

MINUTES
ORANGE COUNTY SOIL & WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS
January 21st, 2025

The **MEETING** was **CALLED TO ORDER** by the Chairman at 9:04 AM. Directors P. DeBlock, J. Wright, B. Cheney, P. Ruskiewicz, and G. Constable were present along with K. Sumner (SWCD), E. King (SWCD), M. Held (SWCD), E. Schellenberg (CCE), and E. Siljkovic (Recycling Coordinator at OC DPW.)

2025-1-1 Ruskiewicz made the Motion, Cheney seconded, to approve December’s Board Meeting Minutes as written. All in favor.

ACTIONS TAKEN BETWEEN MEETINGS – Some bills were paid and are listed on the Bills for Board Approval. Sumner reminded the Board of the project payments they approved for Cris Bros. Orchard & Pete Ewanciw.

CORRESPONDENCE

- Bank Statements
- Collateral Agreements
- Region 5 Monthly SWCC Report from Ben Luskin
 - Sumner mentioned that several annual reports need to be submitted by 2/15 in order for the District to maintain its eligibility for state funding.
- The Hartford Certificate of NYS Workers’ Compensation Insurance Coverage
- Hudson River Watershed Alliance Donation Request
- National Watershed Coalition 2025 Membership Application
- The Upper Delaware Fall/Winter 2024 Issue
- Rural Futures Winter 2025 Issue
- Stormwater Solutions: November/December 2024
- The Resource: Winter 2025 Edition
- The Empire State Granger: January/February 2025 Issue
- Chief River Nursery Company Catalog: Spring 2025

Guest Introduction- E. Siljkovic introduced himself as the recycling coordinator for Orange County DPW. He works within the division of environmental services. Siljkovic was intrigued by the District’s 2024 Annual Report, particularly the site compost facility project. He continued that he is interested in diverting organic matter from our waste

stream and returning the nutrients to the ground. Siljkovic stated that he is here to learn and assist the District in efforts that he can help with. Sumner asked Siljkovic if the initiative to collect organic waste from farmers markets will be continuing or expanding this year. Siljkovic confirmed that it will continue and hopefully expand, but the issue lies with volunteer availability. Additionally, there is still a question of how the organic waste will be transported to the farm or community garden while operating within DEC recommendations. Siljkovic mentioned that he and Sumner have discussed finding processing composting sites, but noted that they have now seven sites available for waste drop off.

FINANCIAL REPORTS

Sumner presented the Board with the District’s year-end report. Sumner does not feel it is necessarily a cause for concern if the funds are not close to the projected budget, but reported that the District’s disbursements came in under budget and receipts were a little over budget. Under the dedicated fund summary, Sumner stated that there is a negative unobligated balance of \$65k. Sumner explained that interpreting that balance proves to be complicated since you have to decipher how much of those dedicated funds will help cover fixed expenses. Sumner expressed that he is not overly concerned about the negative balance, but the District will keep a watchful eye on it. Once the District receives the first quarter appropriation from the County and is reimbursed for grant expenses we incurred, then that negative balance will be no longer. For example, there is almost a negative balance of \$70k on the CRF grants that the District is waiting on advance payment from Albany. Sumner expressed frustration with waiting on funding from the Climate Resilient Farming Round 7 grants which have a contract start date of November 2023. Two of the three contracts have been executed, but still have not received funding. Ironically, the District made advance payments to the Crist Bros. Orchard’s contract, but we are still waiting on an executed contract for them. It makes it more difficult to address budgeting concerns when reviewing the 18-month delay from the contract start date to receiving state funds. However, Sumner believes that the overall 2024 financial report looks good. Sumner stated that King is almost done with the District’s 2024 Treasurer’s Report which is due by 2/15. The District’s Treasurer, DeBlock, will need to sign the report prior to submission. Ruzskiewicz noted that the District’s No-Till receivables have all been paid.

2025-1-2 Ruzskiewicz made the Motion, Cheney seconded, to file December’s Financial Reports for audit review.

