent orders must be turned back. Steve inquired what it would cost to bring up the farms to the planners' needs. Brian responded that a financial cap will be set. Steve mentioned that a concern is ancillary practices that may or may not gain water quality but ease the farmers. Steve inquired if it is more important to get people storage or meet the permit. Kelly inquired how a law suit would affect a CAFO permit. Steve commented that DEC said planning is taking place to put permits out and move forward. P.J. commented that as the RFP is being developed, CDEA will probably still be involved. Brian commented that this is not a traditional water quality program, and the ranking system will be different from AgNPS. Chastity inquired if Districts can reach out to planners. Brian replied yes. Steve commented that engineering may be an issue, and we need to look at concrete vs. earthen, the cost benefits of different styles, and the cost effective portion of an application. P.J. commented that work has already taken place, and partners want to take part in launching this initiative. Kelly commented that manure storage should be a priority. P.J. commented that he appreciates the opportunity to be involved. Brian commented that questions, feedback, and concerns can be voiced.

**iii. Appointment of a District employee in the Albany area to serve on NYS Invasive Plant Board** – P.J. mentioned an individual from the capital region should be appointed, and it is important for someone to serve on this board. Brian mentioned State Committee representation is a possibility. Caitlin inquired about the time commitment. Brian replied that meetings take place infrequently. Caitlin mentioned she may be interested but needs to check with her manager Elizabeth.

Brian inquired if there were any more questions for him before he left the meeting. Kristin inquired why part A is not available to be looked at. Lauren replied that not all employees show up on Part A. Kristin inquired about empire farm days. Brian replied that the point of contact needs to be determined.

**iv. Discussion / approval of a new CDEA logo** – P.J. mentioned 4 total submissions were received, and a decision needs to be decided for the new CDEA logo. Chasity mentioned it is essential to make certain there are no copyright issues. Chasity mentioned the number of colors should also be taken into consideration for reproduction on t-shirts and printing. P.J. mentioned that the designer of the logo will be asked to reproduce the design with less color. Chastity mentioned the birds should be omitted. P.J. mentioned a final decision will be made at the next meeting. Kelly mentioned it would be nice to see some urban representation.

**v. Other new business**

**a. Great Lakes Action Meetings** – P.J. inquired if Districts are involved with these meetings. P.J. continued that his District is involved, and involvement is important. P.J. mentioned if pilot projects and funding are disused, Districts should be involved. Chastity mentioned we should be involved, but the drive time is long for her. Kelly mentioned that at least one District employee should attend, and these initiatives are focused on pilot projects.

**b. Army Corps Permits** – P.J. mentioned Army Corps of Engineers are not returning permits quickly. P.J. inquired if there is anything CDEA can do to help with the permit issue. Kelly mentioned her District does not experience a problem with them because she has a contact in Buffalo. P.J. mentioned that he and Jeff Parker experience problems. Kelly mentioned to be persistent, and call the general phone number. P.J. mentioned he does follow up and the problem still persists. Steve mentioned there are a lot of nation-wide permits that the work can still be accomplished under. Kelly mentioned you need to follow up and there's nothing else you can do.

**c. Water Quality Symposium Refund Policy** - Kelly inquired if there are any last minute items to wrap up from the Water Quality Symposium, including the refund policy. Chastity replied that she will email the refund policy out for discussion.

**d. Hotel Credit Cards** - Kristin inquired if Chastity should have a credit card for hotels. P.J. responded yes.

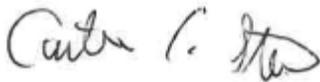
- **A motion was made by Kristin, seconded by Erin for a credit card for Chastity Miller with the limit \$10,000. Carried.**

**e.** Bethany commented that reports are coming in. She continued that she will be filling in ag non-point data.

**XII. Next meeting** – TBD in July.

**XIII. Adjournment**

- **A motion was made by Kristin, seconded by Laura to adjourn at 11:20 a.m. Carried.**



---

Caitlin Stewart  
Secretary

## Division Reports

### Division IV, Velynda Parker

A joint Division IV meeting with NYACD has been scheduled on Friday, May 19 at the Cortland SWCD office building.

Some of the tentative items to be discussed:

- 2018 WQS topics/ideas/sitting on sub-committees
- Conservation Skills topics/ideas
- NYACD Annual meeting training topics/ideas, resolutions, legislative updates
- Performance Measures

### Division V, Laura Benedict

#### *Division Wide*

- Getting ready for a busy summer!
- Tree Sales were a success
- NRCS AMA funds shared between Clinton, Essex, and Franklin for high tunnels and irrigation. Applied for \$100,000 and got additional \$48,000, 24 total projects
- 

#### *Clinton County*

- Awarded \$72,996 grant from the Lake Champlain Basin Program to purchase a trailer mounted vacuum excavator. The vacuum will be shared use by town highway departments to remove sediment from stormwater structures such as sediment basins, culverts, stone lined ditches, etc.
- An intern has been hired for the summer to assist with roadside hydroseeding and our numerous projects.
- NRCS AMA had 12 farms in Clinton County have applied and are awaiting news of the awards.
- No Till Drill has been serviced and is ready for the season
- We are planning an Ag Plastic and Used Tire round up for the summer.
- 2 AgNPS projects; Round 21 project is nearing completion and Round 22 project is soon to go out to bid.

#### *Essex County*

- Working on hiring a new employee for AEM program and summer interns for projects
- Awarded \$184,130 from Climate Resilient Farming grant to construct ponds to hold stormflow as well as provide irrigation
- AgNPS grant Round 22 project will be commencing soon
- Tree for Tribes plantings a success- five locations and two volunteer days

#### *Franklin County*

- Submitted 5 Ag Non-Point grants totaling in state requests of over \$1.7 million in state funding
- Closing out a Round 19 Ag Non-Point
- Submitted a grant to the Round 13 Urban forestry RFP
- Planning for the implementation of our WQIP hydroseeding grant
- Working on the work plan for the St Lawrence River Watershed Management Project NYSDOS grant for a Watershed Revitalization Plan.
- Busy with tree sales, NARE- our local Envirothon and the State Envirothon (Chas is working on the t-shirts)

- Kristin is back from maternity leave!

*Hamilton County*

- No report

*Warren County*

- No report

**Division VI , Ben Luskin**

**Albany County**

- Held 4hr Erosion and Sediment Control training with 78 in attendance
- Staff members are busy preparing for the upcoming Tree and Shrub program
- Moving forward on our Round 22 Rotational Grazing grant
- Submitted one proposal for Round 23
- Reviewing engineering designs for our CRF Contract
- Working with 15 municipalities to install Pet Waste Disposal Systems in public parks around the County.

**Fulton County**

No Report

**Montgomery County**

No Report

**Rensselaer County**

- Worked on and finished up approximately 100 soil group worksheets
- Working on a 300 acre grazing plan now in the design and implementation stage
- Continuously working on getting plans done for the next round of RCPP (invasive species on pasture)
- Continuously working on getting the NAACC assessments done for the NYSDOS grant through the Upper Hudson River Watershed Coalition
- Working on delivering the no-till drill to farmers that want to use it
- Working with farmers to provide technical assistance for laying out tile line and other smaller individual projects

**Saratoga County**

No Report

**Schenectady County**

- Continued management and staffing of the Schenectady County Compost & Resident Recycling Facility
- Capital improvements projects, to include the installation of materials storage bin blocks on the new blacktop pad.
- Site planning and grading for the arrival of several thousand yards of blacktop millings in early May
- Production of materials and bagging products, including the compost and mulch provided to several local Districts for their tree sales.

- Completed a successful tree and shrub sale, with an average number of customers and little stock left over.
- The District provides supervision of alternative to incarceration clients on work crews six days a week.
- Management and maintenance of three County preserves and nine miles of bike trails continue.
- Provided essential mapping, vision, budget, and narrative assistance to finalize a capital improvement grant (of \$350,000) for our largest preserve.

#### **Schoharie County**

- Assisting County with compliance and multi-agency correspondence on 4 active EWP stream projects.
- Planning, providing, and executing riparian restoration on 2 EWP projects totaling over a linear mile of floodplain.
- Managing a HMGP grant for addition of 3 new stream gauges. Also handling calibration, troubleshooting, and interface of said gauges with NOAA. Grant covers reactivation of 6 IFlow precipitation gauges placed throughout the county, and well as the addition of at least 2 new rain gauges. Enhanced hardware procured with the grant allows for this increased capacity and range.
- Managing the Mohawk River Watershed Management Plan Phase I implementation Grant. This includes a \$444,000 flood study of the Schoharie Creek Watershed covering 5 counties.
- Acting as a NY Rising sub-recipient for 3 communities to assist with their project administration and implementation. One is a major stream project on Stony Brook in the Town of Schoharie which was damaged by Hurricane Irene in 2011, and then suffered continued damage in at least one smaller event since then. The other two are storm water projects. One in the Village of Middleburgh which involves a subterranean culvert under the local High School which under analysis was not designed to handle anything greater than a 10 year event. The project involves increasing culvert capacity by adding a much larger culvert, and incorporating a retention pond into the system to capture excess sediment before it enters the culvert creating easier maintenance. The final project involves improved drainage in the Village of Schoharie, including a master drainage plan for the entire Village. Each of the municipalities were awarded \$3 million for these projects.
- Awarded a grant through the NYCDEP Stream Management Implementation Program (SMIP) for \$18,000 to complete a hydraulic analysis and geomorphic study of a small reach of the Manor Kill in the Town of Conesville. An RFP for the study will be out this summer with a goal for providing funding for future construction.
- Soliciting Agricultural mini-grants for non-point source pollution reduction projects throughout the county.

#### **Washington County**

- Round 17 & 18 Ag Nonpoint: Working on closeouts
- Round 21 Ag Nonpoint: Ongoing construction of a 6.1M gallon earthen manure storage system and a large silage leachate collection & treatment system
- Round 22 Ag Nonpoint: Preparing for construction on a silage leachate treatment system on 1 farm to start in May; starting the archaeology phase 1 survey on another farm; finalizing the designs and receiving bids on 7.0M gallon manure storage on a 3rd farm.

- Round 23 Ag Nonpoint: Submitted 1 application
- Construction has started on our Part B ballfield project
- Lining up our Part C projects to start in the beginning of June
- Tree and shrub program
- No-till drills have been busy since the second week in April
- Upper Hudson River Watershed and Lake Champlain Watershed: DEC & DOS grant work
- Regional Envirothon
- Ag NPS Interim Reports

## **NYS Envirothon**

Hi All,

Not sure what Chris will be reporting to you on Monday's meeting, but just to update you.

Cal Lewis no longer works for Steuben Co SWCD, so won't be on the Monday meeting. Cal is still on the committee and his new job is allowing him to attend the event in May.

We didn't hold a proper meeting last month, because unfortunately I went into the hospital the evening before meeting date. I'm fine now, just a serious gallbladder attack. Thank goodness not my heart.

MaryLynne our volunteer coordinator has had some family losses the last couple of months, but no worries she is on top of things.

PLEASE if you have not all ready sign up to volunteer to help one or both days of the event, May 24th & May 25th at Hobart & William Smith Colleges.

We will be holding a meeting at HWS on Tuesday, May 9th to finalize everything, but at this point we are on track and all is going well.

We're working on snacks and hoping District send leftovers to us for the state event. We're continuing to search and work on funding.

I'm waiting for teams to register and Kristin is checking to see who hasn't paid to send their teams. Kristin will follow up with the Districts that haven't paid.

Not sure where you guys are at in finding funding for us, but hoping that is going well.

Other than that not much else to report. This year's event should be another great one!!

Thanks,  
Blanche L Hurlbutt  
NYS Envirothon Chair  
24 North Street  
Edmeston, NY 13335  
Telephone: 607-965-6316

**Frank Bratt Report**  
**May 4, 2017**

- Active Frank Bratt Scholarships:

<u>Name</u>	<u>Award Date</u>	<u>Amount</u>
Brenden Wagner	June 2014	\$ 341.00
Kristin Ballou	January 2016	225.00
Melanie Saunders	January 2016	376.00
Michelle Veeder Drew	January 2017	<u>500.00</u>
		\$1,442.00

- Nicole Laible of Rockland County submitted a request for payment of \$500.00 relative to her award under the January 2017 round of funding. Approved by Judy Bennett and sent to Member @ Large.
- Calum Lewis of Steuben County has resigned from employment and no longer qualifies to receive the Frank Bratt Scholarship.
- Emailed the Frank Bratt Scholarship application deadline reminder.

*New York State Conservation District Employees' Association,  
Inc.*

*Empire Farm Days/State Fair Booth Committee Report  
May 2017*

**Empire Farm Days**

Nothing to report on at this time. We still need two volunteers for the first day, afternoon shift and one for the afternoon shift on Wednesday. The schedule is on the website. Kristin has reached out to the State Committee to see where their location will be this year and she hasn't heard back yet.

**State Fair Booth**

We are working on gathering information to have on display for Soil Erosion. Erica Schreiner from Oswego County SWCD has two displays we will be able to use. There are still available shifts. The schedule is also on the website.

The contract has been received and sent back notarized. This year our fee for the booth has been waived. Last year we paid \$425 for the space. We're not sure if this will be a continued practice for the New York State Fair.

Kristin White, Chairperson  
Seneca County SWCD



**NYACD**  
NEW YORK ASSOCIATION of  
CONSERVATION DISTRICTS

NYS CDEA Meeting  
May 4-5, 2017  
Albany, NY

Report Compiled by Amber Paice, Executive Director

#### NYACD's Membership & Partner Events

##### NYACD Legislative Days

NYACD 2017 Districts of Distinction Informative Booklet (Pass Sample 2016 Booklet)

Follow-Up: LWRP Grant Bill (2015-16 Bill Nos. A06197, same as S06621)

Thank you, NYS CDEA for your support and to Districts who participated!

##### Water Quality Symposium

NYACD would like to express their gratitude for putting on this event. What an enormous contribution to the SWCD community by offering such a well thought out program. Great job!

#### Yearly Planning for Soil and Water Conservation Districts

Assessments are still coming in; Thank you for your support!

#### Division Meetings (seeking Leadership in Divisions II, III & VII)

Erin and Ann Marie (from NYS CDEA Divisions VII and VIII, respectively) both reached out about the Division Meetings; will be brought to at next week's Board of Directors Meeting for their direction.

Resolutions Process Reviewed at January Meeting ([www.nyacd.org](http://www.nyacd.org))

Recruiting New Division Leadership

#### NYACD Annual Meeting

The 2017 NYACD Annual Meeting will take place on October 17-19 in Cazenovia, New York at the Hampton Inn & Suites (Madison County, NYACD Division III)

#### Surveys!

Membership Perception Survey (to District Managers/ Executive Directors, and to District Directors; please answer separately for us to receive the correct data to compare DM/ED perception, and District Director's perception)

Annual Meeting Needs Assessment

How else can NYACD be a great "partner" to the NYS CDEA?



New York State

**Conservation District Employees' Association, Inc.**

July 19 and 20, 2017  
Holiday Inn - Waterloo  
2468 NYS Route 414N, Waterloo, NY 13165

**Executive Committee Members**

Steve Lorraine, Interim President  
Chastity Miller, Vice President  
Caitlin Stewart, Secretary  
Kristin White, Treasurer  
Doug Kierst, Member at Large

**Division Representatives**

Kelly Emerick, Division II  
Steve Lorraine, Division III  
Velynda Parker, Division IV  
Laura Benedict, Division V  
Ben Luskin, Division VI  
Erin Somerville, Division VII

**Partners**

Blanche Hurlbutt, NYACD  
P.J. Emerick, NYS SWCC  
Dennis A. DeWeese, NRCS  
Erin Peruzzini, Seneca County SWCD

**Absent**

Judy Bennett, Division I  
Ann Marie Calabro, Division VIII  
Greg Kist, NRCS  
Brian Steinmuller, NYS SWCC



**Minutes**

**I. Call to Order** – July 19, 2017 at 10:08 a.m. with introductions.

**II. Reading and approval of May 4 and 5, 2017 meeting minutes.**

Caitlin mentioned that she made an error on page 5. Lauren Lyons-Swift, NYS SWCC attended the meeting, not Lauren Prezorski.

- **A motion was made by Laura, seconded by Kristin to approve the minutes with the change. Carried.**

**III. Correspondence**

P.J. passed the correspondence folder to the members in attendance, including:

- Thank you card for the Water Quality Symposium from Amber Paice, former Executive Director of NYACD.
- Letter from Mark Watts regarding the performance measure evaluation.
- AEM award winners by year.
- Letter from Scott Fitscher, president of the Empire State Chapter stated financial support for Conservation Skills Workshop was not awarded. Chastity mentioned CDEA could follow up with a letter to inquire why.
- Letter to Dan Farrand, NYACD supporting changes to District Law.

**IV. Treasurer's Report** – Kristin mentioned that she received the credit card statement in the mail and realized she listed an incorrect number for a charge. She corrected this error in her report to read Credit Card Charge, 06/20/2017, Walmart, XL Bags for booth, \$3.22, not \$10.77. Kristin mentioned that receivables are for the Envirothon. Kelly inquired if Kristin or Christine Watkins collects money for the CDEA golf tournament. Doug mentioned team registrations are collected by Christine, and some donations have been received. Kristin mentioned donations and registration forms are available on the CDEA website. Chastity mentioned the golf tournament is next Thursday. Doug mentioned that usually 12 to 13 teams participate. Kristin asked Doug to bring the deposits to her. PJ inquired if the NRCS payment for the Envirothon will show on this month's report. Kristin replied no, it has not gone through yet.

