

MINUTES
ORANGE COUNTY SOIL & WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS
November 26, 2018

The **MEETING** was **CALLED TO ORDER** by the Chairman at 9:06 AM. Directors P. DeBlock, G. Keeton and P. Ruszkiewicz were present, along with K. Sumner, T. Ferry and C. DeGroot (OCSWCD), E. Schellenberg (CCE) and T. Ewald (Orange County DPW).

Introductions were made to Travis Ewald, Deputy Commissioner, of Orange County Department of Public Works.

2018-11-1 Ruszkiewicz made the Motion, Keeton seconded, to approve October's Board Meeting Minutes as written. All in favor.

ACTIONS TAKEN BETWEEN MEETINGS – To be discussed when reviewing the bills.

CORRESPONDENCE

- Bank account statements from the District's banks were available for review.

(M. Kemnitz joined the Meeting at 9:07 AM and was introduced to T. Ewald)

- A letter from the District was sent to NYS Soil & Water requesting a Time Extension on the AG NPS RD 20 Livestock Waste grant.
- The AG NPS RD 20 Farm Runoff grant Time Extension request was approved by the State Committee. The contract needs to be signed and notarized by the SWCD Chairman.
- Sumner provided a letter to Dr. Brian Rahm, NYS Water Resources Institute, for Theodore Endreny, a Cornell Professor, in support of a grant proposal to hire a summer intern to work on vegetative buffers in several watersheds, including the Wallkill.
- The NYACD requested information on projects that they can include in a booklet they will be preparing that is intended for Legislative Days in February 2019.
- Richard Hoyt, Attorney, sent us the original deed for the property that we purchased from the Fords in the Town of Wawayanda for the Bench Phase 1 project.
- The Lower Hudson Long Island Resource Conservation and Development Council was officially dissolved and money left in the budget was split up among the member Counties, which includes Orange County.

(J. Wright and J. Heller joined the Meeting at 9:13 AM and were introduced to T. Ewald)

T. Ewald, Orange County Department of Public Works – Cromline Creek Small Watershed District Administrative Matters - Ewald will be going in front of the Orange County Legislature and is requesting a recommendation from the Soil and Water Board in favor of revising the documents enabling the creation of the District to name the Commissioner of Public Works as administrative head. The current document uses the name of the individual who was the Commissioner at the time of the District creation. Travis gave a brief report on the condition of the equipment at the District's pumping plant. The cost to repair these pumps is high. One pump was replaced several years ago at the cost of approximately \$100,000.00 and it used up all of the reserve money from their operating budget.

DPW has been trying to secure grants to upgrade the pumping plant, including conversion from diesel to electric and other improvements.

2018-11-2 Wright made the Motion, seconded by Keeton to write a letter in support of revising the Cromline Creek enabling documents to name the Commissioner of Public Works being named as Administrative Head All in favor. A letter to this effect will be sent to the Chairman of the County Legislature.

(T. Ewald left the Meeting at 9:24 AM)

FINANCIAL REPORTS

Sumner mentioned that the funding from the County of Orange for the Quaker Creek Flood Control Maintenance Activities and other flood control measures was received 11/13/18.

2018-11-3 DeBlock made the Motion, Keeton seconded, to file October's 2018 Financial Report for audit review. All in favor.

The list of Bills for Board Approval was reviewed and briefly discussed. A reimbursement request from T. Ferry for his mileage was added to the list.

2018-11-4 Wright made the Motion, seconded by DeBlock, to accept the Bills to be Paid including the reimbursement request from Ferry for mileage reimbursement and meals when he attended the Conservation Skills Workshop. All in favor.

Ag Grant Update Report – The Ag Grant Update report was emailed to Directors prior to the Board Meeting. A hard copy was available at the Meeting. It was mentioned that there were some minor components that still needed completion on one of the farms in the AG NPS RD 20 Farm Runoff grant.

STAFF REPORTS

- **C. DeGrootd**
 - Quickbooks will be discussed under New Business.
 - The final installment check was sent certified mail to CFI on 11/13/18.
 - DeGrootd completed and submitted the CRF 1 Interim Report.
 - DeGrootd researched online driving courses for District staff to take in order for the District to get a discount on insurance but the District's insurance company declined giving a discount if we took the course.
 - DeGrootd assisted Ferry with a NYS DEC Trees for Tribs project maintenance on 10/24/18 near the Monhagen Middle School.
 - The monthly food/supply allowance for Board Meetings will be discussed under New Business.
 - DeGrootd worked on the Ag NPS RD 20 Livestock Waste grant and finished submitting the time extension request.

