

**CHAUTAUQUA COUNTY SOIL & WATER CONSERVATION DISTRICT**  
**220 Fluvanna Ave, Suite 600, Jamestown, NY 14701**  
**District Board of Directors' Regular Meeting**  
**November 18, 2014**

**I. Meeting Called to Order: 8:00 A.M.**

**A. Present:**

Fred Croscut - Chairman	David Spann - Field Manager
Allen Peterson - Vice-Chair	Debra Kelley - Secretary
Frank Gould - Director	Cassie Pinkoski - WQ Technician
Lisa Vanstrom - Director	Dave Wilson - District Tech PT
Rob Halbohm - NRCS	Bryan Nothdurft - NRCS

**II. Minutes of the Previous Meeting:**

**MOTION** by Vanstrom seconded by Peterson to approve the minutes of the October meeting.

**III. Executive Session: MOTION** by Gould Seconded by Vanstrom for the board to go into executive session to discuss Personnel matters.

**MOTION** by Peterson seconded by Gould to close the executive session (see New Hire for action).

**IV. Treasurer's Report:**

**MOTION** by Vanstrom seconded by Peterson to accept the Treasurer's report and pay current bills.

**A. The following bills were approved for payment:**

SEE ATTACHED

**V. Correspondence:**

- A. A Thank You from the Sturges Family for sharing our thoughts, prayers and memory of Dave Sturges.
- B. A thank you letter from the Flinn's at Shorelands to David Wilson for his help.

**VI. Reports:**

**A. Other Agencies**

- 1. **NYS Soil & Water Committee** - Victor DiGiacomo- See Attached

**B. Committees: none**

**C. District Conservationist - Rob Halbohm**

- 1. **Program Updates** - We have 22 EQIP Applications for FY 2015, the breakdown is for 5 Forestry, 1 High Tunnel, 7 Livestock, 1 Grazing and 8 Soil Health We also have 5 CSP Applications.
- 2. **Personnel** - Brian Nothdurft is the new Soil Conservationist and he just started yesterday. I come from Bradford PA and I have been with the agency for about a year and a half. I am from the area so I am Familiar with the area. I am

District Minutes (District Conservationist Cont.)

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Excited to get here in time for the snow and this is a

permanent appointment for me. I will be working in Cattaraugus County as well.

- D. **District Field Manager** - Dave Spann
  - 1. **2% Projects** - Are on track
    - a. **Ag Grants - Round 18**
      - 1. **Chautauqua Lake - Country Ayre** the engineer is ready to go out for bid for the Manure transfer.
      - 2. **French Creek - Four Jacks Dairy** The contractor has most of the earth work done on the VTA and should have it completed this year  
**Scott Wallace** is ready to go out to bid for the second time.  
**Norvel Willink** is almost complete,
    - b. **Round 19 - Chad Fred** has completed his project.
    - c. **Round 20** - We are waiting for a contract from the State so we can get started.
  - 3. **Ag Plastics (The Wrap Program)** - We will be getting a baler most likely in December to start our new program.
- E. **District Technician** - Cassie Pinkoski
  - 1. **Commissioners Tour** - Cassie is working on setting up a tour of Chautauqua County for the Commissioner of Agriculture and Markets, more info to follow.
- F. **District Secretary** - Debra Kelley
  - 1. **Round 15 Close Out** - I have completed the paperwork and sent it off to Vic and Bethany for review. When they have finished their review it will then go into the state for payment.
  - 2. **Network & Server** - We have two quotes for a new server to separate from USDA. **MOTION** by Gould seconded by Peterson to contract with DFT Communications for the services and hardware.

## VII. Old Business

- A. **NYACD Annual Meeting/Administrative Managers Conference** - Croscut, Spann, Kelley & Pinkoski attended. This was a very informative meeting.
- B. **2015 Contract with the County** - We have been refining the District Contract to be a little more specific to our performance measures as well as the Contract for our new position.
- C. **District Pole Barn** - Dave has been in contact with Vince regarding our pole barn and how critical it is to our programing. He replied he will do his best to keep it for us.
- D. **Director Expenses** - I will have all of the reimbursement for the next meeting.
- E. **Director Training November Meeting** - Dave Wilson presented the District Law Training to the Board of Directs today before the regular meeting.