All in favor.

BILLS FOR BOARD APPROVAL

Cheney asked Sumner if the Board can have access to the corresponding receipts to the charges on the District’s monthly credit card statement. King clarified that she has the receipts organized and prepared for the Board to review. Sumner distributed the statement and receipts to the Board. Sumner informed the Board that there is another payment he would like to discuss adding to the Bills to Be Paid. Sumner noted that the second payment to I&J Manufacturing is needed before the roller crimper can be delivered. Wright asked Sumner whether a decision had been made regarding the O’Dell’s transporting the roller crimper for the District. Sumner reported that the O’Dell’s were going to deliver it, but since Roland O’Dell is in Florida, he is not available to pick it up under his Field Technician duties. We considered having Mike O’Dell pick up the equipment. Sumner looked further into this and determined that anytime the District pays someone who isn’t an employee, the District’s workman’s comp providers investigate that individual’s workman’s comp insurance. The District could end up paying an additional fee since this payment is viewed as a payroll expense. Additionally, Sumner noted the potential liability concerns if M. O’Dell were to get in an accident while moving the equipment. The District’s insurance agent did not express concerns with the District hiring someone to move the equipment, but M. O’Dell’s insurance agent recommended he does not transport the roller crimper. Both I&J Manufacturing and O’Dell were going to charge the same delivery fee, \$750. This brings the final payment to \$8,312.50. So Sumner recommends having the vendor provide delivery services.

2025-1-3 Constable made the Motion, DeBlock seconded, to pay the bills as presented with the added payment to I&J Manufacturing. All in favor.

GRANT REPORT UPDATE

Sumner indicated any updates to the grants report for December are highlighted in red ink. Sumner told the Board that he has updated the formatting of the report to better reflect the various funding sources the District utilizes. One of the purposes of these grant report updates is to prevent the District from being inundated with work commitments that cannot be satisfied, and keep the governing Board aware of these commitments. Sumner redid the Wallkill Maintenance agreement section since the funding will change considerably in 2025. Sumner noted that Cheney arranged a meeting tomorrow with the County Finance Commissioner in the hopes of gaining a clearer understanding of how the funds will be carried over from the four towns. According to the District's records, there should be a carryover of roughly \$25k from 2024 to 2025. It is supposed to be added on top of the new \$60k contributions from the County and four participating towns.

INTERAGENCY REPORTS

CCE: Schellenberg reported that CCE has signed the CIG grant and can now begin working on a timeline for the equipment purchases. Schellenberg noted that they can advance certain amounts of money if necessary to make a big purchase, but it must be done within thirty days. Sumner asked whether the District will be handling the procurement or if CCE will be doing so. Schellenberg needs to confirm this with their financial advisor, but stated that Sumner was listed as a sub awardee. Schellenberg is hopeful that the program will be come into effect in fall of 2025 for cover crop planting. Schellenberg stated that CCE is still offering to procure equipment for the District for spring 2025 planting if possible. Held asked Schellenberg for an updated list of farmers participating in the CIG grant. Schellenberg reported that he needs to speak with Bobby, a maintenance worker at OCCCE, regarding the storage options for the District. Currently, Schellenberg does not think there is an option for the District to use a covered space for the roller crimper. There is room for an uncovered space at the back of the park which will be under lock and key. Schellenberg stated that there is most likely not a place for the roller crimper in the new covered building. Schellenberg mentioned that Orange & Rockland gave CCE a grant to foster community engagement in Port Jervis & Newburgh. The areas of focus pertain to the heat island effect and flooding concerns. He clarified that this is not a project to mitigate funding, but rather to work with the community to build resilience and coalition building. CCE will be working with the Open Space Institute as well, and extended an invitation to the District should they ever want to attend these meetings. CCE's trainings on greenhouse growers & stormwater management will begin in the coming weeks. Schellenberg suggested that he and Sumner schedule a meeting to finalize the equipment purchases.

FSA: No report from FSA.