- **A motion was made by Velynda, seconded Caitlin by to accept the Treasurer's report with the change. Carried.**

## **V. Reports**

### **i. Division Reports**

**a. Division I** – Judy submitted her report, appended to the minutes.

**b. Division II** – Kelly shared her report, appended to the minutes. Doug mentioned flooding mitigation projects have taken place. Doug continued that manure management and educational training opportunities bridge the gap between farming and watershed communities. Tours took place with multiple organizations to get the word out about the positive aspects of agriculture. Farms are community members who do good work, and water quality problems are caused by different sources and not just limited to agricultural practices. An article was written summarizing what farms need for construction and how to follow construction permits. The article spurred inspections on 3 farms. Aquatic weed harvests are taking place. Cayuga Lake has hydrilla, and that is a concern. The Army Corps of Engineers may provide funds to control hydrilla. 2 algal blooms have been discovered on Cayuga Lake. The article "Phosphorus and the Environment, 3: Protecting our lakes: shoreline septic system concerns" in Cornell's What's Cropping up Blog was an excellent article and can be accessed at <http://blogs.cornell.edu/whatscroppingup/2017/07/17/series-phosphorus-and-the-environment-3-protecting-our-lakes-shoreline-septic-system-concerns/>. The rain events have backed up projects. Erin Peruzzini mentioned her District has an aquatic weed harvester and that program is underway. Erin continued that 30 to 40 test plots have been established on Cayuga Lake, and hydrilla has not been found at any of these locations. She mentioned that Christine Watkins' District is implementing agricultural projects and hydroseeding throughout the county. Lake level issues on Seneca and Cayuga Lakes are a problem. There is a conflict between the ag and non-ag community. Flooding has been problematic.

**c. Division III** – Steve mentioned his county is overwhelmed with flooding issues and there is significant damage in his county. Steve continued that his staff members are designing 4 large arch culverts. The construction season is underway. Flooding funding is problematic. Calls are being received for flood damage. He did not reach out to Districts in his Division for updates due to a busy work schedule. He said the counties in his division are dealing with the same types of flooding issues.

**d. Division IV** – Velynda shared her report, appended to the minutes. Velynda also mentioned that STAIEP programs are ongoing for Districts. Round 2 farmers have been notified, but OSC needs to approve the procurement record.

**e. Division V** – Laura shared her report, appended to the minutes. Chastity mentioned that a no till drill was received. Chastity continued that a disaster declaration is being developed. Their hydroseeding program is in high demand. Her District received the NAACC grant, and Clinton County also received the grant. Grants to CFA are being developed. A culvert blew out from the floods and her District is dealing with challenges with undersized culverts.

**f. Division VI** – Ben shared his report, appended to the minutes.

**g. Division VII** – Erin shared her report, appended to the minutes.

**h. Division VIII** – Ann Marie submitted her report, appended to the minutes.

## **ii. Partnership Reports**

**a. NYS SWCC** – PJ shared his report, appended to the minutes. Discussion took place, including deadlines and submission procedures. Velynda inquired if the District Operations Manual will always be in draft form. PJ replied that it is a living document. Chastity replied yes, the Operations Manual will always be in draft form. Kelly mentioned that assigning a presenter for the Stream Workshop has been a challenge. P.J. mentioned a State Committee sponsored training will take place, and Tim Clark will offer a course for new technicians to meet training plan requirements. P.J. continued that the closeout process for ANP source grants will be slower than normal because several will come due at the same time, and he encouraged Districts with grants to close out as soon as possible to move forward. P.J. mentioned the ANP source Guide Manual is a great resource. Funding opportunities for WQIP are due Friday July 28. The deadline was extended for NRCS Conservation Boot Camp, Golf Tournament, and NYACD Conservation Awards. The Cons Skills deadline is this Friday. P.J. is finding it a bit difficult to organize a stream class, but he has some presenters in mind. P.J. requested to remind Districts that instructors are needed for the Cons Skills workshop.

**b. NYACD** – Blanche shared her report, appended to the minutes. Kelly inquired if Blanche contacted Judy Snyder at the State Committee to forward email messages state wide with annual meeting information. Blanche replied yes. Kristin mentioned that Jim sent an invitation to Dan for NYACD to attend Seneca County SWCD's board meeting to discuss NYACD's mission and goals. Kristin continued that her board has asked what their membership dues support. Blanche replied that NYACD does not lobby, but they do educate, and they are working with Senator Pamela Helming on the Waterfront Revitalization Bill. Blanche continued that she spoke with an aid to the Senator, who requested more details. Blanche mentioned that NYACD can contact politicians directly for support and to promote the needs and suggestions of Districts. Kristin mentioned that she would like an NYACD staff member to attend a board meeting to detail their past accomplishments and current initiatives. Blanche replied she will check with Dan and get his approval, and follow up with Kristin for board meeting dates. Kelly continued that her board is diligent about NYACD attending a board

meeting to explain what they are working on, bills that have been developed, bill progress, and what membership funds support. Kelly mentioned that her new board members and local legislatures would like the NYACD Executive Director to attend a board meeting. Chastity mentioned to remind District Directors what division they are in and who their Division Representative is. Velynda mentioned that she will update the map and send it out. Chastity mentioned this email may increase involvement. Chastity mentioned monthly updates from NYACD are a good way to make sure everyone stays informed. Chastity mentioned that rent should be added to the part A Resolution. Steve replied that this has been done several times but stalls in the Assembly. Velynda mentioned a Senator is needed to support the Part A resolution, and once it is sponsored, then changes may be made.

**c. NRCS** – Dennis mentioned that Greg is attending a meeting out of state. Dennis continued that the current cooperative agreement of 2 years to support the Envirothon, Conservation Skills, Water Quality Symposium, and Leadership Conference expires December 31. Work is being done with District employees to support a leadership development seminar. Greg has made an effort to carve out funding to support these trainings again for a 5 year period. Long term agreements are possible. \$48,000 will be set aside over the next 5 years. A draft statement of works was sent. It is important to Greg to give security for 5 years. That payment will be made and roll into the Water Quality Symposium. NRCS is still under a hiring freeze, and information changes on a weekly basis. A bit of a thaw is being seen, and NRCS was permitted to advertise 3 entry level positions. Positive movement is taking place. The Secretary of Agriculture made a statement focusing on customer service and forward facing positions. Internal hires are not taking place. Work is being done to complete end of the year funding. The Civil Rights Compliance Review is on a 5 year cycle. A number of commendable items, 3 queries of action, and 8 recommendations were made. This extends to the education of Districts.

**Suspended at 12:00 p.m. for lunch.**  
**Reconvened at 12:37 p.m.**

**c. NRCS (continued)** – Steve mentioned that the Statement of Work for Cooperative Agreement Between the U.S. Department of Agriculture Natural Resources Conservation Service (NRCS) and the New York State Conservation District Employees' Association (NYSCDEA) is almost the same contract as the pervious one but covers 5 years instead of 2, and funds have been increased. Dennis mentioned there is not a match.

- **A motion was made by Velynda, seconded by Laura authorizing the signing of the Statement of Work for Cooperative Agreement Between the U.S. Department of Agriculture Natural Resources Conservation Service (NRCS) and the New York State Conservation District Employees' Association (NYSCDEA). Carried.**

Dennis left the meeting at this time.

## **VI. Committee / Meeting Reports**

**i. Conservation Skills Workshop** – P.J. mentioned forms are due this Friday and most course descriptions are in. Steve mentioned there is interest in a buffer class, and a presenter is interested in teaching the course. Kelly inquired if the workshop will take place Monday through

Thursday. PJ replied yes, the event takes place September 25 – 28, with a BBQ. Kristin inquired when registration will be available to upload to the website. P.J. replied registration forms will be available by the middle of August.

**ii. Envirothon Committee** – Discussion took place regarding Committee membership. P.J. disseminated the committee member information. P.J. mentioned that Cal Lewis and Blanche Hurlbutt were the last members to be acted on. Steve mentioned that as of last night, Committee applications were received from Kristin White, Joanne Kurtis, Robert Shenk, Chastity Miller, Dean Moore, Maxine Appleby, Allen Fagan, Mary Lynne Malone, and Blanche Hurlbutt. Blanche mentioned Ernie, Betsy Ukeritis and Cal Lewis are missing applications. Kelly inquired about vacancies. Velynda responded 14 people total are needed for the committee, and openings exist for NYS Soil and Water Conservation Committee, Empire State Chapter Soil and Water Conservation Society, and New York Association of Conservation Districts. Velynda inquired if the committee has been functioning well with the number of current members. Blanche responded yes because volunteers have stepped up to help with the event.

- **A motion was made by Caitlin, seconded by Steve to appoint Kristin White, Joanne Kurtis, Robert Shenk, Chastity Miller, Dean Moore, Maxine Appleby, Allen Fagan, Mary Lynne Malone, and Blanche Hurlbutt to the 2018 Envirothon Committee. Carried.**

Blanche mentioned that the Envirothon National event takes place next week, and our New York State team is well prepared and will attend. Velynda inquired if there was outside assistance for funding the New York State event. Kristin mentioned the Envirothon received donations from organizations. Velynda inquired how Districts can help if they don't have a team that attends the state event. Blanche replied that for this year's event, Districts assisted with printing, presentation packets, exam preparation, and grading sheets. Blanche mentioned that Districts respond to requests for assistance. Kristin mentioned that waterproof paper for the grading sheets is an item that Districts may be able to provide for next year's event. Blanche mentioned that Districts who don't send a team will make a monetary donation. Blanche continued that a small cushion of funds remains for next year. Chastity mentioned that snacks had to be purchased because they were not donated. Chastity continued that a list of needs could be sent state wide that includes supplies, snacks, and prizes for the event. Blanche mentioned that markers bled through the poster paper, and this will be addressed for next year's event. Chastity mentioned that it is difficult to pass along the Oral Presentation folder to the Long Island teams. Blanche replied that mailings were discussed to address this issue. Blanche mentioned Steuben County SWCD will store the Envirothon trailer. Kristin mentioned that Districts need to step up and assist with the NYS Envirothon. Chastity mentioned a donation could take place at the Water Quality Symposium. Chastity continued that it is important to invite past Envirothon participants to give speeches and volunteer at the event. Blanche mentioned she wrote 2 grants for the Envirothon.

**iii. Frank Bratt Scholarship** – Judy submitted the report, appended to the minutes.

- **A motion was made by Velynda, seconded by Kristin to approve Frank Bratt scholarships for Joshua LaFountain, Karen Ervay, and Stephen Dziak for a total of \$1,500. Carried.**

Kelly inquired about the application scoring questions. Kelly continued that she feels, due to the way the scoring questions are worded, technicians applying for the scholarship will be ranked higher than administrators. Kelly mentioned that she feels a few questions are geared towards conservation programs for technicians instead of administrators. Steve replied the favoritism for technicians is based on how individuals interpret the questions, and he did not feel the questions favored technicians. Kelly inquired if anyone else felt the questions were geared more towards technicians than admins, and Erin responded she feels the same way. Kelly mentioned the wording of the scoring questions could be reviewed for next year. Velynda mentioned that her interpretation of the questions was based on a benefit to the District, not technicians vs. administrators. Steve mentioned that the questions are geared towards operations, and can be reviewed before December.

**iv. State Fair Committee** – Kristin mentioned Empire Farm Days will be another excellent event. Kristin continued that the tent is in the same location as last year in the USDA tent. An industrial fan was purchased to alleviate the heat. One shift still needs to be filled for Empire Farm Days. 21 shifts for the New York State Fair still need to be filled. Velynda mentioned she passed the shift information on to a co-worker. Kristin continued that no volunteers have signed up for a total of 3 days for the NYS Fair. Steve inquired about the shift sign up deadline. Kristin replied as soon as possible. Kelly responded that during August, phone calls will be made to Districts that are close to the venue and to past participants in an effort to fill all shifts with volunteers. Steve mentioned Division Reps can email volunteer requests. Kristin replied that she will email the information to all Division Reps to forward. Kristin continued that handouts and give away items are being organized, the soil erosion display is being created, and admission and parking passes have been received. Last year's shirts will be used. No registration fee is needed to host a booth because the booth is informational. Steve inquired about the amount of money that was spent on the booth. Kelly replied with the total budget and included that \$2,500 was budgeted for this and next year to purchase a new trailer since the current trailer is more than 15 years old, which isn't a typical state fair expense. Kristin mentioned Tim of Cayuga County SWCD repaired the booth, and Erica Shriner has been making copies. Velynda inquired if every CDEA executive board member signed up for a shift. Kristin replied Steve needs to sign up, and Chastity may not be able attend due to a wedding. P.J. mentioned that Brian inquired if anything else is needed for Empire Farm Days. Kristin replied that more people are needed to staff the booth. The full report is appended to the minutes.

**v. Environmental Education Foundation Committee** – Ben mentioned a face to face meeting is needed. Ben continued that Envirothon expenses were discussed, and an invoice is needed from the host college. Members at large are needed. CDEA reps and District employees all filled for the committee. Chastity mentioned Dave called her and inquired about members, fundraising, symposium ideas, and raising money for the Envirothon. Blanche mentioned that when applying for grants, stating the event as environmental instead of education will decrease competition.

**vi. Municipal Assistance Subcommittee** – P.J. mentioned that Districts experiencing non-ag, and technical difficulties with projects can bring their concerns to this committee. P.J. continued that another meeting will be scheduled for this year. Issues and items to discuss before the committee can be sent to Jennifer. Kelly mentioned she is a member of this committee, and will update the CDEA board regularly. Doug mentioned that in regards to watershed groups, road ditches are seen as a source of pollution to lakes, with additional water coming in from tile. Doug continued watershed and ag groups view road ditches, tiles, maintenance, and drainage law as concerns. P.J. mentioned septic systems should be reviewed by this committee. P.J. continued that George Barden is a fantastic authority on septic systems, and offered to assist with septic system programs for Districts for free. George understands the local laws and the intricacies of septic systems. George will probably retire in a few years. Kelly mentioned one focus of this committee is the 4 hour Erosion and Sediment Control course. Kelly continued that new training is rolled out, and people certified under CPESC are added as new trainers on the instruction list available on the CDEA website. Kelly mentioned that other focuses include emergency stream intervention training, and the culvert assessment program. Kelly invited Doug to attend the next meeting to discuss the road ditch issue.

**vii. Operations Manual Committee** - P.J. mentioned the committee is still active. P.J. continued that the manual will need to be updated over time, and Jennifer took the lead on this. It is important to stay active and hold meetings to discuss updates and the elimination of documents. Members should be invited to continue to serve on this committee. Steve mentioned he will take the lead on this. Steve continued that this committee needs CDEA representation. P.J. mentioned a once a year meeting would be helpful to review the document. Steve mentioned the document should be tracked annually with new additions documented.

## **VII. New business**

**i. Follow up on NYS ESC Certification & MOU- what CDEA must do to begin the process** - P.J. mentioned a November roll out is the goal for NYS Erosion and Sediment Control certification. P.J. continued that progress is taking place quickly, and Don Lake updated policies and procedures. The involvement of CDEA will be discussed, as well as how to move forward. Kelly mentioned that discussion of a MOU took place. Kelly continued that because DEC is pulling back their staff support due to a lack of employees, the MOU won't be immediately forthcoming. Steve mentioned that other than discussions with P.J., he has not been involved in this process. Kelly commented that the MOU was discussed because DEC needs the MOU to be involved. Kelly continued that Don mentioned there is no MOU at this point, but this doesn't mean the program can't move forward, and the MOU may come later. Steve inquired how DEC will change the permit without the MOU. Kelly replied the permit doesn't update for a few years. Steve mentioned if there is no MOU, and certification is received in January, the process can't move forward. Kelly mentioned it won't be in the permit until 2020. Steve mentioned no work will be accomplished until 2020. Kelly mentioned there's a catch all approved by DEC. Steve mentioned DEC will allow CDEA to develop it, and DEC will support it. Kelly mentioned that Don's goals include a roll out by November, discussions about how CDEA can move forward with the process, and how CDEA can encourage training and stormwater certification among Districts. Kelly continued that DEC had some concern regarding the longevity of District staff members who are CPESC certified, including 22 across the state, and CDEA needs to do

more to encourage stormwater certification. Kelly mentioned the goal is to have NY certified staff members in Districts that serve 2 year terms for a total of 4 years. Kelly and Jim will reach their term in 4 years, and more devoted people are needed to step up. Kelly mentioned that some type of erosion and sediment control class should be offered at all training sessions. Steve inquired if continuing education requirements are needed. Kelly replied yes, but the credits are not terribly stringent. Steve inquired if a test is necessary to receive certification. Kelly replied yes, and a review course is being developed by Don that can be taught by any trainer of the 4 hour course. Steve mentioned that longevity must be taken into consideration. Steve inquired if an engineer could be brought in to assist. Kelly replied that Ellen Han of DOT is on the steering committee. Kelly mentioned that Districts working with stormwater will review course and exam material and make changes as necessary. Kelly mentioned that DEC is supportive, but they can't staff the program. Kelly continued CDEA will be responsible for registrations, exams, certificates, and money. An RFP or RFA will be developed and distributed to Districts statewide to apply for program administration, applications will be reviewed, and a decision will be made. PJ mentioned the NY Certification will also be available to the NYS private sector. Steve mentioned CDEA is not set up for administration, and the District that administers the work load should receive compensation. Kelly mentioned exams could be held at Water Quality Symposium and Conservation Skills workshop. Chastity mentioned the exams could be held in Syracuse twice a year. Steve mentioned that a list of people should be developed who can proctor the exam. Kelly mentioned the next step is to develop an RFP from CDEA that will be sent out state wide to each District. Reporting would take place to CDEA board. Kelly inquired about payment to the District. Kristin replied that the District provides the dollar amount, and processes an invoice for what they owe CDEA. Velynda replied it may be beneficial to set up a dedicated account and make certain the District understands they will be receiving a flat fee. Chastity mentioned to obtain more information from Districts that already have a similar program in place. P.J. mentioned it may be beneficial to create a separate company in Quick Books. Steve mentioned the RFP must be complete. Kelly mentioned that the reason for CDEA to take in most of money for this statewide program must be clear, with the money going back to CDEA for training purposes. Steve mentioned there would be a contact person between the District and CDEA. Kelly mentioned she and Jim will work on an RFP for September's CDEA meeting. Steve mentioned a conference call or email could be set up to approve the RFP. Kelly mentioned that she will contact Jim and proceed with the RFP to submit to Districts as soon as possible.

