



**MADISON COUNTY SOIL & WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS
April 18, 2025 7:00 P.M.
Regular Board Meeting**

Present:

Board:

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

Staff:

Steve Lorraine, District Manager
Amy Hayduke, District Clerk/Treasurer

1. Call to Order

The meeting was called to order by Chairman Barnes at 7:05 PM.

2. Approval of Minutes

Minutes were emailed to the directors in advance for review and included in the board packets. *A motion to approve the March 2025 meeting minutes was made by Jim and seconded by TJ. Motion carried.*

3. Treasurer's Report – Amy Hayduke

The Treasurer's report, excluding the payroll reports, was sent to the directors in advance for their review.

The board packets included the following reports for March 2025:

Bank Account Report, Unpaid Bills Detail, Paid Bills Detail, Check Detail, Deposit Detail, Payroll Summary, Vacation & Leave by Employee. *A motion to approve the March 2025 Treasurer's report was made by Allen and seconded by TJ. Motion carried.*

Bills – *A motion was made by Jim and seconded by Charlie to approve payment of 23 bills in the amount of \$77,201.69, which included a late-arriving bill in the amount of \$18.58 for Doc's Repair Service. Motion carried.*

4. Manager's Report – Steve Lorraine

- Jess and Tom continue to update both CAFO and non-CAFO farms CNMP's and have started working on spring fertilizer recommendations.
- Tom and Carl continue to complete Ag Assessments as they come in.
- Tom has been working on some tree planting plans for both buffers and upland tree plantings.
- Joann has been working with USC on BMP verification and data entry into the Bay Modeling Project.
- Joann, Amy and Tom handled the majority of the work for the tree sale. Pick up was held on April 10th.
- Andy continues to assist private landowners and municipalities with permit applications.
- Andy assisted the Town of Eaton with an Emergency Storm Permit and design for Hagman Road, where a 10' steel culvert failed. The Town of Eaton and County Highway did the work.
- Andy has been showing multiple projects to contractors for construction this spring/summer.
- Andy is working on a design for a watering system to be installed this summer on a beef farm in Lincoln.
- Andy has been moving the post pounder around the county as farms request it.
- Carl is finishing up design work for a concrete manure storage in Lebanon. Project is slated for construction this summer. This is a joint project with NRCS.

- Carl has been showing multiple contractors projects that are scheduled for construction this year.
- Carl is working on a manure storage waste transfer system for a farm in DeRuyter.
- Steve completed an E&S plan for a home being built on Bradley Brook Reservoir.
- Andy and Steve attended a DEC Region 7 meeting in Syracuse to talk about new wetland regulations and stream permits. There is a follow-up meeting in June at their Cortland office.
- Steve attended a 2-day meeting of the USC, where all types of issues were addressed.
- Steve had a meeting with DEC Region 7 director Dereth Glance to discuss how DEC and SWCD could work better together.
- We continue to work with the Village of Cazenovia on their Wetland Protection Plan.
- We continue to work with Regional Planning on the Oneida Lake 9E plan.
- Steve attended a meeting of the SPAC committee, where they worked on the policies that the state committee implements to our guide programming and grants.
- Steve attended the 3-day CNMP certification training and is working on his 1st plan for submittal.
- We continue to work with the engineer that will be overseeing the remediation of the Troyer Road pond site.
- Steve is working on grant possibilities for the next round of WQIP due out this year.
- We submitted multiple grant closeouts to the state.
- We continue to review and complete site visits for the County's Septic Replacement Program on a rolling basis.
- There will be a WQCC meeting 4/29 at 9:30am in the conference room at 6503 Wes Rd. All are welcome to attend.
- There was a discussion about the post pounders and whether we should sell one or not. Steve will get more information and return to a later meeting with what he found.

5. FSA – Alisha Cook (No report, No one present)

6. NRCS – Abby Gulseth (No report, No one present)

7. CCE – Maryellen Sheehan

The CCE Madison Report for SWCD from Maryellen was in the board member packets. A flyer was passed around regarding an upcoming workshop for Bovine Respiratory Disease Complex.

8. Committee Reports

SWCC – Scott Fickbohm

April 2025 letter from Scott Fickbohm was in the member packets. A discussion occurred regarding the AEM Leopold Conservation Award for 2025. *A motion was made by TJ and seconded by Jim to authorize Steve to submit an application on behalf of Madison County SWCD for the nomination of the Brink Farm in New Woodstock.*

County – Jim Cunningham & TJ Stokes

- There was a meeting recently with Canal Corp regarding Lake Moraine.
- The county legislators are working on consolidating codes and courts.
- Approval was signed recently to allow criminal immigrants to be housed in Madison County jail until further processing/transfer.

9. NYACD – Blanche Hurlbutt's letter was included in the member packets. Steve emailed information regarding the upcoming monthly meeting to the directors.

10. CDEA – (No report, No one present)

11. Old Business – Steve Lorraine

- External Audit – A draft of the Scope of Work was handed out. A discussion occurred regarding different auditors, including the Corporate Compliance Officer at the county that the board would like Steve to speak to before hiring an auditor.
- Annual Reports – *A motion was made by Charlie and seconded by Allen to approve the 2024 Annual Reports. Motion carried.*
- New truck – Steve passed around a spreadsheet of pricing that he has found/received so far. The state bids are due by Monday. A discussion was held regarding the increased trade-in value of an extended cab pickup. There were no objections to purchasing an extended cab truck. The board would like Steve to review the bids when they are all in and then talk to Chairman Barnes to make a final purchase decision. Further discussion occurred about the 2019 Dodge and whether it is best to put it out to bid or offer as a trade-in for the new truck. *A motion was made by Jim to approve Steve handling the purchase of a new truck and potential trade-in or sale of the old truck. The motion was seconded by Charlie and carried unanimously.*
- Payroll Service – A comparison chart was included in the board packets. Paychex is the favored service provider. The board would like Amy to contact Paychex regarding adding on health insurance to the payroll service and then report back next month.
- Employee Health Insurance – We will return to this next month, after Amy has the information from Paychex.
- Tree Sale – A report was included in the member packets. Total sales were \$39,154.51 with 16,810 stems sold.

12. New Business

- Septic System policy – Steve passed out a draft of a new policy titled “On-Site Septic System Design Policy” for the board to review. After discussion, *a motion was made by TJ and seconded by Jim, to accept the draft as policy. Motion carried.*
- Quarterly Grant Update – A report was included in director packets. After discussion, *a motion was made by Jim to accept the report. The motion was seconded by TJ. Motion carried.*
- Part C Budget – A discussion occurred regarding a payroll liabilities. Based on this, an updated Part C budget was passed around. *Jim motioned the board to accept the updated Part C budget and allow the compensatory time to be paid in two installments, with the first to be in June 2025 and the second in 2026. Charlie seconded the motion. Motion carried.*

14. Next Meeting

May 15, 2025 at 7:00 PM.

15. Adjournment

Motion to adjourn made by Charlie, seconded by Allen. Motion carried. The meeting was adjourned at 8:40 PM.

Amy Hayduke

Amy Hayduke, District Clerk/Treasurer

Date: 4/18/25

Ric Barnes, Chairman Date: _____