There were no representatives from NYSC, WCC, or NRCS present at the meeting.

STAFF REPORTS

*Sumner, King, and Held emailed their written staff reports to the Board prior to the meeting for review.

M. Held (SWCD)- Held informed the Board that she is attending CCA trainings and is gearing up to take the two tests in February 2025. Held noted that she has received conflicting opinions on the difficulty of the test. Held noted that the final numbers for the 2024 LCSP are listed in her written report. Held reported that all the soil samples for Jessy Raap's CNMP have been collected. Held has not received the results yet from the civil service test she took in December 2024.

E. King (SWCD)- King reported that she has been working on various end-of-year reporting since December's meeting.

K. Sumner (SWCD)- Review “Old and New Business” for further information.

OLD & NEW BUSINESS

Phase 4 South Walkkill – Sumner reported that the District is still waiting on schedule for the closing and for the landowner to receive payment for the proposed Conservation Easement associated with the P4S bench project. The District is no longer waiting for the LO’s lawyer and are now waiting on the title company to finish their report before the closing can be finalized.

Phase 4 North Walkkill- Sumner noted that construction is complete on Phase 4 North, thanks to the contractor’s dedicated work, even with severe weather conditions. The District is now starting the process of obtaining the easement acquisition for P4N. Sumner is hopeful that the County surveyor can complete the as built survey, which has been done for the District in the past which saves the District a lot of money.

Celery Avenue Ledge Lowering Project- Sumner reported that the NYS DEC is currently reviewing the public comments that were submitted in the summer of 2024. The NYS DEC is requesting additional hydrological studies, which Sumner has tasked the District’s engineers with. As of now, Sumner does not know when the District can expect a ruling on that permit. The District does not currently have a financial outline for this project. Given the DEC’s response, Sumner was left feeling less optimistic about their likelihood of approving the project. Sumner reminded the Board that the DEC approved this project permit years ago. The project permit is the same as it was years ago, but it appears to be under more scrutiny this time around.

AEM Round 18- The AEM Round 18 contract started in 2024 and is a two-year contract, which means that funding ends at the close of 2025. There are currently six projects, which the Board approved funding for, but four of them have not made any progress yet. There are no time extensions for these projects. Sumner noted that letters were sent to the four participants, which indicated that if no progress is done by April, then the BOD will decide whether to take away their funding or allow them to continue to retain the funds. Cheney asked if there are any projects currently waiting on funding, but Sumner explained that those exceed the available budget for Round 18. Sumner stated that the Board has more flexibility to assign money and adjust projects in AEM Round 18. There are projects that Sumner would like to explore to increase their budget.

Cheney asked Sumner if the District has any plans for the \$85,000 they will receive for the Walkkill Maintenance project. Sumner noted that he did an inspection report for the whole length of the project last fall and that the contractor wants to continue work in the winter so long as the weather permits. Sumner stated that with the expected additional funding resulting from the recently adopted Agreement Amendment, funding could potentially be used on a wider scope of maintenance needs such as culvert work or road maintenance. As they work their way down the river, the District will be able to identify more areas of concern. Last year, landowners reported trees down in the Walkkill adjacent to the County Landfill. Sumner and Rob Schreibeis from the CE office were supposed to go and look at this concern. The District does not touch anything on the landfill frontage, we anticipate asking County DPW to maintain. Cheney will speak with Eric Denaga, the County DPW Commissioner, regarding this question. DeBlock asked Sumner whether the \$85k can only be used for maintenance work on the Walkkill, or if it can be used for other waterbodies, such as Rutgers Creek? Sumner explained that if there was an area of the Walkkill River near the confluence of the Rutgers, work could be done, but we can’t go way up the tributaries. Sumner recalled that the purpose of the easements along Philomena Drive is to allow the District to maintain that section of the river like the rest of the flood control project. Sumner reported that there are still three parcels that the District has not received easements for. Sumner noted that the District is trying to maintain the channel, meanwhile landowners and renters along Philomena Drive are filling in the floodplain with concrete debris. The District met months ago with one of the landowners in question, his engineer, the Town of Goshen Supervisor, and the Town of Goshen building inspector. Sumner is unaware of any actions taken afterwards. The NYS DEC assigns the responsibility on the towns for