- **T. Ferry**
 - Both of the District seeders have been out and in use.
 - Ferry completed maintenance activities at a Trees for Tribs project at the Gold Mine site near the Monhagen Middle School.
 - Some producers called Ferry regarding the Grown and Certified Program. They are interested in having AEM plans completed on their farms.
 - Ferry attended the Wallkill River Federal Flood Control Project fall inspection and spent some time overseeing tree thinning on the Wallkill being done as part of our flood mitigation program. There are a few trees in the River identified during the fall inspection that Vellenga Lawn Care will remove after deer season is over.
 - Ferry is working on the AEM Interim Report.

- Ferry is finishing up a second SWCD online Course set up by Tim Clark, the NYS Soil & Water Committee Engineer.
- **K. Sumner**
 - Sumner received a call from the teacher of the Heavy Equipment Course at BOCES requesting the District present the 4-Hour erosion and sediment control contractor's training for the students. If BOCES decides they want to do it, it will probably be scheduled sometime early next year.
 - Gary Knibbs previously contacted the District regarding damage to his fields from the recently installed gas pipeline feeding the CPV power plant. Sumner sent him a restoration plan proposal for Knibbs to present to the pipeline company.
 - Every year the District has to submit a vegetation report on the Wallkill/Black Dirt floodplain bench project in order to comply with conditions of our NYSDEC permit. This was prepared and sent out.
 - O'Dell silage leachate control system construction has been ongoing this month.
 - Sumner worked with Bob Stap, member of Orange County's Downstate dairy Co-op, to get a letter out to all the Legislators regarding the Tire Disposal Project.
 - The latest AG NPS grant proposals we submitted were for Round 24. Orange County's proposals did not get funded. We requested the rankings for our proposals and also a sampling of proposals that were funded. Ag & Markets said they can't release this information until Round 24 results are officially released.
 - Sumner has been trying to do outreach with the new owners of property that will be impacted by Phase 2 and 3 of the Wallkill/Black Dirt floodplain bench. Karen, Orange County Law Department, provided assistance by sending the landowners a letter. Subsequent to this letter, the landowners contacted the office. Sumner is meeting with the landowners tomorrow and he invited Chip Lain to the meeting to help explain to them why it is important to do this project.
 - Sumner sent an update to the Wallkill Federal Flood Control Project Maintenance Agreement partners to let them know that since there is funding left over this year from the maintenance fund we are going to use some of it to begin tree thinning by Maple Avenue. Sumner will ask the Town Supervisors if they want to set up a meeting.
 - A boy scout assisted with maintenance activities on two Trees for Tribs projects.
 - Sumner has been working on the AG NPS Round 19 close-out. The State Committee is coming to the District office in December to visit sites.
 - Sumner attended Legislative Committee meetings regarding Ruskiewicz's proposal to try to get funding added to the District's budget for Wallkill Flood Projects.
 - Sumner was asked to speak by the Minisink Kiwanis on December 11th about the Wallkill Flood Project.
 - Black Dirt farmer J. Bastek called again about his ongoing Millenium pipeline issues. Sumner suggested that he call his state legislator, which Bastek did.
 - There is not a lot to update regarding the Monhagen Brook Watershed Plan. Sumner has not seen the documents with the new edits by Orange County Planning Department and Water Authority staff. It was supposed to go out to members of the Advisory Group that was formed at the end of October, but that did not happen.
 - Wallkill tree thinning update– Vellenga Lawn Care is cutting trees in the Wallkill corridor down near Maple Avenue as part of the flood mitigation tree management plan we negotiated with NYSDEC. The area on the east side of the River where VLC is working was approved by DEC earlier this year. We marked an additional area this month on the west side of the River and DEC very quickly reviewed and approved the mark out so we will move to the west side after the east side is completed. Both sides represent about ¼ of the area targeted for tree thinning/management.
 - There was discussion on the revisions to the Wallkill Floodplain Bench planting plan we submitted to DEC as a permit modification request. The request was approved by the DEC. The permit modification allows for more flexibility to select trees based on what is locally available, reduced

density of the #2 container plantings, reduced use of live stake plantings and use of a less expensive floodplain planting seed mix.

INTERAGENCY REPORTS

- **E. Schellenberg (CCE)**
 - The Stormwater Series is starting in January.
 - 4-H Park Update– They had an offer of a donation of a rain water harvesting system. It is a 60-70,000 gallon cistern with a sophisticated pumping system which would catch most of the rain water from the roofs.
 - The CCE Annual dinner is tonight.
 - Schellenberg did a woods forum at the 4-H park a few weeks ago with Ron Frisbee.