**ii. Follow up on 2 hr NYS DEC MS4 inspector training program** – P.J. mentioned that Dave Gasper will assist with this training program. P.J. continued that a District would provide a service for a specific amount. This program is geared for MS4s. Kelly mentioned the MS4 permit received many comments. Kelly mentioned that Dave Gasper said then New MS4 permit probably won't be out until 2018, and movement forward with offering the course cannot take place until the new permit is out.

## **VIII. Old business**

**i. Selection of video provider for CDEA online 4 hour course and next steps** – Kelly mentioned that on Friday, she, Jim Liebrum, P.J. and Jess Verrigni will travel to SUNY Brockport to record the NYS DEC Endorsed 4 Hour Erosion and Sediment Control Course. Kelly continued that the college has offered to help film the 4 hour training. A meeting took

place in May that included professors from the computer tech program, and a videographer. The video will be recorded on Friday, with the possibility of slides with a voice over instead of a teacher acting out the training. Kelly mentioned that she communicated to the professionals that a high-end training is needed, and the college can accomplish this. A voice over with the slides will be split into sections, and after each section, the person taking the course must answer a series of questions. The student does not have to answer all questions correctly to move forward, but instead, incorrect answers are explained. The college will give a presentation to the CDEA board around Thanksgiving and the students will take this on as a project at no cost. Students will present to the CDEA board a variety of tools to put the course online, and the board will choose which online platform will be utilized. Options and online costs will be presented by the students as part of their course work. The course will hopefully be available by January 2018. Chastity inquired if the goal of this project is to have an online course in lieu of a classroom course. Kristin replied no. Kristin mentioned that she will take care of the costs. Kristin continued that she will mail the wallet card and certificate, and online payment for the course will be available via credit card. Chastity mentioned that many participants may register for the online course due to long travel distances to take the course in a classroom setting. Steve mentioned that people will still attend the in-class course because it is less expensive. Steve inquired about where it will be housed, and what kind of traffic the CDEA website can handle. Kristin said the college students will present possible ways to offer the course online.

**ii. Discussion on 2017 Administrative Conference and Administrative Conference Committee support** – P.J. mentioned the Admin Conference is in need of volunteers to assist with organizing the event. Chastity mentioned that Carla is still willing to help organize the hotel and conference related items, but she is fresh out of course ideas because she has been organizing the event for 10 years. Chastity continued that someone to step up to plan the courses, and Carla researched a human resources class via a company for personnel policies and NYS requirements, for a cost of \$1,000 – \$1,200. Kristin mentioned CDEA has funds to pay for an instructor. Chastity mentioned a full day of Human Resources classes could be planned. Kristin mentioned \$6,000 was budgeted for this conference, and RFPs need to go out soon. Chastity mentioned the conference is usually a day and a half. Kelly mentioned the members of the Admin Committee may be able to take over and organize the presentations that were discussed. Chastity mentioned Karen is willing to help, and she will reach out to Brenda Weaver. Chastity recommended the conference be held every other year. Chastity mentioned a personnel policy could be added to the District Operations Manual. Steve mentioned that over 10 years ago a company was hired to develop a human resource plan and it is available for purchase to personalize for a specific District. Steve continued that the HR public sector was easy to work with and gave a discount. Steve mentioned the HR class is needed, regardless of when it is held. Chastity mentioned a state wide email will be sent requesting help for chairing and assisting this committee to develop the conference.

## **IX. New business (continued)**

**i. Discussion/suggestions on Ag Waste Management funding RFP** - P.J. mentioned that he, Victor, and Scott had a discussion about the RFP. P.J. continued that \$50 million is available for manure storages. Steve mentioned he spoke with Brian on Monday, and they are finalizing the RFP. Once finalized, Steve will meet with Brian and other individuals to review the RFP and provide input. Steve continued that the RFP must be shown to the employees in

some form before roll out. P.J. mentioned a fall release is anticipated. Steve hopes some more District staff members can attend. Steve mentioned multiple rounds will be organized and spaced between the EPF. Kelly inquired about financial needs. Steve replied a solution will be implemented. Steve mentioned the RFP will probably be approved at the September meeting.

**ii. Discussion/approval of a new CDEA logo** – Kelly mentioned that she prefers the logo with the writing underneath the graphic. Kristin mentioned the logo must read Employees' and add Inc. Kelly inquired if the logo needs the registered R. Chastity replied if it is registered, it will have the registered symbol. Caitlin mentioned she prefers a black font color instead of multiple colors. Chastity mentioned that embroidery may be a problem due to the complicated logo. PJ mentioned the logo can be silk screened.

- **A motion was made by Laura, seconded by Velynda to approve the new CDEA logo with changes. Carried.**

**iii. SWCD Civil Service exams and titles** – P.J. mentioned he worked with Amanda and Brian, and little can be done to update the list until they speak with Albany. P.J. continued that Brian spoke with Albany and has not heard back from them. P.J. continued that CDEA needs to keep an eye on this and move forward, even if it's once a year. Exams and titles need to be redone because they are outdated. P.J. mentioned he will check in with Brian again in December. Chastity mentioned that something needs to be done to update the questions because they are outdated. Velynda inquired if there is a point of contact in Albany. P.J. replied that he does not know. Velynda inquired if a local legislator should be contacted to move things along in Albany. P.J. replied that this is a lower priority, and the exams already exist that are terribly outdated. P.J. will follow up with Brian tomorrow.

**iv. Pins** – Laura mentioned she sent out an email regarding the pins. Laura continued that supplies are low, and the cost to order more pins will be less expensive if a bulk order is placed. The pin logo is set up with the Maxwell Company. Laura will receive a reimbursement. Kristin mentioned that Laura can use the CDEA credit card for payment.

- **A motion was made by Steve, seconded by Kristin to purchase Years of Service pins. Carried.**

**v. Clocks** – Laura mentioned a District employee has either 40 or 50 years of service, and she would like to offer something special for this employee. Caitlin mentioned a personal gift may be well received, such as a gift certificate. Chastity mentioned a recycled glass trophy and a gift certificate may be well received.

- **A motion was made by Steve, seconded by Kelly to spend up to \$75 for a gift for the employee with 40 or 50 years of service. Carried.**

#### **X. Election of new president for NYS CDEA**

- **A motion was made by Velynda, seconded by Kristin to appoint Steve Lorraine as CDEA President until March 2018. Carried. Steve Lorraine abstained.**

**XI. Division III Representative** - Steve mentioned he reached out to his division but no one was interested in serving as Division III Representative. He continued that he will reach out to Rhianna as she may be interested.

**XII. New business (continued)**

**i. Renewal of Ronny Raindrop trademark** – P.J. mentioned that if the Ronny Raindrop trademark is not renewed, the process will start over at the beginning. Caitlin mentioned the trademark expires September 1, 2019. Laura mentioned paperwork was filed. Velynda mentioned the paperwork needs to be filed a year before the expiration date. Steve mentioned that new Ronny Raindrop costumes are needed, and these should be budgeted for 2018. Caitlin mentioned she will follow up with renewing the trademark.

**ii. Other new business - Training on Local Roads Program** - Erin mentioned that she and Brian were on a call regarding NAACC inventory and how to engage highway departments. Erin continued that Brian’s idea was to present a training at the Cornell Highway School. He is willing to present, and wondered if there is support from CDEA. Chastity mentioned that Dave Reckahn is interested in a state wide program, with money from the Lake Champlain Basin Program. Laura mentioned she can assist with the program. Kelly mentioned she would like to know how Erin proceeds with this.

**iii. Appointment of a District employee in the Albany area to serve on NYS Invasive Plan Board** - Caitlin mentioned she needs to know a time commitment to serve for this board, and then ask permission from District Manager Elizabeth Mangle. P.J. replied the board meets maybe one or two times a year. P.J. mentioned that Brian will ask Dustin Lewis if he is interested. Steve mentioned to ask around to see if anyone is interested and to bring these people’s names to the next meeting. Chastity mentioned it may be beneficial for two people to serve on this committee to share the time obligation. Caitlin mentioned she is interested and will follow up with Polly Weigand, who previously served on the committee.

**iv. NRCS Subcommittee - NRCS new planning policy- need to appoint 2 to 3 people** - Steve mentioned he will follow up with Dennis and inquire if the subcommittee is moving forward.

**XIII. Old Business (continued)**

**i. Follow up on CDEA CAFO training with DEC** – Steve mentioned there is a lack of staff members for the training, and that is troublesome for the program. Velynda mentioned that CAFO inspections won’t take place until the end of July. Kelly inquired about the training. Steve replied Scott wanted to establish districts for ease of annual trainings. Districts could charge for the service or offer the service free of charge. Steve continued that Scott Cook had some support at the state level, but Scott has now left. Steve mentioned the training is a requirement of the permit. Chastity mentioned Carl is attempting to frequently offer CAFO trainings over a large area.

**XIV. New business (continued)**

**i. Other New Business - Grown and Certified Event** - Kelly mentioned she received phone calls and emails from Ag and Markets regarding NY Grown and Certified. Kelly

continued that Ag and Markets organized an outreach tour and dinner in her county and communication with Kelly's SWCD was lacking. Kelly did not know who was responsible for organizing the event. She mentioned that there were issues with the program itself on eligibility and verification of AEM for the farms participating. Chastity inquired about the certification process for the NY Grown and Certified program, and mentioned that trainings are needed for the program. Steve mentioned to pass along Judy Littrell's phone number to the farmers who called Kelly with questions, or direct them to Ag and Markets. Steve mentioned he will speak with Brian about the issues CDEA has been hearing at the local level.

**Meeting suspended at 4:29 p.m.**

**Meeting Reconvened on July 20 at 9:25 a.m.**

**Executive Committee Members**

Steve Lorraine, President  
Chastity Miller, Vice President  
Caitlin Stewart, Secretary  
Kristin White, Treasurer  
Doug Kierst, Member at Large

**Absent**

Judy Bennett, Division I  
Brian Steinmuller, NYS SWCC  
Blanche Hurlbutt, NYACD  
Greg Kist, NRCS

**Division Representatives**

Kelly Emerick, Division II  
Steve Lorraine, Division III  
Velynda Parker, Division IV  
Laura Benedict, Division V  
Ben Luskin, Division VI  
Erin Somerville, Division VII  
Ann Marie Calabro, Division VIII

**I. Old business (continued)**

**i. 2017 Water Quality Symposium discussion to include policies and procedures –**

Chastity passed out copies of the bid spreadsheet and emailed the document. Doug and Velynda mentioned the Crown Plaza must be excluded. Chastity mentioned the Millennium was the least expensive, did not submit a price for rooms, and the staff members are difficult to reach. Caitlin mentioned to be cautious of hotels that do not respond to emails or phone calls. Kristin inquired if Chastity read any reviews of the Millennium. Chastity replied Karen searched for reviews, and found the hotel is undergoing renovations. Kelly inquired if the event usually fills 140 rooms. Steve replied yes. Chastity mentioned that for the 2018 WQS RFP, the form for hotels to complete will be on Google Docs, allowing for an easy comparison. Kelly and Caitlin mentioned that they feel breakfast should be the minimum cost and variety. Erin mentioned that there is no need to increase the cost of meals. Chastity mentioned that the Double Tree charges \$15 in addition to a 21% gratuity fee per table for the Farmers Market unless vendors bring their own tables. Chastity continued that the Double Tree offered complimentary tables for raffle items, a corkage fee for donated wine was not charged, and entertainment should be offered in the ballroom. Caitlin mentioned a table section can be added to the application form for the Farmers Market and Resource Fair, encouraging vendors to bring their own table. Kristin mentioned 2 phone numbers should be available for cancellations due to weather or other problems.

Steve mentioned he is uncomfortable going to the Millennium with a 3 star rating. Steve continued that if the Millennium is being considered, CDEA should visit the venue. Steve mentioned the Double Tree's costs look reasonable, and we can negotiate snacks. Chastity mentioned the Marriot Holiday Inn should have bid. Steve mentioned to call Mary for a bid.

Caitlin mentioned internet must be available for all presenters who request it. Last year Caitlin used Kristin's hot spot for one of her education courses due to technical difficulties with the hotel's equipment. Chastity mentioned the AV price will be increased for this event and is expensive at the Double Tree. Caitlin mentioned a laptop provided by the Double Tree had updates and would not work, and she used her own laptop. Chas mentioned the cost for AV was \$1,200 per day. Steve mentioned historically AV was provided by Districts, and a sign in sign out should be established. Chastity mentioned to designate a District volunteer to each classroom and make certain the AV equipment is set up and functions. Steve mentioned that historically, there was an AV person to make certain the equipment was operational. Caitlin mentioned that she will assist with AV in the classrooms. Kristin mentioned that equipment Districts donate for use during the WQS should be assigned to only 1 room. Chastity mentioned that projectors can be purchased for \$200 - \$350. Chastity continued that a laptop and projector will be provided for each classroom with a room monitor to make certain the technology works.

Kristin mentioned that she received some requests from presenters asking for a teacher discount off of their symposium registration fee. Steve mentioned the boards are writing the checks for this event, and people who are presenters have a right to ask for a discount. Steve mentioned that if people want a reimbursement for teaching a class, they must make a note when they register. Kristin mentioned that outside agencies inquired about a half day registration fee. Kelly mentioned people asked for refunds, but refunds could not be accommodated because the charge had already occurred. Steve mentioned the important thing going forward is for instructors to fill in a cost. Kelly mentioned that a discount should not occur at the time of registration, but, instead, a reimbursement check should be cut, and Districts should invoice the CDEA for the reimbursement. Chastity mentioned she will compose a policy for this situation.

Chastity mentioned the importance of establishing the dates of the Water Quality Symposium well in advance, and notifying Districts to allow time for board approval. Kristin mentioned that payment should be received 6 business days prior to the beginning of the Symposium. Caitlin mentioned the payment needs to be received by the date designated in the registration packet. Doug mentioned this WQS policy should be available for Conservation Skills Workshops and other trainings. Kristin inquired about a late fee for registrations that are submitted after the deadline. Kelly mentioned pre-approved late fees should be accepted. Chastity mentioned that an attendance fee not paid by the due date in the registration packet or pre-approved by CDEA will not be accepted. Kristin mentioned that a \$50 late fee should be charged if a registration fee is not received by the last day of the event.

Kristin inquired about the use of credit cards, and mentioned that fees range from 3.44 – 3.7 %. Chastity mentioned Square offers a flat rate program.

Chastity discussed the course track chair people, and mentioned that Caitlin will cover Education, Steve will cover Ag, and Kelly will coordinate non-ag. Chastity continued that Jim

has offered to set up a non-ag class. Kelly mentioned that she will form a task group, and Lenny is willing to help with enough notification in advance. Chastity mentioned that a chairperson for the Clerks / Admin track is needed. Chastity continued that classes should be in by October 15. Steve mentioned that in the past, a meeting is organized in August for track chairs to plan course ideas and possible instructors, and that NRCS should be invited. Caitlin mentioned that Education classes are not drawing a lot of participants, and last year there were complaints of a class where the only participants in attendance were presenters, and presenters were teaching presenters. Steve mentioned that the Education track could be cut back to Tuesday and Wednesday classes only. Course ideas, presenters, and track chairs were discussed during this time. Chastity mentioned that she will send a state wide request for a chair of the Admin Track, contact Brenda Weaver, and touch base with Carla. Steve mentioned Brian Davis may be interested in serving on the committee. Velynda mentioned Brian Davis' clerk may be a good person to contact for the Admin Track. Chastity mentioned that she has a list of course needs that she will send to the track committee chair people.