floodplain regulation. The town has authority to require floodplain development permits and has a stream overlay district. Essentially, the town has two potential regulatory mechanisms that can be used to correct that situation. Additionally, the river channel along Philomena Drive is not listed on the NYS wetlands map. The NYS DEC is no longer considering those maps official as of 2025, which means there are no maps to determine whether an area is a NYS regulated wetland or not. Sumner believes that in order to determine if the area is regulated, you will need to hire a professional to help prepare your site plan, and apply for a permit.

Ag NPS Rnd 30- Sumner informed the Board that applications for Ag NPS Round 30, which is the largest source of State funding for farm projects, are due at the end of February. Sumner noted that this timing is less than ideal with the end of year reports due in the middle of February. Sumner noted that the Board is hoping to get a proposal submitted for the Simpson's Compost Bedded Pack Barn that was originally submitted through CRF Round 8, but was denied. Additionally, there is another proposal within the Wallkill Watershed that includes three farms. The District needs to determine how much local funding we will commit to these projects. The more local funding contributed to a project, the higher the ranking. The budget for the Wallkill proposal, has not been prepared yet. Sumner estimates that the District will provide between \$10k-\$20k total in local match funding for all three farm projects.

Sumner continued that in Simpson's CRF application, the District committed \$40k of the District's cache. Sumner noted that it is difficult to determine what the District's financial situation will be when the funding is supplied, since the project will most likely occur in 2026. Sumner believes that it is feasible for the District to commit \$40k to Simpson's project. The District needs to keep this commitment in mind in 2025 when deciding on the use of the Part C money for 2026. Sumner noted that a lot of the Part C money is being used on the flood mitigation projects. Sumner wants the District to not lose focus on dedicated funding for upland farm projects rather than solely the Wallkill flood mitigation projects.

Senator Skoufis Equipment Funding- Sumner reported that he has not heard from Senator Skoufis' office as to when the District will receive the funding for equipment purchase. This leaves Sumner to believe that it is unlikely that the District will have new planters by the spring. The District has not heard from NYS Ag & Markets either.

Equipment Purchase & Storage- Sumner asked that the Board to discuss how much equipment the District will hold onto given storage and employee constraints. The proposal that Held and Sumner drafted seeks to revise the equipment purchase with Skoufis money from two corn planters & one seeder, to two seeders & one corn planter. The District will be able to purchase a corn planter with the CIG grant funding. The Skoufis funding purchase would allow the District to add another 12-foot seeder to our equipment force and sell the 2006 7-foot Great Plains seeder. The District plans to purchase a new seeder with a native grass box. Schellenberg offered to help the District with transporting the equipment that will be purchased with the CIG grant. Sumner noted that he would have to talk to the District's insurance agent if Schellenberg were to use the District's truck to transport the planter. Sumner informed the Board that the District issued a request for proposals for rental space, but did not receive any proposals. However, the O'Dell's told Sumner that they can make more rental space available. The O'Dell's are offering ½ of the space of their larger coverall building and are asking for \$400 to cover the new space and the outside storage. Sumner recommends that District accept this deal, but the District can still consider storing equipment at the CCE park. The District could even store the roller crimper at the CCE park during the winter.

2025-1-4 Ruskiewicz made the Motion, Wright seconded, to accept the O'Dell's rental offer & increase the District's rental payment to the O'Dell's to \$400. All in favor.