- F. **2015 Budget** - Dave and Deb have a budget ready for the board to review, it was emailed it to the Directors ahead of time. **MOTION**

by Peterson seconded by Vanstrom to approve the 2015 budget as presented

VIII. **New Business**

A. **Appointments to the Board of Directors**

1. Legislators should be re-appointed on November 19
2. Farm Bureau - Fred will call Dick Kimball to have Farm Bureau send a letter asking for his re-appointment

B. **New Hire** - **MOTION** by Vanstrom seconded by Gould to hire Robert Halbohm as the District Water Quality Technician.

**MOTION** by Peterson seconded by Gould to hire Cassandra Pinkoski permanently as the District Technician upon receiving the results of the County Civil Service Test.

IX. **RC&D**

Slab City Organics made a presentation to the RC&D regarding his program.

X. **Water Quality**

XI. **Cooperators** - none.

XII. **Next Meeting** - Friday, December 19, 2014, 8:00 A.M. at the Northcrest Business Center, 220 Fluvanna Ave, Jamestown, NY.

XIII. **Meeting Adjourned**

**MOTION** by Gould seconded by Peterson to adjourn at 9:30 A.M.



Debra A. Kelley  
Secretary



Fred Croscut  
Chairman

11/17/14

**Chautauqua County SWCD  
Transaction List by Vendor  
October 27 through November 30, 2014**

Date	Num	Memo	Amount
<b>Bank of America</b>			
11/12/2014	On L...	4170 0801 0125 2813 10/...	-569.05
<b>EFTPS - Internet Transfer Federal Deposit</b>			
10/31/2014	On L...	16-0952573 - Pay Period ...	-5,391.92
<b>ExxonMobil</b>			
10/29/2014	On L...	Acct# 7187 8592 3200 33...	-77.18
<b>Greater Chautauqua Credit Union</b>			
10/31/2014	8387	Pay Period Ending 10/31/...	-325.00
11/14/2014	8388	Pay Period Ending 11/14/...	-325.00
<b>Green Thumb Landscaping.</b>			
11/17/2014		Willows for Dewittville Cre...	-9,000.00
<b>Hough, Shawn.</b>			
11/19/2014		2% Project - Goose Creek...	-14,952.52
<b>James B. Schwab Co.</b>			
11/19/2014		Cust#FA2978 - INV#35584	-318.00
<b>Key Bank</b>			
11/06/2014	On L...	Key Mastercard Payment	-1,856.00
<b>NYS &amp; Local Employees Retirement Systems</b>			
10/31/2014	On L...	#50717Code10ERS - Pay ...	-122.97
11/28/2014		50717 ERS - 2015 Empl...	-33,769.00
<b>NYS Deferred Compensation Plan</b>			
10/31/2014	On L...	11095 Pay Period Ending...	-317.68
11/14/2014	On L...	11095 Pay Period Ending...	-317.68
<b>NYS Unemployment Insurance</b>			
10/31/2014	On L...	16-0952573 - Pay Period ...	-790.45
<b>QuickBooks Payroll Service</b>			
10/30/2014		Created by Payroll Servic...	-3,782.40
11/13/2014		Created by Payroll Servic...	-3,782.40
<b>Reed Farms</b>			
11/19/2014		A Weiss Engineering, PLL...	-1,500.00
<b>United Refining Company of Pennsylvania</b>			
11/19/2014		64528143	-580.96
<b>Verizon Wireless</b>			
11/03/2014	ON ...	Acct#942006129-00001, I...	-32.22

*Alan Peterson*

*Dea Vanstrom*

*Shane D. Sault*

New York State Soil & Water Conservation Committee  
Region 1 Report - November 2014  
Submitted by, Victor DiGiacomo – Region 1 Associate Environmental Analyst

