

MINUTES
ULSTER COUNTY SOIL & WATER CONSERVATION DISTRICT
5 PARK LANE
HIGHLAND, NY 12528
January 25, 2023

The **MEETING** was **CALLED TO ORDER** by Chairman L. Tantillo at 9:05 AM. Directors Present B.Davenport, S.VanNostrand, F.Wilklow, Legislature H.Litts and Legislature K.Nolan Joined remotely Associate Env. Analyst NYS Ag & Mkts. B.Luskin and J.Delaune. District Staff in attendance M. Wagner-Program Assistant, T. Ferry-District Technician and J. Wedemeyer, Exec. Director. Member of the public in attendance -Mary Heyer.

APPOINTMENT OF OFFICERS: Meeting was turned over to Vice Chairman J.Delaune: K.Nolan **Motion** to appoint L.Tantillo for Chairman, seconded by H.Litts. All ayes. Meeting was turned over to Chairman Tantillo. B.Davenport **Motion** to appoint J.Delaune for Vice Chairman, seconded by H.Litts. All ayes. H.Litts Motion to appoint S.VanNostrand for Treasurer, seconded by K.Nolan, All ayes.

1. STAFF REPORTS

Written staff reports were mailed and emailed to Board Members and B.Luskin prior to the meeting for review (attached to the filed minutes).

a) Work Reports

SWCD - J. Wedemeyer

- AEM updates.
- Inventory and Evaluations
- NYC DEP CAT 494
- Climate Resilient Farming Round 6
- Hudson Valley Carbon Farming Pilot Project
- Round 27
- District Updates – Discussion on Scenic Hudson – H.Litts asked B.Luskin to look into Ag & Mkts. Legal Department to help farmer who is trying to work with Scenic Hudson with field flooding issues, B.Luskin replied he will look further into the problem.
- We had a productive staff meeting with AWSMP in December.
- February meeting is scheduled with all Districts regarding NYC DEP requirements. Additional contract requirements from the City is becoming too much for our staff. J.Wedemeyer gave several examples.
- Bobby Taylor installed 104 riparian projects and only 2 failed because one landowner was not responsive after project installation and it took over a month to approve deer fencing for another project installed approximately 5 years ago.

b) SWCD – T.Ferry

- AEM
- Inventory and Evaluations
- CRF Round 6
- NYC DEP CAT 494
- Round 27
- Misc.

- c) AWSMP – A. Doan: J. Wedemeyer reviewed A. Doan report.
 - Administration
 - Assessment & Monitoring
 - Projects
 - CSBI
 - Meetings/Site Visits
- d) NRCS - O. Velez-Juarbe: J. Wedemeyer explained O Velez-Juarbe has been very busy trying to close out contracts.

2. NEW BUSINESS

- a) Annual Organizational Meeting
 The following was addressed: 1. Official Bank Depositories 2. Official Newspapers 3. Schedule of Monthly Meetings 4. Schedule of internal Annual District Audit 5. Schedule review and adoption of District Annual Plan of Operations 6. Schedule review of all District Policies and Training Plans. 1)Official Banks – The District is currently doing business with M & T Bank. Everything continues to work well in our dealing with this bank. Once again, the Board will need to affirm M&T Bank as the official bank of Ulster SWCD. 2)Official Newspapers – In 2022, the Board resolved to retain all three local daily newspapers which are: the Kingston Freeman, the New Paltz News, and the Middletown Times Herald Record. 3)Schedule of Monthly Meetings - to have monthly meetings on the fourth Wednesday of the month, subject to change when necessary. 4)Schedule review and adoption of the District APO – As a guide, the 2023 APO was reviewed and adopted. 5)Schedule a review of Individual Policies. H.Litts made the **Motion**, seconded by K.Nolan to approve items 1-5 for the Organization Meeting. All Ayes.
- b) Audit Requested from UC Legislature – Discussion held: 2019 last external audit. B.Luskin suggested for the District to request more funding from the County for an external audit. J.Wedemeyer suggested to schedule an external audit in the summer due to a high volume of work required presently from the City.
- c) Internal Audit Scheduling
 The Audit Subcommittee typically meets before the Board meeting to facilitate adopting the Subcommittee findings at the meeting in February.
- d) Quickbooks Software Updates – K.Nolan made the **Motion** to allow up to \$1,000 for a consultant to review the District Quickbooks, seconded by S.VanNostrand. All ayes.
- e) Farm Bureau Dues for Chairman Tantillo. K.Nolan made a **Motion** to approve the Farm Bureau dues of \$100 for Chairman Tantillo, seconded by B.Davenport. All ayes.
- f) Climate Smart Educational Series, Partnership with CCE of Ulster County – J.Wedemeyer updated the Board with the status with the Climate Smart Educational Series.
- g) Future Newsletters – Digital – Discussion was held and the Board was in agreement that the District go digital with the Newsletter.