District's Boom Mowers: Sumner reported that there is a new person interested in purchasing the District's boom mower. Sumner asked the contractor who has been doing the river maintenance if it is a good idea that the District keep the boom mowers. The contractor noted that he could use the boom mower to mow the shoulders along the maintenance road. In this scenario the contractor would supply his own tractor, charging us for use of the tractor while we would provide the mower. This would allow for more opportunities to maintain more areas of the river

project, such as the riverbank & maintenance road. The District needs to consider how often the mower would be used. It has been well over a year since the mower was last rented. Sumner would rather the District forgo the rental program for the boom mower and instead keep it for the District's personal use. On the other hand, the District can always decide to hire a contractor to use a boom mower should the District decide to sell our own. Sumner suggested that the District keep them for an extra year given now that they have the extra river maintenance funding to see if they are useful. Sumner does not know if O'Dell has repaired the damaged mower yet. The Board agreed to wait a year to revisit the topic of selling the mowers.

2025 Budget- Sumner reviewed the District's 2025 budget at the beginning of the year given that he has a clearer understanding of future expenses. The budget was drafted in June 2024 and was submitted in the District's request for County Appropriation funding. Sumner provided the Board with an updated projection of the District's financial standing at the end of 2025. Sumner is estimating that the District will have a tentative surplus of \$200k which is 10% of the District's total budget. Sumner is not suggesting that the District spend this surplus. The District will continue to monitor this surplus throughout the year. Sumner did not include the Celery Avenue project in this revised projection since there are a lot of unknown factors. Sumner included significant outlays in the projection which include the two easements for the Walkkill project. Sumner reported that the Phase 4 South negotiated price was \$3,000 per parcel (15 parcels in total), and the easement for Phase 4 North totaled \$75,000 (\$5,000 per parcel.) This brings the total to \$120,000 for easement expenses. Additionally, the District has significant leftover expenses from Phase 4 North construction. Sumner included the Board's discussion of purchasing a new truck, but recommended no action be taken until additional funding is received. The District can look into truck prices in the interim. DeBlock commented that the District still needs to pay for the Green Farmland and Davandjer easements. Negotiations have yet to begin for those two easements. Sumner reported that Bastek wants the easement payments made in installments. Sumner wants to see if the District can purchase a truck locally so long as they comply with State bid requirements. The District was able to do this with the purchase of the corn planter. Cheney stated that the State has the bid list available. DeBlock asked whether a municipality is allowed to enter a credit agreement, but Sumner does not think the District can commit to that. Cheney recommended that Sumner ask the County Commissioner of Finance tomorrow whether the District can enter into a credit agreement for a truck.

Election of Officers

2025-1-5 Ruskiewicz made the Motion, Cheney seconded, to keep the Board members' positions the same for 2025. All in favor.

Reviewal of Policies- Sumner noted that since the Board has been reviewing the District's policies throughout the year, Sumner recommends that the Board accept the District's policies as is.

2025-1-6 Cheney made the Motion, Constable seconded, to adopt the District's current policies for 2025. All in favor.

Staff Leave Summaries- Sumner distributed the District employee's 2024 leave summaries to the Board. Sumner noted that he already reviewed King and Held's summaries. Sumner asked that once the Board reviews his summary, that one of the Directors initial his summary. Sumner explained that the summaries are a potential financial liability for the District which is why the Board reviews them. When the private sector accounting firm conducts the District's yearly audit, they request the employee's leave summaries. Sumner confirmed that the District employees have a carryover limit of 240 hours for annual leave. Sumner noted that personal leave does not carry over, but instead can be added to the employee's sick leave balance. Additionally, Sumner remarked that there is no limit on an employee's sick leave and the amount is added to their length of service. Sumner will get paid out for sick leave since he has a private retirement plan. Sumner does not know if sick leave extends an employee's length of service if they are registered with the NYS Local Retirement System. Sumner reiterated that when he retires, he will receive a one-time payment, which is why he added the retirement liability fund to the dedicated fund summary. The liability fund

ORANGE COUNTY SWCD JANUARY 2025 BOARD MEETING MINUTES

currently has \$5,000, but Sumner noted that ideally the account balance would be around \$15,000. Sumner wants to wait a month or two to give his dedicated fund summary recommendations. He reminded the Board that these funds can always be taken out of the dedicated fund summary if necessary.