Caitlin mentioned that she will ask John Persch about wine for the banquet. Caitlin continued that she will organize the Farmers Market and Resource Fair. Kelly mentioned a dry and sweet wine should be offered during the banquet on each table. Chastity mentioned that a price could be added for wine for the banquet on the farmers market registration form. Chastity mentioned that Jess Verrigni should be contacted for possible local wineries that could supply bottles for the banquet. Steve mentioned to contact a winery in the hosting county of the WQS.

Chastity inquired about a guest speaker for Tuesday. Steve replied that Mark organizes the guest speakers. Kelly inquired about the MC for the Thursday night banquet. Velynda inquired about how to expedite the bucket raffle. Kristin replied that signs could be made and displayed noting that bucket raffle and silent auction items must be picked up Thursday evening. Chastity replied that volunteers could be organized to pull tickets, announce the winners, and write down the names of the winners to keep a record of payment. Ben replied that runners could to notify the winners. Steve suggested Division reps can run the items to the winners. Velynda mentioned the silent auction room needs to be well advertised with signs, and the room must be locked. Chastity mentioned the porch room at the Double Tree could be used for the silent auction and bucket raffle. Kelly mentioned that the signs should display room hours and where to purchase tickets.

## **II. New Business**

**i. Other new business - Audit** - Doug mentioned that a complete the audit is needed, and this should be coordinated soon. Doug continued that Kelly or Judy could assist with the audit. Kristin mentioned that she will send a Doodle poll to confirm a date.

**III. Next meeting** – September date TBD

**IV. Adjournment**

- A motion was made by Caitlin, seconded by Kristin to adjourn at 11:36 a.m.  
Carried.



---

Caitlin Stewart  
Secretary

## Division Reports

### Division I, Judy Bennett

I sent an email out to all the Districts in my division to see if they had anything they would like me to report.

Orleans County SWCD reported the following:

- Several Construction projects are in full swing!
- Working on starting NY Grown & Certified grants. We were successful in obtaining 10 grants for local farms and are starting the design process.
- WNY Soil Health Alliance planning an August 22nd Workshop & Field Trial (Interseeding trials)
- Starting on NAACC culvert assessments
- Will be working with a high school intern for the summer

Genesee County SWCD reported the following:

- The Genesee County Soil & Water Conservation District staff is continuing to work to successfully fulfill our mission through the implementation of District programs while experiencing staff changes. In early 2017, District Clerk Jodi Chamberlain left the District and Laura Bestehorn was hired for the position. Conservation planning and technical assistance through the AEM program to the agricultural community has remained a priority for the District.
- Work has continued on three Agricultural Non-Point Source Pollution (AgNPS) Round 21 grants, a single AgNPS Round 22 grant, two Climate Resilient Farming (CRF) Round 1 grants, and two Genesee River Erosion & Sediment Implementation Grants. GCSWCD is continuing to assist Orleans County SWCD and the Western New York Soil Health Alliance in the planning of an upcoming soil health workshop to be held on August 22nd, 2017. Through the Finger Lakes Lake Ontario Watershed Protection Alliance (FOLLOWPA), the District is currently implementing three agricultural best management practices and is continuing the County-Wide Water Quality Monitoring Program.
- Recently, the District has been awarded funding to complete North Atlantic Aquatic Connectivity Collaborative (NAACC) culvert assessments that will start this summer, and the District is awaiting possible funding for three AgNPS Round 23 grant applications. The District is also waiting on possible funding from an Environmental Protection Agency (EPA) Great Lakes Restoration Intuitive (GLRI) grant application for \$750,000 on behalf of the Genesee River Coalition of Soil & Water Conservation Districts. Through the Coalition, the District is participating in a Regional Conservation Partnership Program (RCPP) with the Natural Resources Conservation District (NRCS) to implement agricultural best management practices in the Genesee River Watershed. The District's Part B project this year is a passenger tire recycling program, the District projects that 2,000 tires will be recycled through this program. The District's Part C project this year includes assisting Genesee County with culvert replacements, purchasing of equipment to complete NAACC culvert assessments, and assisting with an on- farm agricultural tire recycling program.

- Conservation education was continued through the District's 27th annual Envirothon and participation in the Genesee County Park & Forest Environmental Science Career Exploration Camp. Other District work that continued in the first half of 2017 included the Agricultural Plastic Recycling Program, Tree & Shrub Program, Fish Stocking Program, tile layout, and assistance with regulatory permitting.

Niagara County SWCD reported the following:

- Initiating field work on NAACC grant.
- Obtained four NYS Grown and Certified grants – design work will be started in late summer.
- Working with the NRCS to construct two covered barnyards and manure storages.
- Completing design work for NRCS on two silage leachate collection systems and an agrichemical handling facility.
- Hired two summer interns to assist with NAACC field work and Japanese Knotweed eradication program.

I did not hear back from any other county.

Submitted by: Judy Bennett, Division I Representative

## **Division II, Kelly Emerick**

*Cayuga:* Verbal report provided by Doug Kierst during meeting. See meeting minutes.

*Livingston:*

- Currently implementing and or coordinating the start of several agricultural projects.
- Performing observation, site visits for culvert to bridge replacement Mill St. Caledonia, headwaters above NYS DEC fish hatchery.
- District secured \$75,000 via USFW as well in \$10,000 part C for fishing platform.
- Successfully implementing components on five PART C projects selected for funding in 2017 with 2016 funds.
- Numerous site visits in response to recent storm events. Working of several non ag applications as a result.
- Daily tasks common with Districts are steady, soils maps, drainage calls, administrative paperwork, updates to other agencies, boards, etc.
- Encouraging local farm operations to utilize newly acquired interseeder purchased by the Genesee River Coalition of Districts.

*Monroe:*

- Hired a Watershed Agricultural Coordinator for the Genesee River Watershed Coalition of Conservation Districts (9 counties in NYS and 1 county in PA) with a start date of July 31, 2017. Her name is Stephanie Castle and she comes with 6 years of experience as an Environmental Analyst for the Lake Champlain Basin Program.
- Received the two interseeder machines purchased by the Genesee River Watershed Coalition that are currently housed in Allegany and Livingston County SWCD office. These will be leased to farms in all counties within the coalition.
- Completed an AgNPS Round 18 Closeout; Completed closeouts for 4 EBM Genesee River Agricultural Mini-grants.
- Inspecting cover crop projects for termination and payment under AgNPS Round 20 & 21.
- Working on coordinating a Native Pollinator Habitat Project through NYS Part B funding to enhance habitat within at least 3 public accessible park areas throughout Monroe County.
- Prepared and hosted our 2017 Tree, Shrub and Plant Program at the Monroe County ecopark throughout the month of April.
- Hosted the 2017 local Envirothon competition at Monroe County's Ellison Park on May 18<sup>th</sup>. J. Paris, Ag Planning Tech, prepared the current issue exam related to Agricultural Soil and Water Conservation Stewardship. Churchville-Chili Team advanced to State Competition and placed 12<sup>th</sup> overall.
- Continue to provide erosion and Sediment control construction inspections on development sites, including weekly inspections on County owned projects.
- Hosted 5 NYS DEC Endorsed 4 Hour E&SC Training sessions from January through June. Will begin to host again in October.
- Held 5 WNY Stormwater Training Series Classes at Monroe Community College February through June. The planning for the 2018 training series has begun.
- Working on 3 projects for planning under WQIP Round 12 including a regional stormwater pond facility scheduled to be constructed in August, a riparian buffer project scheduled for implementation this fall, and a stream restoration project scheduled for construction for next year.
- Working on 3 applications under the current RFP for WQIP Round 14 for Stream Restoration, Nature- Based Shorelines and Green Infrastructure Retrofits.

2

- Submitted several grant applications since January for various projects including: Ecosystem Based Management to roll out the North Atlantic Aquatic Connectivity Collaborative culvert assessments across the County; Great Lakes Restoration Initiative (GLRI) under EPA for stream restoration and stabilization on Black

Creek; GLRI under US Forest Service for forest canopy restoration due to Emerald Ash Borer Impacts. We were successful in our NAACC application, but not our EPA GLRI application. Waiting to hear in regards to the US Forest Service application.

- In process of purchasing equipment and hiring an intern to roll out our Culvert Assessment program within the watersheds from our grant award.
- Working on coordinating with Dave Mosher and hosting an ESI training in Monroe County for 2017.
- Working on a riparian buffer design for a stream project funded by FLOWPA dollars.

*Onondaga:*

- Controversial manure storage going to contract soon. Construction expected to take 2 weeks.
- 4 SUNY ESF students started July 5. Will pull Water Chestnuts on 13 to 19 mile stretch of Seneca River over 6 to 8 week period.
- SWCD and SLWAP back up to full staff. 2 new employees started.
- SUNY Morrisville 600 hour intern marking out numerous ash tree cuts on highway ROW in various Town's around City of Syracuse.
- Ash trees that provide high function and values and are still healthy are getting injected in select County Parks and in Towns of Marcellus and Clay.
- District getting ready to put out first bid for timber sale of ash trees on County Park property.
- Excessive storm damage from 5" rain event in southern portion of County over July 4<sup>th</sup> weekend. Many requests for technical assistance. Good time to put Emergency Stream Intervention training to use.

*Ontario:* No contact for District as office is in process of hiring a new manager to replace PJ Emerick.

*Seneca:* Verbal report provided during meeting by Erin Peruzzini. See meeting minutes.

*Wayne:*

- Wayne Co SWCD has moved to 7312 Route 31, Lyons, NY 14489 and has a new number of 315.946.7200. New office hours are M-F 7:30-4:00.
- Currently with some of the changes in CAFO regulations we are looking at trying to mirror some of the stipulations to help other medium sized farms that are not CAFOs and help them maintain the appropriate nutrient use through manure application/distribution, tillage and land use and are working to extend the AEM program that way for field crop farms.
- Overall, with the addition of two new technicians our program efficiencies are increasing and we have already seen a 20% increase in community involvement and participation through calls, event and workshop attendance and information review.

*Yates:* No Report Provided

Submitted by,

Kelly Emerick

Executive Director

Monroe County SWCD

NYS CDEA Division II Representative

#### **Division IV, Velynda Parker**

A joint Division IV meeting with NYACD has been scheduled on Friday, May 19 at the Cortland SWCD office building. Six (6) directors, nine (9) district employees; one (1) State Committee Representative and two (2) NRCS representatives were in attendance. Counties and partner reports were given.

State Committee rep had mentioned that the draft report was available on SharePoint and it was suggested for the Districts to review it. A question was asked if it would be good to hold a “training” and/or meeting on the administrative manual or certain areas that the group thought would be good. The group decided it would be best to review the administrative manual first to get acquainted then select an area or two for a more in depth training.

Copies of the 2017 Northeast NACD meeting agenda was distributed which showcased the outline of the meeting breakout topics along with associated tours. Some of the breakout topics included: Conservation Innovation: Watershed Approach; Green Stormwater Infrastructure; Capacity Building-Measuring & Communicating Conservation District Results; Program Sharing-Supporting the Working Landscape; and Farm Bill 101-Why You Should Care. Tours include Conservation Implementation on Farms in the Lake Champlain Basin; Nurturing the Vermont Foods System (Farm to Plate); Urban Conservation Programs to Address Water Quality.

It was mentioned to sign up to volunteer at the State Fair and/or Empire Farm Days and to contact Kristin if interested.

Copies of the NYSCDEA Management Certification Program were provided to attendees in the hopes to rejuvenate the program among Districts.

It mentioned that if there are any resolutions for NYACD to be considered for the annual meeting, they need to be received no later than August 1. It was also mentioned that a possible resolution would be forthcoming regarding changing the policy on the Performance Measures since couple of the Districts lost funding.

Looking at holding another Joint Division meeting later in the year.

## **Division V, Laura Benedict**

### *Division Wide*

- Summer has been busy!
- Ronny
  - Locations- Five Ronny's have been located across the state, most in rough shape.
    - One in good shape, one in fair shape, three in somewhat poor shape.
    - Found in Divisions I, II, IV, V, VI
  - Trademark- Will need to be renewed in 2018, too early to start renewal process.
- Years of Service
  - Got quotes for replacing pins
  - Looked at ideas for clocks for 40+ years of service

### *Clinton County*

- Clinton County SWCD is busy planning about 500 acres of cover crop, 2 Scrap Tire Round Up days, and many other projects. Our staff has doubled as we have 2 interns this summer assessing culverts for our Great Lakes Road Stream Crossing Assessment grant and helping with hydroseeding and other conservation work.

### *Essex County*

- Two interns have been hired for summer work
- Timber harvests have been closed out, with spring seeding showing success on skid trails
- Working on WQIP for Schroon River erosion
- Purchased a new, trailer mounted post pounder
- Educating local youth at summer programs
- Working with NYS DOT and towns to hydroseed cleared ditches
- Working with farm to implement large farm waste composting facility utilizing AgNPS and NRCS funding

### *Franklin County*

- Report given at meeting.

### *Hamilton County*

- Janice Reynolds, 30 years as District Clerk died May 7, 2017
- New Secretary/Assistant Treasurer to Board – Marj Remias started June 19, 2017.
- New Intern – Alex Bielli (returning from last year) started May 22, 2017.
- Envirothon update: 3 teams competed and Long Lake Central School's The Fig Neutrons had a wonderful experience at the New York State Envirothon.
- Lots of hydroseeding throughout county – 1 large site on an island in Raquette Lake needed barge to get hydroseeder to site.
- Completed Upper Hudson River Watershed culvert assessments.
- Began Lake Water Monitoring Program.
- Received DEC grant for terrestrial invasive plant management throughout the county and ADK region.
- Water Testing Summer Program started.
- Partnered with Adirondack Lakes Alliance and the Piseco Lake Association to organize and host the Protect Your Lake Seminar. 65 people attended.
- Green Infrastructure in Your Own Backyard presentation at Black River Watershed Conference in Old Forge.
- Beetle Munchers Program: Our District received a grant from International Paper to partner with area students to raise and release Galerucella beetles as biocontrol agents of the wetland

invasive plant purple loosestrife. Hatcheries were constructed, beetles were received from the DEC, and a presentation was given to Lake Pleasant Central School's 7<sup>th</sup> grade science class.

- Stream Biomonitoring with Macroinvertebrates outdoor lab and presentation for Wells Central School's 6<sup>th</sup> graders.
- Asian Longhorned Beetle presentation and mask making for Lake Pleasant Central School's 3<sup>rd</sup> grade art class.

*Warren County*

- We are submitting 2 WQIP grants – 1 culvert, 1 stormwater.
- We are setting up several 4 Hour ESC trainings and a 4 hour ESI training for fall.
- Our District budget is starting and we will know what where we are at in late August.
- Purchasing a new pickup through NYS OGS mini-bid.
- Continuing to implement numerous grant projects across the county.
- Our county lost approximately 8-10 culverts with recent storms. We did receive praise from a Town Highway Super that we work with. He spoke to our Office of Emergency Services and said that any of the improvements that have been made with us had zero issues. That is great to hear and for someone to say voluntarily.
- We have had a terrific response to our education support program from our Part C. We will be awarding funds for supplies and materials on a variety of projects. Small amounts of dollars really help out smaller projects and communities and they are appreciative

## **Division VI, Ben Luskin**

### **Albany County**

- Continue to work on Round 22 grant: fence is installed, working on well and water system design
- Staking out project for the CRF Erosion Control and Upland Water Storage grant
- Completed a Street Tree planting project with a Neighborhood Association in the City of Albany
- Completed road ditch hydroseeding projects with the Town of Rensselaerville and the Town of Guilderland – WQIP Grant

### **Fulton County**

No Report

### **Montgomery County**

No Report

### **Rensselaer County**

- We had one staff member volunteer at the NYS Envirothon for both days.
- Staff have been busy doing RCPP (invasive species on pasture) sign up and plans, trying to get all the plans done by the deadline. We had 12 signups for this round.
- Staff have been busy trying to field work for the DOS grant through the Upper Hudson River Water Coalition.
- Staff have been busy designing and surveying for a water system and well as a component of a 300 acre grazing plan.
- Staff have also been working on a contribution agreement with NRCS to do WRP Monitoring by August 31<sup>st</sup>.
- We are currently working with a few farmers to repair flood damage from the flash flooding that occurred on the first weekend in July.
- We have rented out the No-till drill to 11 farmers

### **Saratoga County**

No Report

### **Schenectady County**

No Report

### **Schoharie County**

- The Schoharie County Soil and Water Conservation has had a busy spring/summer season in 2017. We have completed another successful Annual Tree and Shrub Sale filling well over 200 orders. In addition to our regular duties our time has been filled performing the following boots on the ground projects:

- **1. NAACC Culvert assessments-** Two prioritized HUC 12 watersheds were identified using the North Atlantic Aquatic Connectivity Collaborative. Panther creek (49 culverts and bridges), and the Little Schoharie Creek (37 culverts and bridges) are currently being monitored. Both watersheds are being assessed to promote adequate fish passage and reduced flood damage from future flood events.
- **2. Hydro-seeding critical areas on Town and County Roads-** over 6 miles of roadway and streambanks have already been or will be seeded this summer.
- **3. Riparian plantings (i.e. Trees for Tribes)-** Planted one mile of the Platter Kill and 800 feet of Dave Brown Mountain Road NRCS EWP stream projects, to assist Schoharie County with project closeouts.
- **4. NY Rising-** Acting as sub-recipient for five NY Rising Flood recovery projects in three municipalities totaling \$9 million
- **5. Pond Evaluations-** We are continuing with our popular pond evaluations services for local pond owners. This service allows us to provide detailed pond reports to local landowners who have fish or swimming ponds. Contained within the reports is the ponds physical/chemical profile as well as recommendations for properly managing the pond for future use.
- **6. Ag Mini-Grants-** The District received over 15 mini-grant applications, and awarded 11 projects varying from roof water management to access road. This has allowed the district to expose more farms of varying livestock types to AEM and the District. Our goal with the program is to promote the use of best management practices throughout the county which improve water quality and encourage the farms to continue participating in the AEM program.
- The district looks forward to an exciting summer of projects and continuing our mission of “Providing Today-Protecting Tomorrow”.

