



MADISON COUNTY SOIL & WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS
October 15, 2026 7:00 PM
Regular Board Meeting

Present:

Board:

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

Staff:

Steve Lorraine, District Manager
Amy Hayduke, District Clerk/Treasurer
Other:
Katie Livingston, Cornell Cooperative Extension

1. Call to Order

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

2. Approval of Minutes – The Draft of Minutes for the September 2026 meeting was emailed to the board members in advance and included in the board packets. *A motion was made by Allen Hough, seconded by TJ Stokes, to approve the September 2026 Minutes. Motion carried.*

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 monthly reports: Bank Account Report, Unpaid Bills Detail, Paid Bills Detail, Check Detail, Deposit Detail, Payroll Journal, Vacation & Leave by Employee. *A motion to approve the September 2026 Treasurer's report was made by Allen Hough and seconded by TJ Stokes. Motion carried.*
- Bills – Chairman Barnes abstained from the vote to approve the unpaid bills, as there was a bill for Gatehouse Farms, as part of RD 30 Upper Tioughnioga grant. There were 2 last-minute bills that were not included in the Unpaid Bills Report: Steve Lorraine \$25.73 and Timberline \$10,585.20. *A motion was made by Allen Hough and seconded by Charlie Pace, to approve payment in the amount of \$89,663.12 for 26 bills. Motion carried.*

4. Manager's Report – Steve Lorraine

- Jess has delivered updated spreading schedules to all but one of our CAFO farms. She is meeting with them tomorrow to get the info she needs to put their spreading schedule together.
- Jess and Ryan are updating CAFO plans, adding in new acres that farms have picked up.
- Ryan has been sampling on both CAFO and non-CAFO farms, as corn is coming off.
- Ryan is updating a few non-CAFO CNMP's.
- Joann, Tom and Ryan have been planting trees on multiple sites. We should be done with plantings soon for this fall.
- Tom has been working on planting plans for projects scheduled for spring implementation.
- Tom and Andrew continue assisting landowners and municipalities with DEC permits.

- Andrew is overseeing construction of covered barnyard projects at farms in New Woodstock and Sheds.
- Andrew is working with a farm in Smithfield on a fencing project for their beef herd.
- Andrew continues to move the post pounder around the county as requested.
- Andrew has been planting cover crops as weather permits/ There was a late start this year as corn silage came off late.
- Joann continues working with the USC on data collection and modeling issues.
- Carl is overseeing construction of waste storage and transfer systems at farms in Munnsville and Chittenango.
- Carl is assisting the Town of Sullivan with drainage issues north of Route 31.
- Carl is overseeing log jam removals on Chittenango Creek.
- Carl has been getting surveys done for designs to be completed this winter.
- Jake is overseeing all aspects of our engineering projects.
- Jake oversaw completion of the Lyon Rd bridge repair in the town of Nelson and filed a report with the state DOT to reopen the road.
- Jake is working with Don Lake on a dam reconstruction project in the town of Eaton for a private landowner.
- Steve attended a meeting of the OLWC and MCWC.
- Steve continues working with the USC on the updates to the strategic plan.
- Steve continues working with Regional Planning on the 9E Watershed Management Plan for Oneida Lake.
- We completed the water chestnut harvest from Oneida Lake. 70,000 pounds were removed.
- Steve has continued to work with the Chenango Canal Association on a feeder canal project.
- We have been meeting with landowners for possible CRF grant projects.
- We have been working with Onondaga County on a funding request to Micron.
- Multiple members of the staff attended training at the CDEA Conservation Skills workshop last week.

5. FSA – No report, no one present.

6. NRCS – No report, no one present.

7. CCE – Katie Livingston

The October 2026 CCE report for SWCD was included in the board packets. Katie reviewed and discussed the report with the board. She also added that CCE awarded the Brink Farm as their 2026 Farm of Distinction.

8. Committee Reports

SWCC – The Region 4 October 2026 SWCC report was included in the director's packets. Steve Lorraine reviewed and discussed the report with the board.

County – TJ Stokes

Windmills – The Pilot was voted down. The windmill company started work previous to this vote.

Budget – The District is slated for a 2-3% increase from the county budget.

9. NYACD/NACD – Steve Lorraine

The proposed changes to the NYACD By-Laws were emailed to the board members in advance. Steve told the board members to contact him if they have any questions or suggestions on this.

10. CDEA – Steve Lorraine

The annual Administrative Conference is in November.

11. Old Business

Board Audit – The Board Audit of the 2025 financial records was discussed. Allen and Charlie will meet on Monday to do the audit.

Steve and Amy met with the CPA in September.

Apparel – (to return to next month)

Map – The map of disadvantaged areas for a forestry grant was discussed.

12. New Business

RD 10 CRF – Steve stated that there are new rules/specific guidelines to be followed. He will put a list together for a resolution to be discussed next month.

Procurement Policy – During the meeting with the CPA, it was discovered that the Procurement policy has outdated amounts for purchases and Public Works Contracts. *A motion was made by Charlie, seconded by Allen, to update the Procurement Chart as attached. The motion carried unanimously.*

Grant Updates- The Grant Update report was reviewed and discussed by the board.

Banking – After discussion, *a motion was made by TJ Stokes, seconded by Charlie Pace, to adopt the Corporate Authorization Resolution as presented. Motion carried unanimously.*

Conflict of Interest policy – After review & discussion, *a motion was made by Allen to adopt the presented policy as written. The motion was seconded by TJ stokes and carried unanimously.*

Letter – A discussion was had regarding an email from Jean Neidhardt. No action was taken.

USC Strategic Plan – The plan was emailed to the board members in advance. Steve requested them to review it and let him know if they have any questions or comments.

13. Other Business

- The Part C budget will be reviewed and updated next month.
- We were notified of a significant increase in our Worker's Compensation policy renewal. Amy will contact the agent for an explanation/breakdown of the cost. Amy will also contact Eastern Shore Insurance Agency for a quote.
- DR Mower has not arrived. Steve will look into other places to purchase it from.
- The annual Appreciation luncheon was discussed. The board would like to continue to hold it at CCE, with the same caterer as last year. Possible dates are Dec 10th or 15th. To be determined later.

Next Meeting

November 19, 2026, at 11:00 am.

14. Adjournment

Motion to adjourn was made by TJ Stokes, seconded by Charlie Pace. Motion carried. The meeting was adjourned at 8:12 pm.

Amy Hayduke

Amy Hayduke, District Clerk/Treasurer

Date: 10/19/2026

Ric Barnes, Chairman Date: _____

DRAFT

Procurement Chart

Item	Competitive Bid Required	Statutory Exemption	SWCD Exemption	Verbal Quotes	Written Quotes
Purchases:					
\$ 0 To \$1499			X		
\$1500 To \$4,999				2	
\$5,000 To \$19,999					3
Over \$20,000	X				
Public Works Contract					
\$ 0 To \$999			X		
\$1,000 To \$4,999				2	
\$5,000 To \$34,999					3
Over \$35,000	X				
Professional Services or Professional Skills and Knowledge			X		
Purchases from Agencies for Blind or Severely Handicapped		X			
Purchases from Correctional Institutions		X			
Purchases under State and County Contracts		X			
Public Emergencies			X		
Surplus or Second-hand Purchases from another government			X		
Lease of Equipment			X		
Standard Replacement Parts			X		
Standard Equipment/Materials/Supplies Previously Awarded to a Supplier			X		
Sole Source Availability			X		

The unintentional failure to fully comply with the provisions of this policy shall not be grounds to void action taken or give rise to a cause of action against the Madison County Soil and Water Conservation District, its Directors, or Employees.