Water Quality Symposium- Sumner asked the Board to approve sending King and Held to the training opportunity, the Water Quality Symposium, from March 11th-14th in Rochester. King informed the Board that the Employee's Association is providing a voucher of \$2,500 to each district which will cover expenses for the training and the hotel. The voucher does not cover mileage or food expenses.

2025-1-7 Cheney made the Motion, DeBlock seconded, to approve sending King and Held to the Water Quality Symposium in March. All in favor.

2025-1-8 Ruskiewicz made the Motion, Wright seconded, to approve the District's Ag NPS Round 30 proposal pertaining to the Wallkill Watershed. All in favor.

2025-1-9 Cheney made the Motion, DeBlock seconded, to approve the District's Ag NPS Round 30 proposal related to the farms in the Delaware Watershed. All in favor.

Next meeting date: February 18th

ADJOURNMENT

2025-1-10 Cheney made the Motion, seconded by DeBlock, to adjourn the meeting at 10:44 AM. All in favor.

Minutes Prepared By:

Emily King, Secretary to the Board

Report to Board KMS

January, 2025

Walkkill Flood Projects –

Working on scheduling closing for Phase 4 South parcels

Floodplain Bench Phase 4 North

Construction complete, contractor pulled out 1/9 – 1/10. Working on getting County Surveyor's office to do 'as-built' survey for easement, and on final payments.

Other Flood Control Items

Celery Avenue ledge lowering project – Received reply from DEC. They are 'reviewing public comments', and requested additional hydrologic study information.

Carbon Farming Project – Still waiting on final payment of \$4,268.32 on Southway project (same status as last month).

AEM Round 18 –Made partial payment on Ewanciw project. 4 of 6 projects have had no construction progress. Sent letters indicating Board will consider re-allocating funding if no progress by 4/25. Unused funding after 12/31/25 will be returned to NYS.

CRF Round 7 – We have received fully executed contracts for two of three CRF 7 grants, and have submitted initial CFP's. Still waiting on Crist project contract and initial payments on the other two.

'Sign Offs' on Soil Health Practices –No real updates from last month.

Revision of Walkkill Maintenance Agreement –Waiting on meeting with County to discuss implementation of Revision #2.

Roller Crimper Project Update -Equipment is ready. We will discuss shipping at meeting.

The AgNPS Round 29 – No recent project activity.

AgNPS Round 27 – Working on time extension request, need commitment letters from farms that want to stay in the grant. One farm dropped out.

AgNPS Round 30 – preliminary work on 2 proposals is ongoing

Other Items

Gas Purchase From Wawayanda – No updates from last month.

O'Dell PDR/SW Orange County 'Farmland Block' – nothing new to report on O'Dell's. A landowner from Mount Orange Road/Town of Wawayanda came in expressing interest in applying and easement to his property. It is only 24 acres, but has prime soils and currently supports the O'Dell farm.

Skoufis Equipment Funding – Still no formal agreement in place. I have followed up with both Ag & Markets and Skoufis' office but do not have an indication of when to expect it.(same status as last month)

Possible Collaboration with Walkkill River National Wildlife Refuge – no updates from last month

End-of-Year Dedicated Funds Adjustments/Updated 2025 Budget Projection – I suggest we hold on moving any funds from general fund to dedicated funds at least until 1st Q County Appropriation is received. However, I have completed an updated projection of receipts and disbursements for 2025 and believe that we are in a reasonable financial position for 2025. I will distribute and discuss the projection at the meeting.

DWSP2 – I am continuing to participate on the Town of Montgomery and Village of Warwick Drinking Water Source Protection plan committees.

Equipment Planning

Staff's latest proposal to the Board regarding changes to our rental program is as follows:

-revise the Skoufis equipment award from 2 corn planters and one seeder to one corn planter and two seeders. Seeders to be one 12 ft Esch and one 7 foot Great Plains with native grass box.