### **Washington County**

- Round 17 & 18 Ag Nonpoint: Working on closeout paperwork
- Round 19 Ag Nonpoint: Closeout paperwork has been started
- Round 21 Ag Nonpoint: Ongoing construction of a 6.1M gallon earthen manure storage system and a large silage leachate collection & treatment system; permits have been submitted for a riverbank stabilization and buffer system.
- Round 22 Ag Nonpoint: Construction has begun on a silage leachate treatment system and a manure push-off cover will be started in August on the same farm; On another farm the bids have been received for a 7.2 million gallon manure storage and construction will start in August
- Round 23 Ag Nonpoint: the one application submitted by the district scored high
- AEM work with orchards and vegetable farms interested in NY Grown and Certified
- Part B ballfield project has been completed
- Part C projects are in motion
- Permitting and site visits for streams stabilization and ponds
- No-till drills have been busy
- Upper Hudson River Watershed and Lake Champlain Watershed: DEC & DOS grant work
- RCPP: Greater Adirondack quarterly reports and signups for the Vermont RCPP

**Division VII, Erin Sommerville**  
**Dutchess County**

- Our AEM program has had 2 farms talk with us about the NY Grown and Certified program, they have completed the tier 1 and 2 process and GAP Certification.
- We have a few farms talking with us about the Dutchess Land Conservancy program, DLC has purchased rights to the farm and they need farm plans to move forward with the purchase.
- Technician in the process of getting the NRCS Planner Certification. 1 plan left to complete.
- 2 Interns completed NAACC inventories in 3 watersheds. Roughly 300 crossings assessed this summer.
- Partnering with the Dutchess County MS4 Coordination Committee to plan a Green Infrastructure Bus Tour to look at sites within Dutchess County.
- Looking to hire a new technician this summer.
- Surveyed 3 potential dry hydrant locations.

**Columbia County**

1. Kinder Farm manure stacking pad – The Kinder farm is a horse boarding and training facility. CCSWCD is assisting with the construction of a manure stacking pad. The stacking pad will facilitate proper handling and storage of manure produced on the farm, and allow for composting or removal.
2. North Atlantic Aquatic Connectivity Collaborative (NAACC). CCSWCD is participating with the NAACC to assess bridges and culverts within Columbia County. To date, approximately 130 culverts and bridges have been assessed in the Roeliff Jansen and Bash Bish water sheds. Plans are to assess another 125-150 culverts in the western portion of Columbia County within the next year.

The Lower Hudson Coalition of Conservation Districts is working on planning for the SENY Stormwater Conference to be held in Beacon, NY on October 18<sup>th</sup>, 2017.

## **Division VIII, Ann Marie Calabro**

### **Suffolk County:**

**News:** Our district has received variances for fuel tank capacity and location. The request of April 3, 2017, is granted for a federal variance to the National Conservation Practice Standard code 319, On-Farm Secondary Containment Facility to reduce the required setback of 100 feet from irrigation water wells and setback of 25 feet from on-farm access way to a setback of 5 feet for both. This variance is provided with stipulations for installation and does not allow for installation within 100 feet of streams, ponds, wetlands, or sinkholes. We also received a variance from the county to increase on-farm storage capacity from 250 gallons to 1000 gallons of diesel fuel.

**Funding:** Closing out 2 rounds of NPS grants for fuel tanks and administering several other rounds for fuel tank replacement, pesticide sprayer retrofits, and nutrient management. Completing construction of an ag-waste facility for the Corwin Duck Farm funded with SC WQPRP Funds. We are also awaiting contract extension from the DEC for installation of Agrichemical handling facilities. Through WQIP, a nursery and landscape guide to soil health for Long Island is being created along with educational workshops for both homeowners and specialists to attend. Part B funds have been awarded to 3 schools for installation of raised beds for Ag education curriculum. Part C is being dedicated to a green infrastructure project at the Long Island Railroad Ronkonkoma Station for the installation of a bioswale to capture stormwater for a new parking lot. Finally, we are also cost sharing deer fence installation to 22 farms experiencing deer pressure and crop destruction.

**Training:** Ken Johnson, Technician, received his pesticide sprayer certification. Suffolk County provided training for the new Grants Management System, this system was put into place for the county to track every grant for every department and increase the efficiency of uploading and sharing documents for approval and contract reviews. The County also provided SWCD staff with CPR and First Aid training.

**Education/Outreach:** The district hosted NYS DEC E&SC 4 hour courses to county staff and another for contractors.

**New York City:** Here is a very quick report from us.

With the NACD Urban Agriculture grant, we hosted two workshops for community gardeners and urban farmers. Participants were asked to attend both workshops (full description below) in order to receive free site visits by the Urban Soils Institute staff. We will be conducting site visits in August and September.

#### **Soil Interpretation Workshop**

Sunday, May 7<sup>th</sup>

11am - 4pm

NYC Urban Soils Institute will be hosting an all day workshop on soils focused on building, sustaining and maintaining healthy soils for use in urban agriculture. This workshop will cover:

1. Soil health basics including topics such as: fundamentals of soil fertility, pH, macro and micro nutrients, soil organisms, organic amendments, fertilizers, soil texture and structure, and soil fertility testing

2. Soils interpretation including topics such as: characteristics and functions of urban soils; sources and risks of contamination; bioaccessibility thresholds of contaminants; screening and testing for contaminants in urban soils; interpretation of test results; remediation strategies and suggestions for mitigation of exposure and contamination; and sign up for site visits

**Growing Food in the City Workshop**

Saturday, May 20<sup>th</sup>

11am-1pm

The Horticultural Society is hosting a half day workshop focused on growing food in urban gardens. This workshop will cover:

Crop selection, crop rotation, increasing production, harvesting and preserving. After lunch, participants take home seasonal veggie starters.

– Shino Tanikawa

**Westchester County:** No Report Provided

**Putnam County:** No Report Provided

**Rockland County:** No Report Provided

**Nassau County:** No Report Provided

**Report Submitted By:** *Ann Marie Calabro, Division VIII Representative*

New York State Soil & Water Conservation Committee  
July 2017 - Submitted by, P.J. Emerick

**SWCC News**

**Congratulations Bob!** After 37 ½ years working with the DEC, Jefferson County SWCD (Technician, District Manager), Franklin County SWCD (District Field Manager), Wyoming County SWCD (CNMP Planning Specialist), Essex County SWCD (Water Quality Specialist) and the State Committee/NYS Department of Agriculture & Markets, Bob Brower is putting the certified planners manual back on the highest shelf he can find and is officially announcing that he will be retiring from State service. Bob's last day of actual work is tentatively set for July 26<sup>th</sup>. For decades, Bob has been a crucial resource for SWCDs all across the State and has always been a pleasure to work with. We will all miss Bob very much and wish him well as he prepares for his next adventure. Congratulations Bob!

**SWCC Regional Staffing Map:** With Bobs retirement, the SWCC team worked together to divide Region 4 to ensure that service and support to Districts in this region continue uninterrupted. Please see the attached map for regional boundaries and contact information for your new AEA.

**SWCC Staffing update:** The Department is excited to welcome Judy Littrell to the team as the new AEM Outreach Coordinator. Judy brings a wealth of knowledge to this position and we are excited to welcome her aboard! We also extend a warm welcome to Maureen Irish who joins our team as a Program Specialist and will be lending her expertise to provide assistance with program contracts.

**SWCC Meeting:** A SWCC meeting was held on July 18<sup>th</sup> in Albany with video conference options in Brooklyn and Syracuse. At the meeting, the Rd 23 AGNPS Ranked List was approved by the SWCC. It has been passed onto the Commissioner's Office for approval and award letters should be forthcoming to SWCDs in the near future. The SWCC will not have a meeting in August and will be scheduling the next meeting for September. More details on the exact date and location will be forthcoming.

**Part C Perf Measure Vehicle Request form:** This is a new form created to assist Districts who may be considering using Part C funds to purchase vehicles specific to a Part C project. By using this form, the State Committee can approve requests in a uniform and efficient manner. Please call Jennifer Clifford or your AEA if you have any questions on this form.

**AEM Award Winner:** Congratulations to Dueppengiesser Dairy Company and the Wyoming County Soil and Water Conservation District for taking top honor for the 2017 AEM Award! The farm family and the District will be honored at Empire Farm Days in August. Thank you to all of the Districts who nominated a farm.

**Climate Resilient Farming:** Plan of Work for Round 2 CRF are overdue, please refer to the May 8 memo and POW materials found on SharePoint. Please submit your POW checklist and supporting materials to your AEA for review as soon as possible.

**District Operations Manual:** The manual can be found on [SharePoint](#). Please send any comments to Jennifer Clifford. The SWCC is looking for avenues to provide a printed copy to each District sometime in the near future.

**New York Erosion and Sediment Control Certification:** Last week a conference call was held with members from the SWCC, CDEA, NYS DEC, NYS DOT, NYS OGS, NYS DOS and NYC DEP to discuss the process of moving this important certification forward. The structure of the governing body was discussed, along with the certification process, program administration and agency roles and responsibilities. At this point, the NYS ESC Policy and Procedures Manual is being developed. The committee will continue to work together and hopefully have this program ready for a formal roll out by November.

**Municipal Assistance Subcommittee:** The Committee has met this year and will continue to move programs forward. Programs include the NYS DEC stowmater training for municipal officials (MS4) staff, the CDEA on line 4 hr training course and Emergency Stream Intervention Training. If anyone has any agenda items for this Committee to consider please call Jennifer Clifford.

**SWCC Sponsored Training:** If you have a newer Technician or would like to obtain training on a number of BMP's often utilized by Districts, please see the attached Technical Training for New Employees flyer. These are great courses, and may help your Technician meet elements of their staff training plans.

**Ag NPS Grant:** If you have AG NPS grants that are able to be closed out, please reach out to your AEA as soon as possible. 2018 will be a very busy year for closeouts so if you have some that can be closed this year, please let us know! As a reminder, please consult the AG NPS Guidance Manual, Bethany or your AEA with any questions regarding close out procedures amendments or any other questions.

#### **Funding Opportunities**

**NYS Consolidated Funding Application (CFA):** The NYS CFA supports multiple state funding programs that align with water quality, natural resource protection, and community revitalization and resiliency goals within NY's Great Lakes Action Agenda. Of particular interest to SWCDs is the Water Quality Improvement Project (WQIP) program. This year WQIP will provide funding to protect sources of drinking water through land acquisition projects, implementation of Great Lakes nature-based shoreline projects, beach restoration, green infrastructure, riparian buffers, and many more practices that achieve significant water quality improvements. Applications are due **July 28, 2017 at 4:00 PM**. For more info: <https://regionalcouncils.ny.gov/>

#### **Other News/Events**

**NRCS Resources/Conservation Planning Boot Camp:** NRCS is offering a special opportunity to NACD and Conservation Districts by offering technical district staff the opportunity to participate in 3-weeks of intensive conservation planning training. This is being offered to allow conservation district employees to participate and learn the same skills and techniques used by their local NRCS coworkers. Additional information about this opportunity can be found here: <http://www.nacdnet.org/general-resources/conservation-planning-boot-camp/>. The next opportunity begins July 26<sup>th</sup> in Lincoln, Nebraska.

**CDEA Golf Tournament:** This year's CDEA golf tournament will be held on July 27 at Casolwood Golf Course in Canastota, NY. Questions should be directed to Christine Watkins (315-782-2749), Doug Kierst (315-252-4171) or Russell Smith (607-756-5991). The deadline to register is July 21<sup>st</sup>.

**NACDE Conservation Awards:** The Northeast Association of Conservation District Employees is currently accepting award nominations for its 2017 Conservation Awards. The Awards are presented to recognize

professionalism and dedication in the people behind the Northeast Region's conservation programs. Nominations for the NACDE Conservation Awards must be made through a state employee association or committee or one of the partner agencies at the regional level. Send your nominations to Rick Mickowski at [rick.mickowski@state.de.us](mailto:rick.mickowski@state.de.us) or by fax to 302-832-5060. Any questions, contact Rick at 302-832-3100 ext. 8979.

**NYACD Annual Meeting:** The NYACD Annual Meeting will be held on October 17<sup>th</sup> thru 19<sup>th</sup> in Cazenovia at the Hampton Inn. Details on registration will be forthcoming from NYACD. Please save the date!

# Technical Training for New Employees

The New York State Soil and Water Conservation Committee (NYSWCC) has created online on-demand courses to support its Conservation Approval Authority (CAA) system. These courses are available any time on the web for free. They include video lectures, design examples, quizzes and final design projects.

### About the instructor:



Courses: 5  
Students: 4,408  
Reviews: 117

Tim Clark is a NY State Registered Professional Engineer with a diverse background in agricultural conservation, civil/site design, railway design, aviation design, and highway design. He is currently the State Engineer for the New York State Soil and Water Conservation Committee housed at the NY State Department of Agriculture and Markets, where he is dedicated to improving the planning, design, and construction of conservation practices across New York State.

### Hear what other students have to say:

**Basic Hydrology:**

Jennifer McGee  
posted 4 months ago

★★★★★

Demonstration of practical exercises on multiple software packages provides great information for any audience.

**Stream Crossings:**

Michael Coryat  
posted 9 months ago

★★★★★

Straight forward and informative. Project is a practical walk-through and great experience.

Also check out the Conservation Tools and References Wiki!  
It's where you'll find articles about all the manuals, books, websites, and software to help you do your job!

**Important Links:**  
Udemy: <https://www.udemy.com/user/timclark5/>  
Wiki: [https://www.nys-soilandwater.org/tools\\_references.html](https://www.nys-soilandwater.org/tools_references.html)



**Basic Hydrology**  
Tim Clark, Conservation Planning, Design &...  
★★★★★ (68)  
Free



**Culvert Design using HY-8**  
Tim Clark, Conservation Planning, Design &...  
★★★★★ (23)  
Free



**Stream Crossing Design (NY NRCS Standard 578)**  
Tim Clark, Conservation Planning, Design &...  
★★★★★ (8)  
Free



**Roof Runoff Structure Design (NRCS Standard 558)**  
Tim Clark, Conservation Planning, Design &...  
★★★★★ (12)  
Free



**Agricultural Fence Design (NRCS Standard 382)**  
Tim Clark, Conservation Planning, Design &...  
★★★★★ (6)  
Free



**New York Association of Conservation Districts**  
c/o Steuben County SWCD  
415 W. Morris Street  
Bath, NY 14810  
[www.nyacd.org](http://www.nyacd.org)

I have been asked to contact all of you to update you on the projects your NYACD Board has been working on and changes that have been made in the last few weeks.

In June, I was hired as the Interim Executive Director. I work Tuesday – Thursday each week six (6) hours each day.

Upon hiring it was requested that I focus on the NYACD Annual meeting. The NYACD Annual meeting will be held on October 17-19, 2017 at the Hampton Inn, 25 Lakers Lane, Cazenovia, NY. I have secured the location, dates, and been finalizing the details with the hotel. Also, I have and will continue to be working with Steve Lorraine, District Manager of Madison SWCD to set up a tour within Madison County on projects he and his staff have been working on. This will be on Tuesday afternoon, October 17<sup>th</sup>. I have been working with Greg Kist, NRCS and Steve Lorraine, NYSCDEA' President to select possible training sessions.

I have secured two guest speakers for the banquet, Leonard Jordan, Acting Chief NRCS and Eric Hansen, NE NACD.

Along with the above items I'm working on potential sponsors, the silent auction/raffle/voting and potential resolutions. I have been creating the necessary registration forms for online or offline registration for the annual event. I have been working with Donna Huemme, NYACD webmaster to update and make/add any information necessary to the website. Once registration information is completed Donna will be adding the online registration requirements along with a pdf. Registration form. This will make it easier for those that want to attend the 2017 NYACD Annual event.

I sent out reminders for any possible resolutions, that District & Directors would like voted upon at the annual meeting. If your District has a resolution they would like to have presented at the annual meeting please be sure to have them forwarded to Dan or myself by August 1, 2017.

Page 2

Please keep an eye out for the Silent Auction/Raffle item requests, online/offline registration forms, and updates each month. The Silent Auction/Raffle is one way your NYACD Board raises funds, so that they can work for you, and support District programs such as; the NYS Envirothon & Legislative Days.