3. OLD BUSINESS

- a) Bill Wilklow – Pride of Ulster County Award and Luncheon Scheduling – Discussion was held and recommendation to have a luncheon at the Wilklow Farm for Bill Wilklow.
- b) 2023 Budget and County Appropriation Amount – Discussion held and appropriation request was approved by the County Legislature.
- c) Fred Wilklow Board Appointment Approved – Resolution No. 620 was submitted to the Directors appointment of Fred Wilklow as a Farm Bureau Representative – Present to December 31, 2023.
- d) Scenic Hudson Supplemental Funding for Agricultural Projects – Discussion was held in J.Wedemeyer Work Report, Scenic Hudson has not been responsive. All future collaboration with Scenic Hudson will be reviewed and approved by the board to hold them more accountable.
- e) New Truck Purchase Status – Reviewed in T.Ferry work report.
- f) Proposed District Law Changes – J.Wedemeyer reviewed the District Law Changes and will keep the District informed of the outcome.

4. Minutes Approval

H.Litts made a **Motion** to approve the November minutes, seconded by K.Nolan. All ayes.

5. Financial Reports and Abstracts – November and December

H.Litts made a **Motion** to approve the November and December Financial Reports and Abstract, seconded by K.Nolan. All ayes.

6. Next Meeting

Scheduled for February 21nd 9 AM.

7. Adjournment

H.Litts made a **Motion** to adjourn the meeting at 10:35, seconded by K.Nolan. All ayes.

Respectfully Submitted,

Margarete Wagner
Program Assistant

JLW Activities November 10, 2022 to January 17 2023

AEM: AEM Tier 4: Certification, invoices and cover crop reimbursement to 4 farms. AEM Tier 5B: Barnyard and manure storage BMP evaluation, updated Tier 2 worksheets, T/O Rochester. AEM Tier 4: Continuation of barnyard survey, T/O Marbletown. AEM Tier 4: Outreach to Scenic Hudson to assist farm with drainage issues, collaboration for additional financial support for the Part C cover crop program and AEM barnyard project. AEM Education: Partnership with CCE of Ulster County to develop farming and climate series educational workshops. AEM Partnership: Assistance with NRCS high tunnel program, provided producer list of manufacturers. AEM Tier 4: preparation of fencing for rotational grazing system to go out to sealed bid, T/O Rochester. AEM Outreach: Landowner office visit for technical assistance and to participate in AEM program, T/O New Paltz.

Inventory and Evaluations: Mary Heyer, T/O New Paltz – conservation easement assistance with Scenic Hudson. Seamus Glynn, T/O Shawangunk – wetlands mapping assistance. Orian Blake – soil web survey assistance. Dennis VanWagnen, T/O Marbletown – water testing information for crops. Mathew Colangelo, City of Kingston – storm water management recommendations. Jennifer Grumme, T/O Hurley – storm water drainage outlet recommendations. County of Ulster, City of Kingston – storm water management assistance, storm water inspection assistance on jail demolition parcel. Town of Kingston – Assistance with MS4 annual reporting. Susan Payntan, T/O Woodstock – proposed development site plan review assistance. Clayton Horsey, T/O Woodstock – stream gauge and velocity assistance for berm for flood protection.

NYC DEP CAT 494: Staff meeting with AWSMP program and core District staff. CSBI planting assistance, T/O Olive. Reviewed and approved invoices from Stantec, SLR, Hubble and Kingston Equipment. FY 23 Capital and Expense reports. Reconciliation from prior quarters with DEP office of Engineering and Audits. CSBI deer fence installation and coordination with staff. Assistance to staff with family medical leave and health insurance changes. Panther Kill site visit and photo documentation after storm event. Scheduled trainings for employees. Scope of work meeting with DEP.

