

CHEMUNG COUNTY SOIL AND WATER CONSERVATION
DISTRICT

Agenda

Monday, March 13th, 2023

1:00 P.M. Meeting @ District Office
851 Chemung St. Horseheads, NY 14845

1. APPROVAL OF THE MINUTES
2. APPROVAL OF THE TREASURER'S REPORT for AUDIT
3. APPROVAL OF BILLS
4. SECRETARY/ASST. TREAS. to the BOARD of DIRECTORS
5. MEDICAL INSURANCE RETIREES'
6. STORMWATER TEAM
7. DISTRICT MANAGER'S REPORT
8. DISTRICT TECHNICIAN'S REPORT

Anything to come before the Board!

Chemung County Soil and Water Conservation District Minutes
Tuesday, March 13th, 2023 @ District Office -851 Chemung St. Horseheads

Present:

Thomas Rhodes- Chair
Jim Bush-Treasurer
Dave Boor-Vice-Chair
David Stow-Grange
Dick Gunderman-**Excused**
Mike Smith -Legislator
Lawana Morse-Legislator -not present

Karen Tillotson -District Manager
Mark Richer-District Technician

Guest: Paul and Hailey Saunders -Owns woodlot in Town of Erin-Discussed that he was approved for forestry grant through Albany DEC.

The monthly meeting of the Chemung County Soil and Water Conservation District was called to order by Chair Thomas Rhodes at 1:00 PM.

1. **Approval of the Minutes:** *M. Smith motioned to approve the February minutes as presented. J. Bush seconded it. All in favor and carried.*
2. **File the February treasurer's Report for Audit:** *D. Boor motioned to approve the February treasurer's report for audit. J. Bush seconded it. All in favor and carried.*
 - a. Dave Stow questioned District accounting program.
 - i. District accounting falls under the modified accrual accounting basis.
3. **Approval of the list of Bills:** *J. Bush motioned to approve the list of bills as presented and seconded by D. Boor. All in favor and carried.*
 - a. Sales tax is collected and held until paid in March of the following year.
 - b. *Payments to the Town of Horseheads for Canal, Schuyler County SWCD for trailer sale, and the NYSCDEA Erosion & Sediment should not have shown as an expense to Misc. refunds-these were funds held for other agencies -the District reimbursed the funds to that agency.*
4. **Secretary/Asst. Treasurer to the Board of Directors:**
 - a. Received six applications before the deadline and one after the deadline. One applicant not considered due to instructions not being followed- Diane Stage, Kim Sweet, Colette Page, Carol Dassance and Mary Booth Tebo.
 - b. We held interviews on March 6th.
 - i. Three interviews were held in the morning with me, Jim Bush, and Mark Richer on the panel.
 - ii. Two interviews were held in the afternoon with me, Dave Boor, and Mark Richer on the panel.
 - iii. K. Tillotson will offer the position to Diane Stage. The new employee will start on March 20th, 2023, and trained by K. Tillotson.
5. **Policy on Medical Insurance for Retirees:** Reviewed changes to the Chemung County SWCD's handbook 807-Medical Insurance for Retirees.
 - a. Additional Changes to make:
 - i. *Coverage will terminate when the retiree reaches the age of 65 to- Medicare eligibility*
 - ii. *Item #6-replace "medical insurance coverage with "District Insurance Plan" also change to "District Insurance Plan" in place of "Program."*
 - b. *D. Boor suggested waiting until the corrected version is sent and approved at the April meeting.*
6. **Stormwater Team Meeting:**
 - a. A letter from Jennifer Furman is being hand delivered to municipalities regarding the Stormwater Team going under the County by M. Watts.
 - i. L. Morse sent an email to me stating she spoke with the Town of Catlin and Veteran, and their main concern is that the work for MS4 is completed in a timely manner.
 - b. K. Tillotson sent a letter to Mark Marageson on behalf of the District.
 - c. Water Quality Improvement Plan (WQIP) Grant through NYS DEC is open, with the District being the contractor and SFS payee. In the new MOU A. Avery developed, section 8 states, "any stormwater

grants currently in the District's name would remain a District grant, with the grant management provided by the Stormwater Team."