If you have any ideas for possible training sessions you feel you might like to a better understanding about as it relates to your District or help improve your abilities as a Director please let Dan or myself know. We will work on seeing, if we are able to present those types of training sessions at this year's event or later.

On June 29<sup>th</sup> at 7:00 p.m. we had the NYACD monthly meeting and those minutes will be released after our July meeting. If at any time you would like to be involved with these teleconference meetings, please let me know and I will provide you with the call-in information. We are always happy to hear from you and what you might have to share.

So, as you can see some of what I'm working on, on your behalf with NYACD Board. I will be updating you monthly on what I have been working on as well, as NYACD Board updates. Please share with all your District Board members to help them stay informed.

If you have any questions please feel free to contact Dan Farrand, President NYACD at (607) 359-2611 or myself at (607) 965-6316.

The next NYACD Board meeting will be held Wednesday, July 19, 2017 at 7 p.m. by teleconference. Please let Dan or myself know, if you'd like to be on the teleconference.

Sincerely,



Blanche L. Hurlbutt  
Interim Ex. Dir. NYACD



20

17

Wednesday, May 24, 2017  
&  
Thursday, May 25, 2017

Hobart & William Smith  
Colleges  
Geneva, NY

Hosted by the  
New York State  
Envirothon Committee

A subcommittee of  
the New York State  
Conservation District  
Employees Association

967 County Highway 33  
Cooperstown, NY 13326

Blanche L. Hurlbutt  
Chair

Vice-Chair  
The Committee

Kristin White  
Secretary

Kristin White  
Treasurer

June 2, 2017

To: NYS CDEA Pres. & EEF

From: Blanche L. Hurlbutt  
NYS Envirothon Chair

Re: NYS Envirothon Event Report

On Monday, May 22<sup>nd</sup> committee members and volunteers arrived at Hobart & William Smith Colleges to prepare the setup of the 2017 NYS Envirothon event. We could complete many things quickly with all the help we had available to us. We were ahead of schedule on preparations, which was a good thing.

We received word that the President of HWS was willing to speak that evening, which was great news.

We had forty-six teams in attendance, which was great!! They began arriving on Wednesday ready to present their oral presentation.

Our special guest speaker was Greg Kist, NRCS and he gave a great speech on his involvement in the Envirothon at each position he held with NRCS in Georgia, West Virginia, Ohio, and New York. Greg encouraged the students to continue in their efforts in the environmental field.

The Evening Judges did another wonderful job listening, asking questions, and scoring the top three-day oral presentation winners.

JoAnn Kurtis, NRCS was the oral presentation problem writer and she presented a good problem for teams to work on and present a solution to.

Our whole committee did a wonderful job prepping, preparing, and pulling off a fantastic event once again. To name only a few.....

2



017

Wednesday, May 24, 2017  
&  
Thursday, May 25, 2017  
Hobart & William Smith  
Colleges  
Geneva, NY

Hosted by the  
New York State  
Envirothon Committee

A subcommittee of  
The New York State  
Conservation District  
Employees Association

967 County Highway 33  
Cooperstown, NY 13326

Blanche L. Hurlbutt  
Chair

Vice-Chair  
The Committee

Kristin White  
Secretary

Kristin White  
Treasurer

Cal Lewis pulled together funds for snacks, as well as District's proving some snacks. Chemung Co. SWCD Board was kind enough to purchase a popcorn machine for the NYS Envirothon. This was an added plus, since we had in the past borrowed one.

MaryLynne Malone worked very hard searching out for volunteers and in the end, she had found extra folks to volunteer. If you've ever had to find volunteers you have a little idea of what she goes through each year prodding and encouraging folks to help. As always, we are so very thankful for our volunteers, because we realize everyone is busy, and finding time is not easy.

Al Fagan was our site coordinator and he did another excellent job keeping things running smoothly.

Bob Shenk & JoAnn Kurtis were ready and prepared for the testing portion of the event. They both did a wonderful job, even with the rain pouring down.

Kristin White has been great keeping us up to date with the finances, which is very important when sudden unexpected expenses arise.

Ag & Mkts did an excellent job in publishing the event before and afterwards. This was good to see and have the event covered so well.

Overall the event went very well. The committee has things worked out and the program runs like a well-oiled machine. We may have a clinch or two, but nothing we can't handle. Such as losing power during testing and pouring down rain.

We will have our next meeting on Friday, June 23<sup>rd</sup> at Steuben Co. SWCD, 11 a.m. This will also be our clean-out the trailer day & sort through the totes to see our needs for next year.

The Mount Academy will represent NY at the 2017 NCF-Envirothon to be held at Mt. St. Mary University, Emmitsburg, Maryland, July 23 – 29. We know they will do a fantastic job.

Thanks to NYSCDEA & the EEF for the work & funds you have provided.

**Frank Bratt Report**  
**July 19, 2017**

- Active Frank Bratt Scholarships:

Name	Award Date	Amount
Brenden Wagner	June 2014	\$ 341.00
Kristin Ballou	January 2016	225.00
Melanie Saunders	January 2016	<u>376.00</u>
		\$ 942.00

- Michelle Veeder-Drew of Columbia County submitted a request for payment of \$500.00 relative to her award under the January 2017 round of funding. Approved by Judy Bennett and sent to Member @ Large.
- Emailed Brenden Wagner of Sullivan County to see if he has completed his courses. He has completed his course work and needs to submit his documentation for reimbursement.
- Emailed Kristin Ballou of Franklin County reminding her that she has until February 2018 to complete her course(s).
- Emailed Melanie Saunders of Erie County reminding her that she has until February 2018 to complete her course(s).
- Received 7 applications for funding under the June 2017 round of funding – received another one that sent an email later withdrawing his application. Total requested funds is \$2,754.00.
  1. Nicole Laible, Rockland County SWCD Employee - \$500 for Budgeting & Financial Management
  2. Joshua LaFountain, Monroe County SWCD Employee - \$500 for STORMCON 2017
  3. Mark Burger, Onondaga County SWCD Employee - \$254 for Disaster Response Bootcamp
  4. Amy Meunier, Dutchess County SWCD Employee - \$500 for Human Resource Management
  5. Stephen Dziak, Wyoming County SWCD Employee - \$500 for FE Environmental Exam Review Course
  6. Karen Ervay, Monroe County SWCD Employee - \$500 for QuickBooks Comprehensive Trainings
- Sent an email to Division Reps with the applications attached for their review.
- After ranking, the following are recommended for funding under the June 2017 round of funding totaling \$1,500.00:
 

1. Joshua LaFountain	\$ 500.00
2. Karen Ervay	500.00
3. Stephen Dziak	<u>500.00</u>
	\$1,500.00

## **State Fair Committee Report**

### **Empire Farm Days**

I've been in touch with someone at the state committee and we're going to be in the same tent as last year. The NYS CDEA State Fair committee purchased an industrial fan for the tent due to the heat conditions during the event. There is one shift still open, Tuesday August 8th 10-4.

### **State Fair**

There are still a few open shifts (21). I've sent out several requests via email. The schedule is up on the NYS CDEA website. The committee is busy getting handouts and a couple of dioramas ready for display. I've received admission and parking passes and will be mailing them out soon.



Meeting Minutes  
September 22, 2017  
Oneida County Soil and Water Conservation District  
121 Second Street, Oriskany, NY

**Executive Committee Members**

Steve Lorraine, President  
Chastity Miller, Vice President  
Caitlin Stewart, Secretary  
Kristin White, Treasurer

**Partners**

Ed Henry, NRCS  
P.J. Emerick, NYS SWCC

**Division Representatives**

Judy Bennett, Division I  
Kelly Emerick, Division II  
Raeanne Dulanski, Division III  
Velynda Parker, Division IV  
Laura Benedict, Division V  
Ben Luskin, Division VI  
Erin Somerville, Division VII  
Ann Marie Calabro, Division VIII

**Absent**

Doug Kierst, Member at Large  
Brian Steinmuller, NYS SWCC  
Blanche Hurlbutt, NYACD



**Minutes**

**I. Call to Order** – at 9:43 a.m. with introductions.

**II. Reading and approval of the July 2017 meeting minutes.**

- **A motion was made by Velynda, seconded by Kristin to approve the minutes. Carried.**

**III. Correspondence**

Steve passed the correspondence folder to the members in attendance, including:

- NYACD report

**IV. Treasurer's Report** – Kristin mentioned that there are no issues with the budget. Judy mentioned she noticed that Frank Bratt Scholarship recipient Karen Ervay was reimbursed, but Brenden Wagner was not reimbursed. Kristin mentioned she has not received Brenden's reimbursement form. Judy mentioned she followed up with Doug Kierst and hasn't heard from him. Steve mentioned Division money can be used for trainings or meetings. Chastity inquired if \$300 is available per District. Velynda replied the amount is \$400 per Division.

- **A motion was made by Velynda, seconded by Caitlin to accept the Treasurer's report. Carried.**

## **V. Reports**

### **i. Division Reports**

**a. Division I** – Judy shared her report, appended to the minutes.

**b. Division II** – Kelly mentioned she emailed her divisions on Wednesday for updates and did not receive any responses. She continued that she is working on a joint Division meeting for Division I and II. She would like to offer first aid training but it is expensive. Ben mentioned asking emergency management for a presentation. Chastity mentioned first aid trainings have been requested for the Water Quality Symposium. Ed mentioned that if a first aid training was offered at the Water Quality Symposium or Conservation Skills, NRCS employees would be willing to pay and participate, and rough numbers could be given. Ed continued that unused training funds may be able to cover the first aid training. Kelly inquired if other Districts offer trainings during their Division meetings. Laura replied defensive driving was offered. Kelly continued that Monroe County SWCD received an award letter for the Great Lakes Restoration Initiative for an emerald ash borer mitigation project.

**c. Division III** – Raeanne mentioned she emailed her division for updates and a few responses were received. Christine Watkins reported that registration for Conservation Skills was under 140 people. Raeanne continued that emerald ash borer was confirmed in St. Lawrence County. Steve mentioned that Madison County is wrapping up the construction season, completing stream projects, and received a no till seeder.

**d. Division IV** – Velynda shared her report, appended to the minutes.

**e. Division V** – Laura shared her report, appended to the minutes. Chastity mentioned that emerald ash borer was discovered on tribal lands in Franklin County, and a specialist was hired to address the invasive insect. Chastity continued that a no till seeder was purchased and school programs took place including kick net sampling and stream grading for high schools. Chastity mentioned that farmers were brought to the legislatures for a tour, and a PowerPoint presentation was developed. This program was well received by the legislators and will be offered every other month. Velynda inquired if the county legislature provides training for new legislators to highlight SWCD programs and services. Chastity replied no, and that she reaches out to the legislators individually.

**f. Division VI** – Ben mentioned that Saratoga County is implementing 6 New York Grown and Certified projects, and cover crops through RCPP. Rensselaer County implemented grazing plans for RCPP. Schoharie County received agriculture mini grants through Part C, and that Pete Nichols is the new District Manager. Schenectady County has been busy with a composting facility, trail maintenance, and safety work. Albany County implemented a grazing system through ag non-point. Washington County is working on Round 19 closeouts, a 6 million gallon manure storage from Round 21, a synthetic liner and silage leachate from Round 22, a Round 23 POW, and applications for manure storages. Velynda mentioned that she inquired if Vermont works with New York to share information, and inquired

about the RCPP process in Vermont. Ben replied that rankings were developed and it has been a process with state lines. Chastity mentioned that Vermont SWCDs are set up differently than New York.

**g. Division VII** – Erin mentioned that Dutchess County hired a new technician Allison Holmes, hosted an information booth at the County Fair, will host a green infrastructure forum and tour with the MS4 Committee and Cornell Cooperative Extension on October 5, the Lower Hudson Coalition of Conservation Districts’ Southeast New York Stormwater Conference will be held on October 18<sup>th</sup>, will hold a highway department pollution prevention and good housekeeping training, will hold a parks and recs training, is wrapping NAACC inventory, and is working on a prioritization plan for towns using NAACC data. Her full report is appended to the minutes.

**h. Division VIII** – Ann Marie mentioned that her District is closing out Round 17 and 18, and is working on Rounds 19, 20, and 21. Ann Marie continued that a deer fence grant is being administered, a contract was signed with Cornell for the EFP, and her District is waiting for the RCPP contract. Ann Marie continued that she received responses for updates from Susan and Shino. Susan said thank you for the opportunity to host the CDEA Booth at the New York State Fair, and that she had a wonderful time and enjoyed speaking with people. Shino reported that her county partnered with NYS DEP on a trash wheel feasibility project in Bronx River and Canal. Her full report is appended to the minutes.

## **ii. Partnership Reports**

**a. NYS SWCC** – P.J. shared his report, appended to the minutes. Velynda mentioned that first sign up period for the CAFO Manure program is September 15 to November, and if the Governor has not yet released it, Districts need to move forward. P.J. replied that it will probably come next week, and that Mike felt strongly to get it out to the Districts instead of making them wait. Velynda mentioned the engineering plans must be complete and ready to implement. Steve mentioned that no extra points will be awarded for being shovel ready. P.J. mentioned that NYACD is working on resolution for Part C competitive funding. P.J. inquired if anything has been heard in the Divisions regarding this year’s funding. Velynda replied that she hasn’t heard that scenario in her Division. Judy replied that she hasn’t heard anything. P.J. continued that the State Committee wants to make sure they get money on the ground and showcase all the good work that’s accomplished with this money, and that the funds are needed by Districts. Steve replied that a Part C funding class will be offered at the Water Quality Symposium to brainstorm creative ideas of how to utilize Part C funding.

**b. NYACD** – Blanche submitted her report, appended to the minutes. Steve mentioned to share the award nomination forms with Districts, and that the Annual Meeting is October 18, 19, and tours are slated. Chastity mentioned that 2 resolutions are present. Steve inquired if the bylaws were seen by everyone. Kelly mentioned that Director positions are difficult to fill, and former District board members may be able to serve NYACD. Kelly continued that the former board members may not be current with District programs and services. Steve mentioned that concerns should be voiced to NYACD. Velynda mentioned the only members who can vote are those whose memberships are paid in full. Kelly inquired if bylaw changes will be voted on at the next meeting. Velynda replied yes.

**c. NRCS** – Ed mentioned the budget enters into the new fiscal year on October

1. Ed continued that at this time, NRCS can't complete payments. Similar numbers may be expected for next year, but uncertainty remains because Congress hasn't passed a budget. The percentage of funds will be received similar to what is now in place. A hold up will occur. Funding has been held up for new agreements that are currently being worked on or that have been deferred, including agreements with Districts. Funding will carry over in most cases. Some agreements may have to be started over again next year, and forms and signatures will have to be repeated. Staffing is frozen in New York, and positions are down by 30 over the last few years. HQ can fill 3 positions per state. Hopefully, 3 new soil conservationists will be hired at the field level. NRCS is under a "1 out 1 in" policy. When an employee leaves, that position becomes refillable. A body count for agency is in place that can't be exceeded. Nation HQ steps in and will decide where a new employee comes in. For example, if an employee leaves in Texas, the new person could go to New York. NRCS can't add temporary and term employees. NRCS must ask for resources so NRCS and partners can be effective when implementing RCPP. NRCS can still work with Districts. RCPP may or may not be extended. There are still opportunities to get the work done. 20% of current dollars in New York is through RCPP. Certified conservation planner status includes working with partners, and the 4 way partnership to ensure that the Water Quality Symposium, Conservation Skills, and CCA trainings that NRCS utilizes can get covered. Grandfather clauses for previously certified planners still exist. Some level of certification or an attempt to get apprentice level certification must exist. Certified planners must continue to have job approval authority as an apprentice planner or they are working to become a TSP. Trainings must be accomplished that indicate to NRCS that people are working to become an apprentice planner, opening up the door for job approval authority. Districts are labor that do the work. The difference has been identified at the national level regarding AEM planners vs. overall certified conservation planners. AEM planner can become NRCS CNMP planners through an easy process. 1 RCPP proposal will go forward. The 5 year update of 590 Standard includes almost no changes. NRCS won't take any significant changes in New York, and changes relate to DEC permits and CNMP plans. The United Forest Service is working on emerald ash borer. NRCS has worked with FS for joint chief proposals for emerald ash borer including the Finger Lakes Watershed. Partnerships and boundaries have been established for emerald ash borer. NRCS and SWCDs are responsible for private lands, and the FS is responsible for public lands. Conservation planning and implementation are taking place. NRCS reached out to District Managers in the Finger Lakes Watershed, and are waiting to hear back from them. Good partner support has taken place. Ann Marie mentioned that her District's NRCS employee is contracted part time, and inquired if contracts will be renewed. Ed replied that he doesn't foresee those positions being terminated.

## **VI. Committee / Meeting Reports**

**i. Conservation Skills Workshop** – Steve mentioned Cortland has done a phenomenal job with the workshop. Steve continued that 140 people have signed up, the most in several years. Chastity mentioned no courses were canceled due to lack of participation. Kelly mentioned that she noticed there were more non-ag classes being offered, and that may have helped to boost enrollment. Ed mentioned NRCS wishes to become more involved with Conservation Skills and the Water Quality Symposium, but heavy workloads prevent participation. Ed continued that NRCS would like to make an internal push and send employees to the trainings. Ed continued that it is beneficial when Districts reach out to NRCS with training

registration packets. Catlin inquired if a communication network is in place for SWCDs and NRCS. Steve replied that information is brought to the top of NRCS and it filters down. Kelly inquired if a report will be given to CDEA for course participation. Steve replied yes, a class list will be available for Conservation Skills.