Climate Resilient Farming Round 6: Composed contracts for the 5 participating farmers, submitted plan of work to the NYS SWCC.

Hudson Valley Carbon Farming Pilot Project: Submitted final invoice for billable hours and received payment.

Round 27: Assisted farmer with EQIP enrollment to augment existing grant funding. Submitted claim for payment.

District Updates:

- Scenic Hudson has been non-responsive to work with the UCSWCD and to provide supplemental funding our Part C Cover Crop Program and covered barnyard project through the AEM program.
- Partnered with Putnam County SWCD and the Ulster County Department of the Environment for a 4 Hour Erosion and Sediment Control Course on December 6, 2022. 39 course participants, \$2,400 in net sales/revenue generated. No charge to Ulster County Employees, 4 attended.
- Newsletter, Tree and Shrub orders and website updates completed. A print and folding service was used, their cost was \$2,217.92, bulk postage will be approximately \$395, total cost approximately \$2,600 for the newsletter. Last year, Margarete, Kendall (part time help) and myself devoted over 80 hours folding newsletters. In the future, it would be more cost and time effective to have a digital version and mail the newsletter to people who do not have computer access.
- State Annual Reporting.
- Soils Group Worksheets: 4.

TRF Activities November 9, 2022 – January 18, 2023

AEM: Finished certifying cover crops and getting reimbursement documentation. Certified 531 acres of cover crop totaling \$37,675.00. This leaves a balance of \$12,325.00. Tier 5A/5B – T/O Wawarsing – updated updated Tier 1 form and Tier 2 worksheets with producer, took soil samples for nutrient management on home farm and new ground they are renting. Worked on compiling hours and updating our AEM timelog and deliverables spreadsheet. Tier 4 – T/O Marbletown – surveyed for Tier 4 implementation covered barnyard project. Tier 5B – T/O Marlborough – work on and finish up Tier 5B conservation plan for orchard producer. Tier 1 – T/O Wawarsing – work with producer to fill out Tier 1, setup time for Tier 2, just getting started farming his property. Tier 1 – T/O Marbletown – work with landowner on filling out Tier 1. Tier 5A – T/O Marlborough – work on Tier 5A updates. Tier 5A – T/O Gardiner – work on Tier 5A updates for potential irrigation project.

Inventory and Evaluations: T/O Ulster – resident called looking for information on ridgeline protection and storyboards she had made. T/O Woodstock – called about ag feasibility on a parcel in the town. Sent her information. C/O Kingston – received a call about drainage issues surrounding the Golden Hill complex, attended a site visit with JW. T/O Denning – calls with producer who needs help with irrigation to greenhouse and livestock watering. T/O Gardiner – work with producer to help with soil sampling. T/O Marbletown – assist landowner with ag feasibility/information on starting up farming.

CRF Round 6: Helped with getting contract documents signed for the CRF 6 plan of work.

NYC DEP CAT 494: Finished helping Bobby and Mark with CSBI plantings and deer fencing.

Round 27: No activity

Misc: Helped JW teach a 4-hour Erosion and Sediment Control Course.

1 ton Chevy truck update; our vehicle bid was posted on the state website and received no bids. NYS OGS recommended we contact dealers to see when new pricing list would be out and when trucks will be built. I contacted Robert Green Chevrolet (1/4/2023) and spoke with Rob, he said all the 2023 models are sold/spoken for. He recommended calling in late March to spec out a truck that we can then post to the state bid list. It would be a 2024 model that we should have by sometime this summer.

Attended Game of Logging levels 1 & 2 chainsaw safety trainings.

Help JW fill out annual reporting form.

Keep Facebook/Instagram pages updated.

Work on Ag assessments.

