



**MADISON COUNTY SOIL & WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS
January 16, 2025 12:00 P.M.
Regular Board Meeting**

Present:

Ric Barnes, Chairman & At-large Farming Public Representative
Allen Hough, Vice-Chairman & Farm Bureau Representative
TJ Stokes, County Legislator
Charlie Pace, Non-Farming Public Representative

Steve Lorraine, District Manager
Amy Hayduke, District Clerk/Treasurer
Anna Hardiman, CCE

1. Call to Order

Chairman Barnes called the meeting to order at 12:01 P.M.

2. Approval of Minutes

Minutes were emailed to the directors in advance for review. *A motion was made by Charlis, seconded by Allen to approve the December 2024 meeting minutes. Motion carried.*

3. Treasurer's Report – Amy Hayduke

The Treasurer's report, minus the Payroll Summary and Vacation & Leave summary and Quarterly Grant Update, were emailed to the directors in advance for review.

The board packets included the following reports for November 2024:

Bank Account Report, Unpaid Bills Detail, Paid Bills Detail, Check Detail, Deposit Detail, Payroll Summary, Vacation & Leave by Employee, Quarterly Grant Update. Amy reported that employee W2's have issued and she is almost ready to transmit 1099's and distribute to landowners and contractors. She also reported that the books have been closed for 2024. *A motion to approve the December 2024 Treasurer's report was made by Allen and seconded by Charlie. Motion carried.*

A motion was made by Allen, seconded TJ to approve payment of 23 bills in the amount of \$191,918.90. Motion carried.

4. Manager's Report – Steve Lorraine

- Jess Heim and Tom Conklin continue to update CNMP's for both CAFO and non-CAFO farms.
- Jess and Tom went to Oneida County to meet with the CNMP planner about the Cropware software.
- Joann Burke and Amy Hayduke are handling the tree sale. We are already sold out of some items.
- Joann attended a training on updating our AEM Strategy.
- Joann is working with the USC on updating the data tracking database.
- Tom is completing Ag Assessments as they come in.
- Andy Haslauer continues to work on DEC permits for landowners and municipalities.
- Andy completed design of a flood mitigation project for Bradley Brook Reservoir.
- Andy is working on a design for an Erosion Control project at a farm in Eaton.
- Andy will be meeting with our engineer next week for design approvals and As Build sign offs.
- Carl Bartlett oversaw the completion of the manure storage project at a farm in Hamilton.
- Carl is designing a manure storage for the other farmstead at the above farm in Hamilton. This is a joint project with NRCS.
- Carl oversaw completion of the manure storage on Route 20.

- Andy oversaw completion of the covered barnyard in Brookfield.
- Carl Andy and Steve Lorraine sat in on a DEC training regarding the new wetland jurisdiction in NYS.
- Carl and Steve have been developing project estimates for potential RD 30 ANPS projects.
- Amy Hayduke and Steve are working on end of the year reports to be submitted to NYS by February 15th.
- Amy has been working with Quickbooks to get our W-2's squared away.
- Amy has been working on getting 1099's put together and sent out to those that we need to send them to.
- Steve is working with DEC to get a contract for a WQIP grant to do work on Limestone Creek.
- We were awarded a \$155,000 grant to do work to reduce sedimentation in DeRuyter Reservoir.
- Steve attended a SPAC (State Policy Advisory Committee) meeting. He advised that we should develop a policy on funding for "ag projects on solar sites'.

5. FSA – No one present, no report

- Steve Lorraine explained that the new County Executive Director started last week and wanted to attend but had a scheduling conflict.

6. NRCS – No report, no one present.

- Steve Lorraine reported that there is a Madison County Partnerships kick off meeting scheduled for 1/21/25 that he and Amy will attend.

7. CCE – Anna Hardiman

Anna passed out the CCE Madison Report for SWCD and discussed various items on the report.

8. Committee Reports

SWCC – The January 2025 SWCC report from Scott Fickbohm was included in the member packets. Steve Lorraine discussed various items from the report.