**ii. Envirothon Committee** – Blanche L. Hurlbutt, NYS Envirothon Chair submitted her report, appended to the minutes. Kristin mentioned a meeting took place this week.. Kristin continued that work has begun to organize the 2018 event. A good balance remains in the checking account of \$31,501. Chastity mentioned a fundraising push at NYACD and at the Water Quality Symposium will take place to encourage individual donations with a goal of \$10,000. Kristin mentioned Blanche has already looked into airfare tickets because the National event will be held in Idaho. Kelly inquired if fundraising has ever been attempted at the NYS Envirothon event such as food, or a chicken BBQ. Chastity inquired who would support the fundraiser, and if the students would support their own event. Kristin replied that volunteers would support the fund raiser at the event. Ed mentioned parents could organize a local dinner for their County’s winning team. Steve inquired about a Go Fund Me page. Chastity replied she is looking into that opportunity.

**iii. Frank Bratt Scholarship** – Judy shared the report, appended to the minutes. Judy mentioned that 4 scholarships are still open. Judy continued that Brenden Wagner submitted his request for reimbursement. Karen Ervay submitted her request for reimbursement. The next round is January 2018, and a reminder will be sent out in November.

**iv. State Fair Committee** – Kristin mentioned that the fair went well. Kristin continued that the displays were a huge hit, even with engineers. No negative comments were received. Velynda mentioned that it was helpful for Division Reps to send out shift requests. Ed mentioned a passport game would be beneficial at the fair. CCE, Districts, NRCS, DEC, Farm Service, and conservation minded groups could be involved with the passport. The passport would encourage kids to visit all booths, increasing visitation. Caitlin mentioned she can design the passport. Steve mentioned for Caitlin to contact Judy Littrell. Ed mentioned the CDEA booth could be moved to NRCS for mutual coverage.

**v. Environmental Education Foundation Committee** – Ben mentioned he has nothing to report. Chastity mentioned she will help connect Envirothon to EEF. Caitlin mentioned that Dave Reckahn will give an EEF presentation during the How to Fund and Run Your Envirothon course at the Water Quality Symposium.

**vi. Municipal Assistance Subcommittee** – Kelly mentioned that a meeting hasn’t taken place in a while. Kelly continued that there is a subcommittee for New York’s Erosion and Sediment Control Certification Program. Comments were provided to Dave Gasper regarding the training that is proposed in the new MS4 permit. Attempts have been made to contact Dave Moser regarding emergency stream intervention. Kelly would like to host a workshop with Dave Moser and Pete Nichols, but the workshop may not happen.

**vii. Operations Manual Committee** - Steve mentioned that he has heard nothing. Judy inquired if the manual stays in draft form. Steve replied yes, it will always be updated. Kelly mentioned a version number should be included. Steve mentioned the document is for interpretation by the state office. Kelly mentioned her office made comments regarding paid family leave. Velynda inquired if the State Committee will complete a printing. Steve commented an electronic version would be more beneficial. Steve continued that he will reach out to Jennifer that any correspondence should come to Steve going forward.

**viii. TAC** – Steve mentioned the Technical Advisory Committee advises the State Committee on policies and procedures, and meets as needed. Steve mentioned a November meeting will take place for the Round 24 RFP. Questions can be brought to Steve to bring forward.

**ix. Northeast Conservation District Employees** – Velynda mentioned the meeting was held in Burlington, Vermont. Velynda continued that raising funds for the committee is a priority. Tours included area farms and a brewery. A supermarket funded a hoop house and the farm supplies the supermarket with produce. Elections were held at the meeting. President, VP, Secretary, Treasurer were all up. 4 states serve on the committee. This year, a travel stipend policy was enacted. Two travel stipends were awarded to people in New Hampshire. The Northeast was given funds for a pilot project for capacity building. Jeff Parker was asked to sit on this project, and he will travel to Washington for a 2 day meeting. Discussion took place regarding how to help engage the board members who serve on District boards. Pennsylvania has classes scheduled for 2018 in July.

**x. NRCS** – Steve mentioned that he had a conversation with Greg regarding the creation of a committee to determine how to offer trainings that meet requirements. No committee has yet been developed. Kelly mentioned that NRCS, Brien Steinmuller, Ben Luskin, and Steve all volunteered to form a committee. Kelly continued that it is essential to educate people about the new requirement of new planning processes, and new trainings that are available. Ed said this is taking place, and emails will be added to the list.

**Suspended at 12:24 p.m. for lunch.**

**Reconvened at 12:52 p.m.**

## **VII. Old Business**

**i. Update for CDEA stormwater online 4 hr. course** – Kelly mentioned that she, Jess Verrigni, and P.J. completed an all-day recording course at SUNY Brockport. Kelly continued that the student completing video editing will also add a voice over. The project will be finished over the summer. The class will take this information and turn it into the online training course. The project is moving forward.

**ii. Follow up on CDEA CAFO training with DEC** – Steve mentioned that now that Scott Cook is no longer involved, he is not sure this will move forward. Steve continued that he will see if anyone else is interested in picking it up.

**iii. Discussion on 2017 Admin Conference and committee support** – Steve mentioned that it was decided that the conference will not take place this year. Kelly inquired if any

feedback was received. Chastity responded that no one was interested in helping to organize the conference. Chastity continued that after contacting 15 people, some people may be interested. Chastity continued that she, P.J. and Karen will head up the admin class at the WQS. Ideas were requested, and some feedback for course topics was received. Plenty of Admin courses will be offered at the Water Quality Symposium, including HR. Judy inquired if another notary class could be offered. Chastity mentioned organizing regional workshops could take place. Judy mentioned the regional workshops need to be organized by a motivated person. Steve mentioned planning would take place after the Symposium. A decision should be made at the January meeting to make sure people are aware. Kelly inquired if a survey should be developed to find out if there is a need for the admin conference. Steve mentioned new people need to be brought in to take over organizing the conference. Steve could send out an email to managers and support staff and ask what their take is on having an admin conference sometime next fall.

**iv. Follow up on NYS ESC Certification & MOU-** Kelly mentioned the RFP to administer the program went out to all the Districts. Kelly continued that Jim Lieberum ran with this and completed the template for it, and his work is much appreciated. Questions are due to Kelly by Monday. One question was received from Jess Verrigni regarding the website, and if the board envisions the website as an information page or interactive where individuals can look up when their certification expires. Steve replied an informational website would work well. Kelly mentioned a PDF could be posted on the website listing certification dates. Laura mentioned the website could be utilized by the general public for looking up certified people. Kelly continued that when you put out an RFP, a Q and A goes out state wide. Steve mentioned to send the Q and A out statewide. Kelly will put those out state wide on Tuesday. Kelly mentioned applications need to be reviewed before November 1. Steve mentioned the executive board should get together to review the applications and make a decision.

**v. CDEA logo –** Caitlin mentioned she will make a CDEA letterhead. Erin inquired if there is a process to register the logo. Velynda mentioned a trademark costs money. Caitlin will email Erin the contact info for Ronny Raindrop to follow up with the CDEA logo. Steve mentioned from this meeting forward we will use the logo.

**vii. Other old business –**

**a. Frank Bratt Scholarship –** Judy mentioned that it would be beneficial to update the questions on the application form to capture the admin staff. Kelly mentioned questions are oriented to technicians. Kelly mentioned Division Reps can review the questions and send suggestions to Judy.

**VIII. New Business**

**i. Discussion on Ag Waste Management funding RFP –** Ben inquired if anyone had insight for the questions, and if they would hold true or roll over to ag non-point. Steve replied funding will roll over to EFP grants. Steve mentioned that lawsuits exist regarding permeability and infiltration. Ben mentioned that he spoke with people in his Division, and he is receiving questions from planners. Steve mentioned that this is not a requirement for Round 24. Steve continued that it is less expensive to install a clay liner. Steve continued that for CAFO farms, if the standard for line storages changes, farms will have to update their storage to meet the new standard at the change of a future permit. Ed inquired about how the standard should look in New York if the change goes through. Ed inquired if there is a preference for a NRCS 313

standard requiring a synthetic liner. Ed continued that the change would alter the cost share equation. Steve replies that science is the answer. Steve continued that if a clay liner is adequate, there is no reason to alter the liner. Steve continued that if the science says leakage is a problem, then look at the standard. Steve mentioned to keep this as flexible as possible. Steve continued that the State looked at this, put money into CAFO storages, and is going the extra step to protect water quality. Steve mentioned that NRCS may not pay for synthetic liners, and that EFP or EQUIP may or may not require a synthetic liner. Raeanne inquired about an indication of an award announcement. Steve replied December, with the RFP in November. Ben inquired about a plan of work. Steve replied 1 application is needed per farm, to follow ag non-point, and that the application is simple and straight forward.

**ii. Appointment of a District employee in the Albany area to serve on NYS Invasive Species Advisory Council (all)** - Caitlin mentioned she can serve on the board, and that Brian Steinmuller invited her to a recent meeting that she was unable to attend due to another commitment.

- **A motion was made by Velynda, seconded by Kristin for Caitlin Stewart to become the CDEA representative to the New York State Invasive Species Advisory Council. Carried.**

**iii. Law change for PM** – Steve mentioned that NYACD received resolutions from multiple Districts that will be voted on at the October meeting. Steve continued that there is support in Albany to make the change, and the process is moving forward. Steve continued that the Farm Bureau is interested in supporting the law change.

**iv. SWCD Civil Service exams and titles** – Chastity mentioned none were received. Brian was going to follow up for us at state level. Steve – Brian asked questions.

**v. Renewal of Ronny Raindrop trademark** – Caitlin mentioned she contacted Blanche, who referred her to Jordan Clements. Jordan mailed her the trademark documents, and Caitlin will make sure the documents are renewed before the September 2019 due date.

**vi. WQS Refund Policy** – Chastity mentioned that she sent the training payment and refund policy to CDEA. Judy mentioned that it was an unusual year due to cancelation of classes due to the weather. Judy continued that an attendee should pay the cost of registration even if they don't come to a class. Judy mentioned that a refund should be given if CDEA cancels a course when an instructor cannot attend to teach the course and if that course was the only one that the attendee was registered for. Ann Marie mentioned that an attendee can participate in a different class. Steve mentioned that the scenario is covered in the refund policy. Kristin inquired about attendees from outside agencies who wish to take 1 class on 2 different days who are required to pay the full day course registration fee. Steve replied that only daily registrations are available, and that there are no part day registration options. Kristin mentioned that NRCS and State Committee employees use credit cards to pay for registration, and the credit card option should be added to the registration packet. Velynda mentioned that the refund policy should be added to the bylaws under policies.

- **A motion was made by Kelly, seconded by Laura to approve the Water Quality Symposium Payment and Refund Policy. Carried**

**vii. Water Quality Symposium discussion** – Kelly mentioned that the Water Quality Symposium Credit Card Policy is not needed. Chastity mentioned that it is the responsibility of the course instructor to include any associated costs on the course form, or any contracts. Steve mentioned that the chairmen of course tracks need to contact the presenters for instructor fees, and make certain any fees are filled out on the form for reimbursement, and if a fee is not included on the form, a reimbursement will not occur. Kelly inquired about the total of available funds to pay instructors. Kristin replied that there is no budget for course instructor fees. Steve mentioned that it is important to keep costs down for instructors, and that instructors always receive lunch. Kristin mentioned John Persch said the gun raffle, meats, hospitality room, and entertainment all come from the Farmer’s Market Fund. Kristin mentioned \$1,112 was spent on wine for the banquet. Chastity mentioned that the Double Tree in Syracuse was chosen to host the event from March 13 – 16. Kristin inquired about food choices. Chastity replied Italian, muffins, eggs, bacon, potatoes, toast, pancakes, lunch buffet, salad, chicken or beef, rolls, soup, salad, pasta, salmon, chicken, steak, and ravioli. Kelly mentioned that at the very least, the price of the single package needs to increase. Steve mentioned registration costs can be discussed in November. Caitlin mentioned she will contact The Old Main, a bluegrass band, for a quote. Caitlin mentioned that she will request a wine donation for the banquet, and follow up with John Persch. Kristin mentioned that 60 bottles, 5 cases are needed. Kelly inquired if a cheese platter for the banquet could be negotiated with the hotel. Steve mentioned that after Chastity meets with the hotel, a meeting will take place to decide cost. Chastity mentioned that a class schedule was discussed during a recent meeting. Steve mentioned that a NRCS construction course would be terrific for Conservation Skills. Caitlin mentioned that she will develop a Google Doc evaluation form and put together responses into a graph. Ann Marie mentioned that nomination requests will go out in October for the Awards Banquet. Velynda mentioned that even divisions are up for reelection. Steve mentioned that he will find a replacement for President.

**x. Other new business**

**a. Ronny Raindrop Costumes** - Judy mentioned that a photo was distributed to CDEA executive committee and division reps that looked similar to Ronny Raindrop. Judy continued that the character in the photo doesn’t look like Ronny Raindrop, and there are no copyright infringements. Judy inquired when another Ronny Raindrop costume can be purchased. Steve replied that this will be discussed for the 2018 budget. Kristin inquired if Cortland County purchased their own costume. Velynda replied that she is uncertain if they purchased a costume. Kristin mentioned the costumes cost 2 or \$3,000, and that the last one purchased in 2012 cost \$3,226. Steve mentioned a budget will be worked on for 2018 including Ronny costumes. Judy inquired if an inventory should be taken including a rank the condition and a photo. Laura mentioned she will send out a state wide email asking for photos and an inventory for shoes and gloves, as well as costume locations.

**b. 2017 Executive Board Budget** - Steve inquired about the 2017 executive board budget. Chastity replied that a 2 day meeting could be held in November and still stay within the budget.

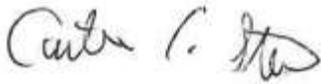
**c. Appointment of a Division III Representative**

- **A motion was made by Steve, seconded by Kristin to appoint Raeanne Dulanski as Division III Representative. Carried.**

**IX. Next meeting** – November date TBD

**X. Adjournment**

- **A motion was made by Caitlin, seconded by Laura to adjourn at 2:53 p.m.. Carried.**



---

Caitlin Stewart  
Secretary

## Division Reports

### Division I, Judy Bennett

I sent an email out to all the Districts in my division to see if they had anything they would like me to report.

Orleans County SWCD reported the following:

- Several Construction projects are in full swing!
- Working on starting NY Grown & Certified grants. We were successful in obtaining 10 grants for local farms and are starting the design process.
- WNY Soil Health Alliance planning an August 22nd Workshop & Field Trial (Interseeding trials)
- Starting on NAACC culvert assessments
- Will be working with a high school intern for the summer

Genesee County SWCD reported the following:

- The Genesee County Soil & Water Conservation District staff is continuing to work to successfully fulfill our mission through the implementation of District programs while experiencing staff changes. In early 2017, District Clerk Jodi Chamberlain left the District and Laura Bestehorn was hired for the position. Conservation planning and technical assistance through the AEM program to the agricultural community has remained a priority for the District.
- Work has continued on three Agricultural Non-Point Source Pollution (AgNPS) Round 21 grants, a single AgNPS Round 22 grant, two Climate Resilient Farming (CRF) Round 1 grants, and two Genesee River Erosion & Sediment Implementation Grants. GCSWCD is continuing to assist Orleans County SWCD and the Western New York Soil Health Alliance in the planning of an upcoming soil health workshop to be held on August 22nd, 2017. Through the Finger Lakes Lake Ontario Watershed Protection Alliance (FLLOWPA), the District is currently implementing three agricultural best management practices and is continuing the County-Wide Water Quality Monitoring Program.
- Recently, the District has been awarded funding to complete North Atlantic Aquatic Connectivity Collaborative (NAACC) culvert assessments that will start this summer, and the District is awaiting possible funding for three AgNPS Round 23 grant applications. The District is also waiting on possible funding from an Environmental Protection Agency (EPA) Great Lakes Restoration Intuitive (GLRI) grant application for \$750,000 on behalf of the Genesee River Coalition of Soil & Water Conservation Districts. Through the Coalition, the District is participating in a Regional Conservation Partnership Program (RCP) with the Natural Resources Conservation District (NRCS) to implement agricultural best management practices in the Genesee River Watershed. The District's Part B project this year is a passenger tire recycling program, the District projects that 2,000 tires will be recycled through this program. The District's Part C project this year includes assisting Genesee County with culvert replacements, purchasing of equipment to complete NAACC culvert assessments, and assisting with an on- farm agricultural tire recycling program.

- Conservation education was continued through the District's 27th annual Envirothon and participation in the Genesee County Park & Forest Environmental Science Career Exploration Camp. Other District work that continued in the first half of 2017 included the Agricultural Plastic Recycling Program, Tree & Shrub Program, Fish Stocking Program, tile layout, and assistance with regulatory permitting.