- Put current older corn planter (2005) up for bid. With new corn planter to be secured through CIG grant, this would leave us with two new planters and one older (2014). Put 2006 Great Plains 7 ft seeder with native grass box up for bid. This would leave us with 4 seeder/grain drills – 2023 Esch 12 ft, 2025 Esch 12 ft, 2022 Great Plains 7 ft, 2025 Great Plains with native grass box.
- Roller Crimpers – a 10 ft R/C has been purchased, sized to correspond with a 4-row planter. The CIG grant has funding for an additional R/C. We are considering a folding 30 ft model. This one would primarily be used for systems where crimping happens after planting, although it might be feasible to plant with a 4-row planter after crimping but would require a modified planting procedure.

Additional roofed storage space – An RFP was released 1/7, with due date of 1/21. After release of this RFP, O'Dell Farm indicated they would like to offer additional space (previous to release of RFP our understanding was that they did not have additional space to offer).

We currently rent a 24x48 coverall building from them (1,150 SF). They propose to provide half of a larger coverall building next to the current space – 32x30 (960 SF). We also store additional equipment and supplies outside at this farm (currently, a landscape trailer, truck cap, and several large culvert pipes). O'Dell Farm requests an increase of current monthly rental fee from \$200 to \$400. There are obvious advantages to having all our equipment at one location where our technician/mechanic resides. Until final decisions are made on our updated equipment force, including the size of the roller/crimpers, it is difficult to precisely determine if all the equipment could be fit under cover at O'Dell's with this new additional space. The plans for keeping or selling our two mowers factor into this matter as well. **I note that a local landowner has expressed interest in the boom mower.** I suggest we continue this discussion at the meeting. An option to consider is pursuing free space at 4-H park and use it for winter storage, particularly for the roller/crimpers. The roller crimpers could potentially be left out during the usage season.

Do we want to put either or both of the mowers up for sale.

Emily King

Secretary to the Board Update

1/21/25

With the arrival of the new year, my attention has been focused on completing the various annual reports, etc. I completed and submitted the 1099 forms and have mailed them to the recipients. I created an Excel workbook outlining the steps I took, and the payments made to the various farmers and professionals. I prepared drafts of the W-2s for District employees and gave them to Kevin to review. Once I have his approval, I will submit them online and distribute to the District employees.

Additionally, I am working on the 2024 Annual Treasurer's Report and have addressed my questions/concerns with Kevin. Once I finish the Treasurer's Report I will work on the Part A report. I submitted the 4th Quarter 941 and NYS-1 reports well before the January 31st deadline. Kevin, Mary, and I have been meeting once a week to update one another on the status of the various annual reports.

I have received a few phone calls regarding soil group worksheets, collected the needed information, and shared it with Mary to assist her in the process.

Also, I updated the 2025 payroll sheets and salary table after receiving approval from the Board to do so at December's meeting. These updates were reviewed and approved by Kevin. I emailed the District's 2025 payroll sheet with Taylor at the County's Department of Human Resources.

Furthermore, I contacted Gina at the Department of Public Works with questions regarding the District's Wallkill Maintenance account. I asked her what the current balance of the account is. I also asked her if she knew when the District can expect the 2025 payments from the four towns/partners. I explained to her that Kevin and I wish to maintain a good understanding of what the current balance of the account is. Gina told me that she shared my questions with her supervisor, Melinda, and will let me know what her response is.

On 1/17, Mary and I will attend the AEM Strategy 2026-2030 regional meeting at the Dutchess SWCD office in Millbrook. This meeting allows the District to ensure that our plan will help address water quality, climate, and other natural resource concerns and opportunities related to agriculture.

Lastly, I updated the various grant ledgers, as well as the receipts, disbursements, and payroll Excel spreadsheet. I updated the online bank accounts to reflect the total listed on December's dedicated fund summary.

As always, please let me know if you have any questions or concerns. Thank you!

Best,

Emily

OCSWCD Technician Update

Mary C. Held

1/16/2025

Happy New Year!