County –TJ Stokes

- The new Fenner Wind project is in the conditional approval phase. The county has the opportunity to make comments now.
- The organizational meeting has been completed.
- Jim Cunningham will be on a podcast regarding the wind and solar projects in the county.

9. NYACD – Steve Lorraine reported that Legislative Day is 3/14/25. Other items of interest have been forwarded as emails throughout the month.

10. CDEA – Steve Lorraine reported that the Water Quality Symposium registration is open now.

11. Old Business – Steve Lorraine

- External Audit – Steve has reached out to several other counties about their external audit and is waiting for responses. He will report back at a later meeting.
- Overtime was discussed as there will be a heavy workload on the district manager in the next month. The board agreed that this overtime should be paid in his paycheck and not accumulated into comp time.

12. New Business

- Data Breach policy – The policy was reviewed by the board and the only comment was a typographical correction. *A motion was made by TJ, to accept the Data Breach policy with noted correction. The motion was seconded by Allen. Motion carried.*
- RD 30 AgNPS – Chairman Barnes recused himself from the meeting for this discussion. Steve Lorraine passed around the Prioritization System Worksheet that is used in determining which projects are submitted for grant funding. This is reviewed and discussed by the board, with no objections. *A motion was made by TJ and seconded by Charlie, to approve Resolution #146 Authorizing participation by the Madison County Soil & Water*

Conservation District in the Ag Nonpoint Source Abatement and Control Program RD 30 and allowing Steve Lorraine to be signatory and act on behalf of the District's governing body in all matters relating to the project. Motion carried unanimously. Amy Hayduke signed the resolution to be submitted to NYS.

Chairman Barnes re-entered the meeting.

13. Organization Meeting

- **Election of Officers**

With no other nominations, the secretary cast one vote to keep the current slate of officers. Charlie motioned to appoint Ric Barnes as Chairman, Allen Hough as Vice-Chairman and Amy Hayduke as Secretary/Treasurer. Motion carried unanimously.

- **Records Management Officer**

A motion was made by Ric to continue Amy Hayduke's appointment as Records Management Officer. The motion was seconded by Charlie and carried unanimously.

- **Schedule of Meetings**

A motion was made by Allen, for Madison County SWCD Board of Directors meetings be held the third Thursday of each month at the following times: 7pm for the months of April, May, June, July, August, September and October and at 12pm for the months of January, February, March, November and December. The motion was seconded by Ric Stokes and carried unanimously.

Therefore, be it Resolved; Madison County SWCD Board of Directors meetings will be held the third Thursday of each month at 7pm and 12pm respectfully.

- **Designation of Newspaper**

A motion was made by Charlie to designate Oneida Dispatch as Madison County SWCD newspaper to publish notices and other materials. The motion was seconded by TJ and carried unanimously.

Therefore, be it Resolved Madison County SWCD has designated Oneida Dispatch as their official newspaper.

- **Designation of Banking Institution**

A motion was made by Allen, seconded by Ric to continue to use NBT Bank as the official banking institution for Madison County SWCD.

Therefore, be it resolved that Madison County SWCD has designated NBT Bank as their official banking institution.

- **Monthly Expenses**

A list of monthly expenses was presented to the board. Ric made a motion to accept the list as payable without prior authorization from the board in order to avoid late fees and interest charges. The motion was seconded by TJ and passed unanimously. Resolution #145, titled "Approval Of Monthly Expenses To Be Paid Madison County Soil & Water Conservation District" was signed by the board members.

14. Next Meeting

January 16, 2025 12:00 P.M.

15. Adjournment

Motion to adjourn made by Allen, seconded by Charlie. Motion carried. The meeting was adjourned at 1:37 PM.

Amy Hayduke

Amy Hayduke, District Clerk/Treasurer

Date: 1/17/25

Ric Barnes

Ric Barnes, Chairman

Date:

2/20/25