



**MADISON COUNTY SOIL & WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS
February 15, 2024
Regular Board Meeting**

Present: Ric Barnes - Chairman
Allen Hough - Vice Chairman
Charlie Pace - Non-farming Public Representative
TJ Stokes – County Legislator
Jim Cunningham – County Legislator
Amy Hayduke - District Clerk/Treasurer
Steve Lorraine, District Manager
Maryellen Sheehan, CCE

1. Call to Order

Chairman Barnes called the meeting to order at 12:03 PM.

2. Approval of Minutes

Minutes were emailed to the board in advance for review. A motion was made by Allen, seconded by Charlie to approve the January 2024 minutes. Motion carried.

3. Treasurer's Report – Amy Hayduke

Bills to Be Paid - A motion made by Allen, seconded by TJ to approve payment of outstanding bills. Motion carried.

A motion to approve the January 2024 report as presented was made by Charlie and seconded by Allen. Motion carried.

4. Manager's Report – Steve Lorraine

- Jess continues meeting with and updating our CAFO farms CNMP's.
- Joann has been working with the USC in BMP verification and reporting.
- Joann and Amy have been handling the tree sale.
- Tom and Carl have been handling Ag Assessments as they come in.
- Tom has been assisting Jess as needed with CNMP items.
- Andy is working on multiple designs for projects from barnyards to stream work.
- Carl is working on multiple designs for manure storage and a covered barnyard.
- Troy has been working on multiple grazing plans and designs for grazing systems to be installed this year.
- Amy and Steve completed the annual reports to the state and have submitted them.
- Joann and Steve completed the AEM Rd 17 close out and have invoiced the state for final payment.
- Amy and Steve are working on multiple AGNPS grant close outs that are due to the state this spring.

5. FSA – No report, no one present.

6. NRCS – No report, no one present.

7. CCE – Maryelle Sheehan

The February report was sent in advance and included with the member packets. Maryellen discussed several items on the report, including the news that CCE will host a DEC pesticide license test prep on March 29th and they will be a testing site in Morrisville for the DEC pesticide license test every year.

CCE would like to do a workshop with SWCD this summer as well. Plans will be discussed with Steve later.

8. Committee Reports

SWCC – February 2024 report from Scott Fickbohm was included in the member packets. Steve reviewed some points from the newsletter:

State Aid to District, Payment blackout period, AEM base, AEM Leopold award nominations.

County – Jim reported that sales tax has “flattened out” .

9. NYACD – Steve Lorraine

- The Legislative Days booklet was passed around. Madison County SWCD submitted projects to it.
- The FL-LOWPA budget has increased.

10. CDEA – Steve Lorraine

- Water Quality Symposium is March 12-15.

11. Old Business

- Envirothon Invoice was discussed. Motion to table by Charlie, Seconded by Jim. Motion carried.
- Review of district policies – The Post Pounder Policy was reviewed. Changes need to be made review again at next meeting.
- NBT Bank Collateral Account – all seems to be going well with the account. Statements are sent weekly.
- Internet. As fiber is now available in the building, we have contacted Spectrum about installation. The contract has been sent. As the board had no objections, Amy will sign the contract.
- Employee Handbook review. Public Sector HR Consultants sent the updated handbook to us for review. It was emailed to the board members before the meeting. Charlie discussed items in Sections 505, 508 and 807 that he felt could be fine-tuned. A motion was made by Charlie to amend the handbook as discussed and was seconded by TJ. Motion carried unanimously.

12. New Business

- ICS (already covered in old business with the collateral account update)
- Chittenango Creek Maintenance Project savings account was discussed. The interest rate is low. A motion to close the account ending in 5355 was made by Allen and seconded by Jim. Motion carried. A motion to authorize Amy to open a new high-yield savings account for the Chittenango Creek Maintenance Project was made by Ric, seconded by Allen. Motion carried.
- Morrisville-Eaton CTE Work Experience Program was discussed. Someone from the program is supposed to follow up with Steve with more information. TJ shared that he had a student work with him through a similar program. The student worked 3 hours a day, 3 days a week for 4 weeks.
- Shredding – Amy prepared a list of items that are past the required time by the NYS retention schedule. A motion to approve shredding of the items on the list was made by Jim and seconded by Charlie. Motion carried. The AGNPS files were discussed. The state contract requires that we keep the files for 7 years. The NYS retention schedule is 6 years. However, there is some concern if a lawsuit were to occur. Steve suggested that once the 7 years has passed, we convert those files to digital and shred the originals. Maryellen shared that CCE used an intern from Colgate University’s Library Sciences Department to help with their file retention needs. Jim suggested that Steve contact Mike Keville as he is the person that handles the document retention at the county.
- Annual Reports – A motion to approve the reports was made by Jim and seconded by Charlie. Roll call was done. All were in favor.
- AEM Tier 4 ranked lists were passed around. The process of ranking was discussed. Our ranking worksheet is used by several counties. A motion to approve the presented list was made by Jim and seconded by Allen. A

motion to approve the resolution for the projects to be implemented through the AEM RD 18 Tier Four Program was sponsored by Ric, and seconded by Allen. Roll call was done. All were in favor.

- Flood Mitigation – The 2024 Stream Ranking list was passed around and discussed. Allen motioned to approve the ranked list; Jim seconded. Motion carried.
- The 2024 Madison County SWCD Conservation Farm of the Year is Mariposa Heights Farm in DeRuyter. A luncheon will be held to present the award at Shelly's Bar & Grill on March 29th. A motion to approve the farm of the year selection and have the next board meeting at Shelly's was made by TJ and seconded by Charlie. Motion carried.

13. Executive Session

A motion to enter executive session was made by Jim and seconded by Allen. Motion carried.

Executive session started at 2:02 pm.

A motion to exit executive session was made by Charlie and seconded by TJ. Motion carried.

Executive session ended at 2:08pm and normal session was resumed.

14. Additional business

A motion to accept Patricia Casler's retirement date of 3/1/24 was made by Jim and seconded by Allen.

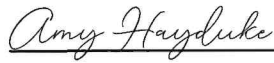
A motion to amend the Bills to be Paid to include a payment to Patricia Casler for accrued vacation/annual leave was made by Allen and seconded by Jim.

15. Next Meeting

March 29, 2024 at 11:00 am at Shelly's Bar & Grill in DeRuyter

16. Adjournment

Motion to adjourn made by Ric, seconded by TJ. The meeting was adjourned at 2:10 pm.



Amy Hayduke, District Clerk/Treasurer

Date: 02/16/2024

*att
3/29/24*



Ric Barnes, Chairman

Date: 3/29/24

**Resolution
of the
Madison County Soil & Water Conservation District
Board of Directors**

Resolution No. 140

February 15, 2024

Adopted by the Board of Directors of the Madison County Soil & Water Conservation District at their regularly scheduled meeting on February 15, 2024.

BE IT RESOLVED THAT:

The Madison County Soil & Water Conservation District Board of Directors hereby approve the 2024-25 AEM Round 18 Tier 4 Ranked list as follows:

Gary Brink – Diversion
Tuscarora Dairy/Steve Durfee – Diversion
Dave Gillis – Grazing
Rend-Cach/Chris Hughes – Waste Transfer
Dan Davis – Barnyard

Chairman Barnes moved the board to approve the above action plan. The motion was seconded by Allen Hough and carried unanimously.

February 15, 2024



Amy Hayduke, District Clerk