Updates January 2023

Ashokan Watershed Stream Management Program

- Administration
 - Submitted Capital request for funds (RFF) to DEP
 - Responded to DEP request for additional info related to Capital RFF
 - Submitted draft Scope of Services and staffing plan for next DEP/UCSWCD agreement

- Assessment & Monitoring
 - Reported on A&M activities for UCSWCD Annual Performance Measure report
 - Completed CAT494 SFI deliverable – pending QA/QC acceptance by DEP
 - Began planning for 2023 field season
 - Project monitoring
 - UCSWCD/USGS fisheries study
 - Support to AWSMP as needed

- Projects
 - Stony Clove SRP
 - Substantial completion met
 - Monitoring seeding/planting success heading into Spring
 - Anticipate substantial completion progress payment application in early 2023
 - Awaiting as-built and report for review from SLR

 - Warner Creek SRP
 - Final pay application received/processed
 - Post-construction monitoring to continue via DEP and UCSWCD efforts

 - Panther Kill SRP
 - Substantial completion met
 - Monitoring seeding/planting success heading into Spring
 - Awaiting as-built and report for review from Stantec
 - Substantial completion progress payment received and processed

 - Mink Hollow Bridge
 - Substantial completion met
 - Town of Woodstock held ribbon cutting ceremony end of 2022
 - UCSWCD will continue to monitor planting and instream work

 - Elk Bushkill
 - Baseline survey complete
 - Field work by Stantec anticipated for early 2023
 - Awaiting conceptual design for review

- CSBI
 - Completed Fall projects
 - Reported on CSBI activities for UCSWCD Annual Performance Measure report
 - Provided DEP with annual reporting metrics

Continued on back

Meetings/Site Visits

- CAT scope of services development meeting w/ DEPS
- SAFARI – Shandaken Flood Committee meeting
- Phoenicia Main Street bridge kickoff meeting – Ulster Co. DPW
- Pine Hill Flood Analysis public meeting #3
- Project Managers Meeting w/ CCE and DEP
- SUNY ESF job shadow – 3 students participated and toured several AWSMP sites
- Post-flood stream training meeting – developing curriculum for municipal officials and operators for 2023 training
- Substantial completion site visit w/ SLR at Stony Clove SRP

New York State Soil & Water Conservation Committee
Region 5 Report – January 2023
Submitted by: Ben Luskin – Region 5 Associate Environmental Analyst

NYS SWCC News

New Division Administrative Assistant: Please join us in welcoming Melissa Gordon to the Division of Land and Water Resources as our new Administrative Assistant! We are so pleased to have Melissa joining our team. Among her various duties in support of SWCC and Farmland Protection Unit mission goals, you will begin to see emails from Melissa (melissa.gordon@agriculture.ny.gov) that are sent on behalf of the SWCC. Welcome Melissa!

2022 State Aid to Districts – DUE 2/15: All 2022 annual reporting documents (State Aid, Treasurers Report, Annual Report, etc.) are now available on the SWCC SharePoint <https://nysemail.sharepoint.com>, under Resources for Districts – State Aid to Districts. All reports are due to the State Committee by **February 15, 2023**. Please contact ben.luskin@agriculture.ny.gov or your Regional AEA with any questions.

Round 28 AGNPS and Round 6 CRF Plans of Work: Please submit plans of work for projects awarded through Round 28 AGNPS and Round 6 CRF to your Regional AEA for review and approval. Submitting this information as soon as possible can help to expedite the contracting process.

Climate Leadership and Community Protection Act (CLCPA) Scoping Plan: On December 19th, 2022, the NYS Climate Action Council (CAC) voted to approve the CLCPA Scoping Plan. The Scoping Plan provides a road map for how New York State will meet the emission reduction targets set by the law. Chapters 15 (Agriculture and Forestry), 19 (Land Use), and 21 (Adaptation/Resilience) include strategies for the farm and forest sectors to both reduce emissions, increase carbon sequestration/storage and elevate adaptation/resilience. The agricultural and forestry strategies call in part for the expansion of current programs and conservation technical assistance through SWCDs. Please click the link for the entire scoping plan <https://climate.ny.gov/resources/scoping-plan/>.

NYS SWCC Cost Share Program Procurement Policy: In March 2021, the Procurement Policy and Form utilized by NYS SWCC Cost Share programs was updated. This policy and the updated Procurement Record must be used for projects that were procured after March 2021. For all active contracts, please be sure to collect appropriate proofs of payment for each project invoice. Acceptable proofs of payment are defined in the Procurement Policy.