- **J. Heller (NRCS)**
 - The Civil Rights powerpoint presentation was handed out.
 - Round 1 of EQIP applications are complete and will be ranked soon.
 - Round 2 for larger scale projects, has no application deadline set yet.
 - NRCS closed out on all easements except for one.
 - The NRCS Communications Plan is available.
 - The NRCS Civil Engineering Technician position is still open.

Federal Programs Update: There is a job opening at the Farm Service Agency for a Program Technician.

OLD BUSINESS

Quaker Creek Project Update– The District requested the Orange County Law Department (OCLD) to review a draft contract that Sumner developed for this Project in July of this year. The Draft was developed using an OCLD template. Since July, Sumner has made numerous inquiries as to the status of the review. On 11/20, Sumner sent OCLD the Draft again with minor adjustments to reflect current timelines and indicated the contract draft would be presented to the District Board at their November monthly meeting. Vellenga Lawn Care, the low bidder, would like to have the ability to start the work in December. **2018-11-5 Wright made the Motion, seconded by DeBlock, to enter into this contract with Vellenga Lawn Care. All in favor.**

Trench Silo Update – Sumner previously mentioned the letter that the Downstate Co-op sent out. J. Rife, Times Herald Record reporter, contacted Sumner a few weeks ago for an update. The Board would like Sumner to follow up with Rife and would like to have information available to present to her regarding the acreage kept open and in agricultural use by the remaining Orange County dairy farmers.

There was a discussion on what Orange County farmers could produce other than milk. Keeton mentioned that he knows of producers making yogurt.

Performance Measures Part C Update – There was discussion on where to use the 2019 Part C money. Progressing the Wallkill Floodplain bench project or tire project are two possibilities. In 2018 Part C money was spent on the Silo Cover/Tire Disposal Project. We closed the 2018 part C money out, which had to be spent in 2018. We still have \$6,000 of 2019 Conservation Project Part B money that was allocated to the tire project. Sumner thinks that working on Phase 2 South of the bench project would be feasible over this winter from a construction

standpoint because of the expected sandy conditions, but given all the details that need to be addressed summer is a more likely prediction of when construction could begin .

Currently both Keeton and DeBlock are registered to attend the 2018 Statewide District Manager's meeting being held December 4th-5th in Cooperstown, NY.

NEW BUSINESS

Quickbooks Update – Prior to the Board Meeting DeGrootd emailed the Directors the price quotes she had received from two companies to get Quickbooks set up for the District. A third did not respond with a quote. **2018-11-6 DeBlock made the Motion, seconded by Keeton, to accept 11/21/2018 proposal from KKB&N from Middletown, NY. All in favor. If charges over the proposal amount are anticipated, the Board will be contacted by email.**

There was a brief discussion on Board Meeting supplies/snacks. **2018-11-7 Wright made the Motion, seconded by DeBlock, to set a limit of \$25/month of District funds to be spent on Board Meeting supplies/snacks. All in favor.**

Sumner received a call from a producer participating in the Ag NPS RD 22 Farm Runoff Grant requesting the final 10% hold back on his completed project. The District will not be reimbursed this money until the grant is closed out. **2018-11-8 Wright made the Motion, seconded by Keeton, to pay this producer his final 10% hold back, for completing his Ag NPS RD 22 Farm Runoff project and that the money to pay him will be borrowed from the District's Ag Contingency Fund until the RD 22 final payment is received from Ag & Markets. All in favor.**

2018-11-9 DeBlock moved to go into Executive Session to discuss employment history of one or more employees at 10:57 AM, seconded by Wright. All in favor.

2018-11-10 On a motion by Wright, seconded by DeBlock, the Board came out of Executive Session at 11:20 AM. All in favor.

2018-11-11 DeBlock made a motion to adjust the District Salary Table up by 2%, seconded by Keeton. All in favor.

2018-11-12 Based on Sumner's recommendation, DeBlock made a motion to move Ferry from a grade 8 to a grade 9 as allowed for in the Provisions of Employment, effective 1/1/2019 and contingent on Ferry's successful completion of two NYS Soil and Water Conservation Committee Conservation Practice training Modules, seconded by Keeton. All in favor.

(C. DeGrootd rejoined the Meeting)

The Open Meetings Law director training started at last month's meeting was completed.

The next **MEETING** is scheduled for **Monday, December 17, 2018 at 9:00 AM.**

2018-11-13 The Meeting adjourns at 11:40 AM on a Motion by DeBlock, seconded by Wright. All in favor.

Minutes Prepared By:

Christine DeGrootd, Secretary to the Board