



MADISON COUNTY SOIL & WATER CONSERVATION DISTRICT

BOARD OF DIRECTORS

September 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.
TJ Stokes, County Legislator

Staff:

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

1. Call to Order

The meeting was called to order by Chairman Barnes at 7:01 p.m.

2. Approval of Minutes – Minutes for July and August 2025 meetings were emailed to the board members prior to the meeting and also included in the board packets. *A motion was made by TJ, seconded by Allen, to approve the July 2025 Minutes. Motion carried.*

Approval of the August minutes was tabled for a future meeting.

3. Treasurer's Report – Amy Hayduke

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

The board packets included the following reports for August 2025:

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

Bills – Steve brought two late-arriving bills from DP Construction that were not on the Unpaid Bills report. The amounts were \$25,181.00 and 213,632.00. *A motion was made by Allen and seconded by TJ to approve payment of 18 bills in the amended amount of \$283,684.01. Motion carried.*

4. Manager's Report – Steve Lorraine

- Jess continues to work with our CAFO farms to update their plans and spreading schedules.
- Tom has been assisting Jess where needed with this workload.
- Tom has been working on some tree planting plans that will be used to develop grant applications.
- Tom will be working with several landowners to plant trees in buffer areas over the next few weeks. The trees were delivered on 8/17/25 from the USC.
- Joann continues working with the USC to update the database for the Chesapeake Bay Program.
- Joann has been working on our AEM reporting as the current AEM contract ends Dec 31st. The new AEM RD 19 contract has been signed and returned to the state. That contract is for \$720,000 over 3 years: \$300,000 is for implementation and \$420,000 is for staff time.
- Andy completed a redesign of a covered barnyard project in Erieville and assisted the farm with getting bids for the project. Construction is slated to start in mid-October.
- Andy has been assisting multiple landowners and municipalities with permit application.
- Andy and Steve met DEC staff at DeRuyter Lake to review our WQIP Grant project there and to determine if we need any state permits for the project.

- Andy worked with the Town of Hamilton Highway Department to install a large culvert as part of a flood mitigation project.
- Andy oversaw completion of a silage bag storage pad in Munnsville.
- Andy is working on a design for a house on Lake Moraine to mitigate flooding.
- Andy completed a design for a homeowner in Nelson to mitigate flooding to their home.
- Andy has everything set up to start cover crops, once farms start chopping corn.
- Carl is overseeing construction of a manure transfer and storage at a farm in Eaton.
- Carl is overseeing construction of a covered barnyard for another farm in Eaton.
- Carl will be overseeing construction of a waste transfer and storage for a farm in Eaton. It is scheduled to start construction next week.
- Carl has been setting up log jam removals on both Chittenango Creek and Upper Cowaselon Creek at Route 5.
- Carl is overseeing construction of a waste transfer and storage at a farm in DeRuyter.
- Carl completed the design for a 2,000-ft access road and assisted the farm with getting bids. Project slated to start in 2 weeks.
- Andy and Steve attended a flooding meeting in Canastota to make a plan to get the streams north of the village free of log jams so flood waters can flow better.
- Steve attended a meeting of the Districts that make up the Oneida Lake Watershed to discuss a new grant to combat water chestnut in the Oneida Lake watershed.
- Steve has been working with those same districts to create an Oneida Lake Watershed Coalition, similar to the USC.
- Steve attended a working group meeting with the DEC Region 7 Permit staff to work out ways to work better together with permits.
- Steve met with engineer Don Lake at a farm pond site that blew out last winter to review progress on the rebuild.
- Steve attended the meetings of the USC, MRWC and SWCC.
- We put an advertisement out for the Nutrient Management Specialist position and are currently taking resumes.
- The Madison County Farm Bureau is holding their annual meeting on 10/7/25 at Delphi Falls Park.
- Tom is scheduled to take a 3-day Wetland Delineation course.

5. FSA – Alisha Cook, County Executive Director

An email from Alisha was shared with the board.

6. NRCS – No report, No one present.

7. CCE – Maryellen Sheehan, Agriculture and Horticulture Resource Educator

A report was included in the meeting packets, which was reviewed by the board.

8. Committee Reports

SWCC – Ryan Cunningham, NY Ag & Markets Regional AEA

September 2025 SWCC report was included in the director's packets. Steve Lorraine reviewed it with the board.

County – TJ Stokes

2026 Budget work continues.

9. NYACD – Blanche Hurlbutt's letter to directors was included in the member packets.

- Steve reminded the board that the NACD Northeast Region and NYACD Conference will be held in Syracuse 9/21/25-9/24/25. He is planning to go to it for one day.

10. CDEA – Steve Lorraine

The Admin Conference will be in Syracuse Oct 28-29. Amy and Steve will be attending. The Cons Skills Workshops will be in Auburn Oct 6-9. Several staff members will be attending.

11. Old Business

AEM 5-year Strategic Plan – Briefly discussed. Motion was tabled for a future meeting.

Internal Audit – Steve reminded the board that an internal audit needs to be done on the 2024 financial records. Allen spoke to Amy about setting up a time with Charlie and himself to do this.

Banking – ICS/NYClass – A discussion occurred regarding the current interest rates of NYClass. Amy and Steve to keep an eye on it to compare to our current rate through NBT. If there is a significant difference, they will bring it back to the board.

12. New Business

Part B Project – After discussion, *a motion was made by Allen to use the Part B funds for the flood mitigation program. The motion was seconded by TJ. Motion carried.*

Payroll – A discussion occurred regarding Paychex as the payroll service. Amy will continue to track her time and report back at a later date.

Uncashed Checks – There are 2 refund checks from the 2025 tree sale that remain uncashed. Amy spoke to the customers, and they did not receive them. After discussion, it was decided to give the customers credit for next year's sale and put the outstanding amount on the balance sheet.

CRF RD 9 – *A motion was made to approve Resolution #148 Authorizing participation in the Climate Resilient Farming Grant Program and to allow Steve Lorraine to act as the representative on behalf of the District's governing body in all matters related to the State Assistance for CRF Round 9. The motion was made by TJ and seconded by Allen. Motion carried.*

Policy Recommendations- An email was shared from the insurance agent at Eastern Shore Insurance Agency regarding our Post Pounder and No-till Drill contracts. The recommendations in the email were discussed. Some changes will be made, and the updated policies will be brought to the next meeting for review and approval.

Library Items for disposal – A list was provided in the meeting packets. *A motion was made by TJ, seconded by Allen, to dispose of the items on the list. Motion carried.*

13. Other Business

Equipment purchase – Steve reported that he priced an auger and drill for tree planting. *A motion was made by TJ, seconded by Ric to purchase the equipment. Motion carried.*

A discussion occurred about rumors of manure storages being utilized to handle food waste.

The new CAFO regulations were discussed briefly.

14. Executive Session

A motion to enter Executive Session to discuss a personnel issue was made by Ric at 8:04 and seconded by TJ. Motion carried.

A motion to exit Executive Session was made by Allen at 8:09 and seconded by TJ. Motion carried.

No action was taken.

15. Next Meeting

October 16, 2025, at 7:00 PM.

16. Adjournment

Motion to adjourn was made by TJ, seconded by Allen. Motion carried. The meeting was adjourned at 8:21 PM.

Amy Hayduke

Amy Hayduke, District Clerk/Treasurer

Date: 9/22/25

Ric Barnes, Chairman Date: _____

DRAFT