January SWCC Meeting: The next SWCC meeting is scheduled to convene at **10:00 AM on January 24th**. Further details and an agenda for this meeting will be sent out shortly. Reminder – participation at a SWCC meeting is eligible toward PM1, Part C of State Aid to Districts.

Ag Value Assessment Liaisons from Tax and Finance: The Department of Tax and Finance has compiled a county-by-county list of Customer Service Liaisons who are available to help answer questions related to the Agricultural Value Assessment Program: <https://www.tax.ny.gov/research/property/regional/crmlist.htm> Please be patient with the liaisons as many of them will be learning along with you. For questions related to the annually updated soils series or soil classifications, please reach out to Jason Mulford jason.mulford@agriculture.ny.gov. For other questions related to values per acre, landowner issues, and Agricultural Districts, please contact Jeff Kehoe Jeffrey.kehoe@agriculture.ny.gov.

Other Events

New York Chapter of the Soil and Water Conservation Society Annual Meeting: Farmers and agricultural service providers are invited to attend the Annual Meeting of the Empire State Chapter of the Soil and Water Conservation Society on **January 24, 2023**, at the Cayuga County Soil and Water Conservation District. Participants can expect to learn how technology interacts with conservation efforts for improved water quality and climate resiliency. This year the meeting will be both in person and virtual. To learn more and to register, please visit: bit.ly/EmpireSWCS2023

WEBINAR, Assessing Trends and Advancing Research for Smart Solar: Learn how American Farmland Trust is advancing Smart Solar principles in New York, **Wednesday January 11th, 11:30am - 12:30pm**. The session will include highlighting

cutting edge research led by Cornell University and its Sustainable Solar initiative. Please register for the event here: <https://forms.office.com/r/meZcV1Yaph>

2023 Water Quality Symposium: The New York State Conservation District Employees' Association and Soil and Water Conservation Committee are thrilled to announce the 2023 Water Quality Symposium in Syracuse, NY. **March 14th – 17th, 2023**. Registration is due no later than January 23rd, 2023. Please note that this year, **each County Soil and Water District will receive one free admission coupon for one staff to attend the full week**. Registration packet available here: <https://www.nyscdea.com/training-sessions/> Online registration form here: <https://forms.gle/GWidbu9G6aQiZp2aA>

NACD 2023 Annual Meeting: Registration for The National Association of Conservation Districts' (NACD) 77th Annual Meeting is now open! Hosted in partnership with the Louisiana Association of Conservation Districts, the 2023 Annual Meeting will take place in New Orleans, Louisiana from **February 11-15, 2023**. To learn more and to register, please visit <https://docs.google.com/forms/d/e/1FAIpQLScRMcacKQGe22Q2RjVKF2knpcugUTP4ZZll17r1Gx-eDFieA/viewform>

Other Funding

Five Star and Urban Waters Restoration Program 2023 Request for Proposals: The National Fish and Wildlife Foundation and partners are requesting proposals for the 2023. This program seeks to develop community capacity to sustain local natural resources by providing financial assistance to diverse local partnerships focused on improving water quality, watersheds and the species and habitats they support. Full proposals are due by **January 31, 2023**. To learn more about the grant program and the application guidelines, please go here, <https://www.nfwf.org/programs/five-star-and-urban-waters-restoration-grant-program/five-star-and-urban-waters-restoration-grant-program-2023-request-proposals>

WNY PRISM Crew Assistance Program Request for Project Proposals: To assist with invasive species management activities within the 8-county WNY PRISM region, the WNY PRISM Crew (Crew) is available to work with partners on new and ongoing management projects. Eligible activities fall into two primary work areas: invasive species surveys & mapping and invasive species removal & habitat restoration. For more information on the Crew Assistance Program including project proposal requirements, eligibility and review criteria, view the 2023 WNY PRISM Crew Assistance Program – Request for Project Proposals, <https://www.wnyprism.org/wp-content/uploads/2022/12/2023-WNY-PRISM-Crew-Assistance-Program-Request-for-Project-Proposals.pdf> Questions may be submitted to Douglas Knoph, Field Operations Manager at knophdh@buffalostate.edu. All requests must be received by **5:00 pm on Friday, January 27, 2023**.