**AGNPS:** I believe most of you have fulfilled the requirement but if you have not, as a reminder, interim progress reports for all open AGNPS contracts are due November 1. The report form can be filled out electronically and emailed on or before the due date to Judy Snyder: [Judy.Snyder@agriculture.ny.gov](mailto:Judy.Snyder@agriculture.ny.gov). The AGNPS interim report form can be found here: <http://www.nys-soilandwater.org/aem/nonpoint.html>

**AEM Base Year 10:** Reminder, interim reports for AEM Base Year 10 work through the Tiers is due December 5th. The AEM Base interim report serves a couple key roles: (1) a chance to take stock of work done by the halfway mark relative the AEM Annual Action Plan for Year 10 and (2) voucher for an additional payment for work done beyond any advance funds already received. Look for an email from Greg Albrecht in the near future for instructions (same approach as in past years).

**NYACD Annual Meeting:** The NYACD Annual Meeting and Administrative Conference convened October 21st to the 23rd in Utica. The meeting was well attended and the response from folks is that the training provided on District issues was very well received. There were several resolutions brought before the membership of NYACD, discussed and approved. Please contact your NYACD Division Director for more information.

**SWCC Meeting** – The next NYS Soil and Water Conservation Committee will be held on November 18th in Albany (exact location TBD) and discussion will continue on the Ag NPS Program. Details and a full agenda will be forwarded soon.

**Empire SWCS Annual Meeting:** The 2014 Soil and Water Conservation Society, Empire State Chapter Annual Meeting will convene on November 21, 2014 at the Cayuga County SWCD offices, located at 7413 County House Road, Auburn, NY 13021. The theme of this year's meeting is Today's Research for Tomorrow's Conservation and will focus on innovative ongoing research that will influence our future conservation practices. Please send registration form and payment to the SWCS by November 14, 2014. A copy of the registration form can be obtained by contacting Lisa Miller at, [officemanager@swcsnewyork.org](mailto:officemanager@swcsnewyork.org).

**Annual CCA Training:** The Annual Northeast Region Certified Crop Advisor Annual Training will be held in East Syracuse at the Double Tree Inn on December 2nd through the 4th. Registration is now open and can be found at <http://northeastcropadvisers.org/training.php> Remember that if you are working toward your AEM or NRCS Planning Certification, you must attend the 3 day Basic Training Course. If you are already a CCA, you can attend to receive Continuing Education Credits required to maintain your certification.

**Water Quality Improvement Project (WQIP) Program Grants Announced:** On October 28, Governor Cuomo announced \$39.5 million for 134 local and regional grants for Round 11 of the DEC's WQIP Program. These projects are expected to improve water quality, reduce polluted runoff and restore waterbodies and aquatic habitats. Many SWCDs as well as regional groups of SWCDs were awarded funding for MS4 work, polluted runoff abatement and control from non-farm sources; and aquatic habitat restoration. A full list of projects is available on DEC's Water Quality Improvement Project Program webpage.

**2014 Soil Health Mini-Grant Program:** State Agriculture Commissioner Richard A. Ball announced recently an award of \$295,000 in funding that will help 13 County Soil and Water Conservation Districts in the Great Lakes and Mohawk River Watersheds develop soil health programs that will protect New York's lakes, streams and rivers from potential agricultural runoff. This assistance is awarded through the New York State Ecosystem Based Management (EBM) Program, which is funded through the Environmental Protection Fund (EPF). More info can be found here: <http://www.agriculture.ny.gov/AD/release.asp?ReleaseID=2952>

**Funding Opportunities:** *U.S. Fish and Wildlife Service FY 2015 Great Lakes Fish and Wildlife Restoration Act* - The U.S. Fish and Wildlife Service is accepting project proposals to protect, restore and enhance Great Lakes fish and wildlife habitat under the Great Lakes Fish and Wildlife Restoration Act. The Service requests interested entities to submit restoration, research and regional project proposals for the restoration of the Great Lakes fish and wildlife resources, as authorized under the Act (16 USC 941c). **The deadline for proposal submissions is Monday, December 15, 2014 by 8:00 p.m. EST. The announcement and application guidelines can be found at:** <http://www.fws.gov/midwest/fisheries/qlfwra-grants.html>