Niagara County SWCD reported the following:

- Initiating field work on NAACC grant.
- Obtained four NYS Grown and Certified grants – design work will be started in late summer.
- Working with the NRCS to construct two covered barnyards and manure storages.
- Completing design work for NRCS on two silage leachate collection systems and an agrichemical handling facility.
- Hired two summer interns to assist with NAACC field work and Japanese Knotweed eradication program.

I did not hear back from any other county.

Submitted by: Judy Bennett, Division I Representative

## **Division IV, Velynda Parker**

**Broome** – no report

**Chemung** – no report

**Cortland** –

- busy with Conservation Skills Workshop and the usual field work.

**Chenango** – no report

**Delaware** – no report

**Otsego** – no report

**Steuben**

- Round 2 STAIEP applications have been awarded, landowner contracts signed and implementation is eminent
- Closeout 14 Round 1 STAIEP applications and new claim payment will be submitted for the 5% holdback
- Working on three (3) Round 23 POW's
- Will be working on two (2) AgNPS Round 18 and Round 19 this winter
- Purchased a new Volvo Excavator with partial payment utilizing Part C funds
- Completed a USC Buffer project encompassing planting of 450 various tree species for 3,460' (2 separate areas)
- 1 application was received for USC RCPP for a manure storage

**Tioga**

- Tioga SWCD and USC implementation team just completed the replacement of an undersized culvert on Rejmer Road and a private farm crossing just upstream of the Town road culvert in the Town of Berkshire. We replaced it with 2 appropriately sized aluminum box culverts to reduce erosion, re-establish aquatic organism passage and reduce the chances that the road will be washed out in a major flooding event. The SWCD worked with the Town of Berkshire Highway department and USC to complete this work. We also utilized the project for a field training for our local highway department staff on the proper installation, sizing, environmental concerns and regulatory requirements for culvert replacement and installation projects.
- We are currently running a mini grant program with our Part C funds to implement Milkhouse Waste Systems on 4 farms in our county.
- Tioga SWCD have been assisting FSA and NRCS with buffer planning and implementation and we are still working with local municipalities address stream and culvert issues that arose during August flash floods.

**Tompkins**

- wrapping up a stream project in the Town of Enfield during the month of September and October that was funded through WQIP.
- continuing with our hydoseeding program. So far, this year, we have recorded 16.3 miles of road ditch seeded in the county.
- Filling compost socks and laying compost blankets with our BB302 Finn Mulch Blower purchased last year through a DEC WQIP grant. We've currently gotten about a half dozen projects on the ground through this program
- Completed 4 out of our 8 Round 1 STAIEP projects. The other projects are currently in progress.

- Finished a silage leachate project on a Farm in Dryden with State AgNPS money. We will be working with Cayuga County on a Round 23 awarded application for a Waste Storage System in Lansing.
- Work on our FLOWPA program has included water quality monitoring for Cayuga Lake and its tributaries. The South end of Cayuga Lake saw some Harmful Algae Blooms this year. We are looking to augment the CSLAP program starting up through DEC on Cayuga Lake in response to the TMDL efforts.
- We will be buying a straw bale mulcher with Part C funds and using that this fall to cover bare soil areas.
- We will be hosting our second tire collection of the year on October 14<sup>th</sup> in the Town of Enfield with Part B funds.
- Tom Mallory will be joining our staff as a Water Resources Engineer. Some folks may have worked with Tom out of the Delaware County office. We are pleased to have his experience continue within the Soil and Water District network!.

## **Division V, Laura Benedict**

### *Division Wide*

- State Fair- Division 5 filled four time slots and had a blast!
- Assisting with 2017 North Country Stormwater Tradeshow and Conference, October 19 in Queensbury. This event traditionally gathers lots of professionals and is a huge success.

### *Clinton County*

- Technician Dave Wilfore has been planning about 500 acres of cover crop
- We held 3 Scrap Tire Round up days and collected over 3,000 tires
- 2 interns assessed over 150 culverts this summer for our Great Lakes Road Stream Crossing Assessment grants
- Over 15 acres of roadside hydroseeding was implemented utilizing WQIP grant funding
- The District purchased a trailer mounted vacuum excavator with a grant from the Lake Champlain Basin Program for shared use by local towns
- 1 AgNPS grant was awarded in Round 23

### *Essex County*

- Working on completing timber sales and forest management plans
- Scheduled Low Impact Logging Workshop for October 4
- Started construction of Ag NPS project- Covered composting system
- Working on bank stabilization project using geogrid cells
- Water Quality Tour to promote conservation efforts
- Welcome Amy! Amy is our new District Technician, as of September 21, 2017.

### *Franklin County*

- Verbal report

### *Hamilton County*

- Lake Monitoring completed for 2017 season
- Hydroseeding private and municipal projects
- Working on 2 shoreline stabilization projects
- Completed bank stabilization project using bioengineering materials
- Awarded \$45,000 DEC grant for Japanese knotweed management in Adirondack Region
- International Paper Grant Beetle Munchers – Raised Galerucella beetles in hatcheries for biocontrol of purple loosestife, beetle release party at the Oxbow Inn with Adirondack Watershed Institute stewards and area students and teachers
- Assisting Upper Hudson River Watershed Coalition with Watershed Revitalization Plan assessment and invasive species chapter.
- Assisting the construction of access road for County Emergency Management Tower
- Completing Conductivity Survey of Piseco Lake

- Assisted DEC with weed survey of Lake Adirondack
- Managed purple loosestrife sites throughout county
- Coordinate knotweed management throughout Adirondack Park region (RIIPP)
- Well water testing program – coordinate water testing for local residences and businesses.
- Stream biomonitoring with benthic macroinvertebrates – Wells Central School 6<sup>th</sup> graders
- Asian longhorned beetle masks – Lake Pleasant Central School 2<sup>nd</sup> grade art class
- Green infrastructure in your own backyard – Black River Watershed Conference
- Spiny waterflea – Adirondack Watershed Institute stewards
- Bats – Campstore, area Speculator and Lake Pleasant residents
- Information booth at Family Fun Day
- Information booth at the Adirondack Lakes Alliance
- Aquatic invasive plant survey of Little Tupper Bay and Bog Stream

*Warren County*

- No report

Division VII Report  
September 2017  
Submitted By Erin Sommerville

**Dutchess County**

- Dutchess County hired a new technician in August, Allison Holmes.
- Information booth and display in the horticulture building at the Dutchess County Fair.
- Green Infrastructure Tour will be held on October 5<sup>th</sup> in partnership with the Dutchess County MS4 Coordination Committee, Cornell Cooperative Extension Dutchess County, and the Environmental Cooperative at the Vassar Barns.
- DCSWCD will be presenting a Pollution Prevention/Good Housekeeping Training for Highway Department Staff on October 12<sup>th</sup>. A similar training for Parks and Rec staff will be held later in the fall.
- Working on Culvert Prioritization Plan for the Town of Stanford using the NAACC data collected this year and last year.

The Lower Hudson Coalition of Conservation Districts is working on planning for the SENY Stormwater Conference to be held in Beacon, NY on October 18<sup>th</sup>, 2017.

SUFFOLK COUNTY SWCD  
423 GRIFFING AVENUE, SUITE 110  
RIVERHEAD, NY 11901



FAX (631) 852-3302



Corey Humphrey  
District Manager  
(631) 852-3286



www.SuffolkSWCD.org

## NYS CDEA September 2017 Division VIII Report

**New York City:** We are thrilled to partner with the NYC DEP on the Trash Wheel feasibility project for the Bronx River and Gowanus Canal. Trash Wheel collects and removes floatables with equipment that is eye catching for the public and powered by the sun and currents. Baltimore has installed two of them in the Inner Harbor and both Trash Wheels have been successful in not only collecting floatables but also in educating the public.

– Shino Tanikawa

**Rockland County:** Total of 615 students educated -

School	Field Location	Number of Students
Montebello E.S.	Kakiat	65 (5th grade)
Viola E.S.	Kakiat	79 (5th grade)
A MacArthur Barr	Kakiat	20 (5th grade)
Cottage Lane ES	Kakiat	210 (3rd grade)
Cottage Lane ES	Tallman State Park	125 (5th grade)
SOAR	Nyack Center	30 (2nd grade)
SOAR	Nyack Center	50 (K-2)
SOAR	Nyack Memorial Park – Seine	36 (K-2)

NAAC Training completed –

- 2 Rockland County Corps members completed training to become Lead Observers
- 1 Seasonal field assistant completed trainings to become lead observer and L1 coordinator

Assessed ~70 road stream crossings –

- Combined total in the Town of Haverstraw AND the Sparkill Subwatershed

Completed Stony Point Inventory Document-

WAVE Program –

- Trained 11 volunteers
- Trained \_\_ RCC members
- Volunteers and RCC members collected 21 samples this program season

Eel Ladder –

- Monitoring season June 16th – September 8th
- 20 volunteers
- 6 Corps members
- 31 eels caught and measured

PEERS Program

- 20 samples to be collected at 5 sites (16 collected at present)
- Pilot project to contribute more data to grants for culvert right-sizing (pre- construction monitoring)

–Nicole Laible

**Putnam County:** No Report

**Nassau County:** No Report

**Westchester County:** No Report

**Submitted By:** Ann Marie Calabro, Division VIII Representative

Office Hours: Monday through Thursday 7:30 a.m. to 4:00 p.m.  
Friday 7:30 a.m. through 3:00 p.m.

**NYS Soil and Water Conservation Committee Report**  
**P.J. Emerick, Associate Environmental Analyst**  
**NYS Soil and Water Conservation Committee**

- The Sept SWCC report has been sent out- please share this and all monthly reports with your Boards.
- CAFO Manure program info has not yet been announced by the Gov. However, Mike did send an email this morning to all Districts with the program information and Districts are now free to start working with their farmers to start filling out the applications and preparing written questions for the upcoming Q and A. Also, a webinar for the CAFO Waste Storage Program will be coming out sometime in October.
- SWCC is still hoping to get a waiver to backfill Bobs old position. Workload in the regions is very heavy, and backfilling this position would help to cover some of that. The waiver to backfill Lauren Lyons Swift position has been approved and the Dept will be moving forward with that. LLS had started a draft Storyboard project to showcase the projects Districts are doing before she retired. Perhaps once her replacement is selected, this effort will begin again with involvement from interested Districts.
- SWCC regional AEA's are going to be following up with their Districts to see how 2017 Part C projects are going. We are hopeful that all funds can be expended by December 31, 2017. Please contact your AEA if you have any questions, or need a hand with anything related to Part C.
- CRF Round 3 will be out sometime soon. There will be approx. 2.05 million available.
- Ag NPS Round 24 is being discussed now. There could be a simplified application process. The TAC will be meeting in Nov to discuss the RFP and other details.
- SWCC staff will also be assisting with course instruction for the Conservation Skills Workshop next week.
- The next SWCC meeting will be on October 24<sup>th</sup> in Oneida County and will include a conservation tour. Please keep an eye out for the meeting info and agenda.
- Please let Brian know when the CDEA meetings will be scheduled and he and/or the AEA will attend to provide a SWCC report and answer any questions.



New York Association of Conservation Districts  
c/o Steuben County SWCD  
415 W. Morris Street  
Bath, NY 14810  
[www.nyacd.org](http://www.nyacd.org)

September 2017 Report to NYSCDEA<sup>2</sup>

NYSCDEA<sup>2</sup> Board Members:

The NYACD Annual meeting will be held on October 17-19, 2017 at the Hampton Inn, 25 Lakers Lane, Cazenovia, NY.

I have been busy working on the NYACD Annual meeting registrations and training sessions. We have sixty-six registered as of today. We are looking good and all should be ready in time for the event. Unsure how many Silent Auction/Raffle items will be provided, but we have had some already donated. As you know this is one-way NYACD raises funds for the NYS Envirothon & Legislative Days.

Guest speakers will be Leonard Jordan, Acting NRCS Chief and Eric Hansen, NE NACD leader.

Senator Pamela Helming & Assemblyman William Magee will be attending the annual banquets. Senator Helming will discuss the Waterfront Revitalization bill during the meeting.

There will be two different resolutions to be discussed and voted upon. These resolutions have been provided to Districts and can be found on the NYACD website for your review.

Remember this year is the odd number Division Directors positions on the NYACD Board scheduled to vote upon. If you have not selected a Division Director for your division you can do so at the annual Division meeting on Wednesday during the NYACD Annual event.

Dan Farrand and I met with Jillion Kasow, ESQ. Director with Senator Pamela Helming, Dist. 54 regarding the Waterfront Revitalization Bill #S6621. We also discussed with her about supporting and assistance with the new proposed resolutions, that will be presented and discussed at the annual NYACD meeting.

Ron Montesi, 1<sup>st</sup> VP NYACD & Warren Co. SWCD Director attended a board meeting at the Saratoga County SWCD on behalf of NYACD. Ron explained what NYACD does for the Districts and felt this meeting was a success.

I have attended a Seneca County SWCD Board meeting Monday, August 28, and Monroe County SWCD on Monday, September 18, to discuss what NYACD does for Districts, what my role is, and how important NYACD's role is in moving District resolutions forward.

I worked with the NYACD By-Law committee to review the by-laws and determine if there were any necessary changes. There is a simple change to the by-laws that will be discussed at the NYACD Annual meeting. The by-laws were forwarded to all Districts for review on Monday, September 11, 2017.

I have begun work on a Legislative booklet for next year. This booklet will be created for Districts to meet with their Legislators at their local and Albany offices. This booklet will include projects from local districts before/after, proposed resolutions, etc. This is to help you share with your Legislators just what Districts are doing and to encourage the support from our Legislators. More information will be forwarded to Districts requesting project before/after photos and a little story regarding that project.

NYACD has monthly meetings by teleconference and you are always welcome to join us on these meeting calls. Please let me know and I will provide you with the call-in information. We are always happy to hear from you and what you might have to share.

There will be no September NYACD Board meeting. The next NYACD Board meeting will be held Tuesday, October 17, 2017 at 6 p.m. at the Hampton Inn. Our monthly meetings are usually teleconferences and held in the evening at 7 p.m. on a date determined by the Board. Please let Dan or myself know, if you'd like to be on the teleconference.

If you have any questions please feel free to contact Dan Farrand, President NYACD at (607) 359-2611 or myself at (607) 965-6316.

Sincerely,



Blanche L. Hurlbutt  
Interim Ex. Dir. NYACD



## **NYS ENVIROTHON**

24 North Street, Edmeston, NY 13335  
**P** (607) 965.6316    **C** (607) 293.0144  
blanche\_13335@yahoo.com  
[www.nysenvirothon.net](http://www.nysenvirothon.net)

September 21, 2017

**To:** NYSCDEA' Board  
**From:** Blanche L. Hurlbutt  
NYS Envirothon Chair

I'm sorry I can't be there today, but I have another commitment. I do plan on attending your next meeting.

I'd like to take this time to update you on what the NYS Envirothon committee is up to this year. It is hard to believe we are working on the 2018 NYS Envirothon already.

The date has been set for Wednesday, May 23 & Thursday, May 24, 2018 to be held at Hobart & William Smith Colleges, Geneva, NY.

The great news is we have all our test writers in place, even the oral presentation test writer. This is a first in the 17 years I've been involved with the program. This is due in part by our great test committee folks.

The current issue this year is "Western Rangeland Management; balancing Diverse Views." This is similar to the Montana event a few years back where New York took nationals, but we have been told, this is a little different than before.

Cal Lewis is now Vice-Chair, which is an added plus for me. We are still looking for someone to be willing to take on the duties of activities director, since Chris Andreassen had to step down from the committee.

Page 2

We updated the duties of each committee member at our August meeting. Voted on our 2018 Envirothon budget, which brings me to our fundraising campaign.

Our campaign will be see how many bales we can reach to make \$10,000. This next year with the NCF-Envirothon being held in Idaho the cost to send our team will be greater, so without depleting our funds we will be reaching out to private folks to help sponsor the NYS Envirothon. We are working on the details, right now we are creating flyers to go out to districts and partners. We will be asking folks to make a one-time donation or a certain monthly amount for twelve months, or whatever. We already have \$200 promised from two committee members to kick-off the funding process. This will be pushed and promoted at the NYACD Annual meeting, Water Quality Symposium, and through-out the next few weeks and months. If you want to donate see anyone of the NYS Envirothon committee members or

Send your donation to NYS Envirothon, C/o Kristin White, 2041 US Route 20, Suite #2, Seneca Falls, NY 13148. Don't forget to write checks out to 'NYSCDEA' with NYS Envirothon funding raising in the memo.

Overall, we are on track and on time with each required duty. Everyone is committed to making this another magnificent event.

Thank you for your support!!

**Frank Bratt Report  
September 22, 2017**

- Active Frank Bratt Scholarships:

<u>Name</u>	<u>Award Date</u>	<u>Amount</u>
Kristin Ballou	January 2016	225.00
Melanie Saunders	January 2016	376.00
Joshua LaFountain	June 2017	500.00
Stephen Dziak	June 2017	<u>500.00</u>
		\$1,601.00

- Brenden Wagner of Sullivan County submitted a request for payment of \$341.00 relative to his award under the June 2014 round of funding. Approved by Judy Bennett and sent to Member @ Large.
- Karen Ervay of Monroe County submitted a request for payment of \$500.00 relative to her award under the June 2017 round of funding. Approved by Judy Bennett and sent to Member @ Large.