I have been attending CCA training meetings that were included in the training package we paid for back in November (this included the in-person training). I have been putting in hours for studying both in and out of the office and am hoping to take the test in February.

I have also been putting in a decent number of hours working on soil group worksheets for the year, as Kevin has largely allowed me to take over that domain of our office. We had 51 soil group worksheets in the 2024 year. So far we are up to 6 for the month of January.

Equipment:

Roller Crimper Demo Project:

Emily reached out to I&J to get the roller crimper delivered.

We've had no further updates since the last meeting about additional cover crop planting or if it's come up.

Recap:

Rowe, Chuck: Checked, paid

Ronne, Alex: Checked, paid

Conklin, Sue: Late cover crop not germinated – will crimp if germinates in spring

Touw, Jason: Cover Crop Planted, germination rate very low – will crimp if germinates in spring

Johnson, Phil: Late cover crop not germinated – will crimp if germinates in spring

O'Dell, Mike: Checked, paid.

Wallkill River Phase 4 North:

No update from technician

Local Cost Share Program: The only farmers I was looking to pay out after Rowe and Raap were Brad Meres and Sue Conklin. They planted late and have not indicated if their cover crop ever came up. Please see the update on Local Cost Share Farmers cover crop plantings.

Single Species Plantings:

<i>single species</i>	<i>projected</i>	<i>planted</i>	<i>paid</i>	<i>note</i>	<i>Checked?</i>
Tom Owens	300	175	175	Paid	Checked, photos in file
Mark Hoyt	175	16	16	Paid	checked, photos in file
Mike O'Dell	150	73.79	73.79	Paid	Checked, photos in file
Chuck Rowe	175	176.55	176.55	paid	checked, photos in file
Brad Meres	30	7	0	late planting	not checked, not paid
Jessy Raap	15	2.89	2.89	paid	checked, photos in file
Sue Conklin	15	15	0	late planting	not checked, not paid
Troy Vellenga	17.8	17.7	17.7	paid	Checked, photos in file
Tom Minkus	0	178.7	178.7	paid	checked, photos in file
John King		0.5	0.5	paid	checked, photos in file
R&G Produce	0	174.66	174.66	paid	checked, photos in file
Total:	877.8	837.79	815.79		

\$ x \$70.00 x \$70.00 x \$70.00
 \$ 61,446.00 \$ 58,645.30 **\$ 57,105.30**

Multispecies plantings:

<i>Multi species</i>	<i>projected</i>	<i>planted</i>	<i>Paid</i>	<i>Notes</i>
John King	3	3.13	Paid	checked, photos in file
Alex Ronne	75	71.56	Paid	checked, photos in file
Total:	78	74.69		

x \$85.00
=\$6,348.65

Total Paid: \$63,453.95

CRF Update:

Round 6:

I have been attempting to run RUSLE2 from the notes Oscar gave me last month. Familiarizing myself with this software is a learning curve but I think I'm getting the hang of it.

Payments:

Russell Smiley: \$1,706.05

Alex Kocot: \$10,441.15

Phil Johnson: --

Jason Touw: \$1,701.70

Bob Stap: \$1,152.90

Total CRF6 2024: \$15,001.80

No further updates.

Round 7: No updates from the technician.

AGNPS Update:

Round 27: Contract End Date: March 2025

- No update.

Round 29:

- No update.

Round 30:

- There are still only 4 farms we want to put into the AGNPS Round 30 grant.
 - o Mike Moraczewski (windbreak)
 - o Michele Callisto (mixing facility)
 - o Tom Owens (fuel tank storage)
 - o Devon Simpson (bedded pack barn) – previously, Devon was submitted through CRF8 but his project was not funded due to the competition.
- Tier 3A plans are still being checked and produced for the farms that need it in preparation for applying for the grant in Feb.

AEM Update:

Round 18: No updates from the technician on the scheduled projects.

CNMP Update for Jessy Raap:

All the soil sampling has been finished for the property included in the Jessy Raap CNMP. Samples were sent to Dairy One and results were administered to the technical service provider at ACS.