- i. I will reach out to the DEC to see if this grant can transfer to the grant to another agency, removing the District name from a grant that the District is not involved with.
 - d. The Chemung County Legislature **has not** received a budget for the Stormwater Team, where the team will fall within the County or if approved through civil service.
7. **District Manager's Report-** Mailed to directors before the meeting and will be on file with the minutes' book.
- a. Forest Lawn Cemetery-The District will complete the seeding for the cemetery. The ground will need to be prepped.
 - b. K. Tillotson did contact C. Doane regarding the remark in the Stormwater Team's minutes.
 - c. The Old Chemung Canal MOU was sent to the City of Elmira, the Village of Elmira Heights, the Town of Elmira, the Town of Horseheads, and the County. All signatures are back except for the County-The MOU delivered to the County Executive's office on February 6th, 2023. An email was sent regarding the MOU on March 6th and read by the County Executive, but still, no signed MOU was returned to the District by the County Executive.
8. **District Technician's Report-**
- AG Value Soil Group Worksheets.
 - Inspected and took delivery of the new dozer from Binghamton.
 - M. Richer discussed with the Board having only the District operator run the dozer.
 - Countywide Equipment Program.
 - The Towns of Southport & Veteran have not sent payment or committed to the program. The County Executive has yet to sign the MOU-County does not pay into the program. The County Executive is on the MOU because the County supplied the initial \$400,000.00 to start the program.
 - Look at where the equipment goes and what municipalities utilize the equipment that does not pay into the program.
 - Look to develop an hourly rate for each piece of equipment.
 - Fish order forms were mailed out.
 - Continue to work on the online drone training.
 - Freda Black site visit for stream and diversion ditch.
 - Pond site evaluation for Gary Smith on Wilawana Road.
 - Cut lumber.
 - Clerks interviews.
 - Processing Arbor Green tree forms.
 - Repair to Bandit chipper.

A motion to enter into an Executive Session for the matter of a personal issue was made by M. Smith at 2:00 PM, seconded by D. Boor.

Present: T. Rhodes, D. Boor, J. Bush, D. Stow, M. Smith, M. Richer, and K. Tillotson.

Motion to come out of Executive Session was made at 2:06 PM and entered into regular session by M. Smith with no action taken. Seconded by D. Boor.

Present: T. Rhodes, D. Boor, J. Bush, D. Stow, M. Smith, M. Richer, and K. Tillotson.

Anything to Come before the Board:

motion to adjourn was made @ 2:37 PM by D. Boor and seconded by M. Smith

Respectfully submitted by Karen Tillotson

Kam E. Mw

District Manager's Report
March 13th-April 11th 2023

Welcome, Diane Stage-Started March 20th, working 20 hours per week. Training.

I attended the Water Quality Symposium at the Double Tree in Syracuse- from March 14th-16th.

WQIP DEC Mapping Grant-Discussed with Nancy Rice.

- Unable to transfer the grant to another agency

Forest Lawn Cemetery-excited about the assistance with the seeding.

Mark, Todd, and I met on March 17th with Logan, Courtney, and Josh from DEC.

- Bouthyette Property -1800 Pennsylvania Ave-Horse Farm
- Robert Mood Property-1606 Pennsylvania Ave
- Mark Dalrymple-Christian Hollow Road
- Mr. Hubbard-Ridge Road
- Ben Buck Property-Breesport Road
- Fairview Road Culvert

Setting up for Tire Collection Day.

May 13th, 2023-\$3.00 per tire

I attended the EMC meeting on March 21st.

- CCE and Farm Bureau are working on setting up a public workshop on Solar Panels.

I attend the Water Quality and Stormwater Coalition meetings.

A Avery sent an email to me from Mr. Battisti from Johnson Hollow Road regarding a beaver dam on Nolan Road that may flood.-Met with landowner-in the process of selling the property.

Todd Jansen is working in the Town of Chemung on reclaiming the Cole Pit.

On March 27th, I attended the Bentley Creek Sponsor meeting.

- Will attend the April 12th public meeting
- Worked with DPW to get portable signs placed

March 28th USC Ag zoom meeting.

Site Visits:

- Ryan Quigley -Hogback
- Susan Vieseleye-Jackson Creek Road
- Susan Baxter-Wyncoop Creek Road

Completing the annual newsletter.

Received letter from the City Attorney regarding the MOU for the Old Chemung Canal maintenance-

- John Ryan is looking for the signed contract -all signed except for Mr. Moss
 - Left a message for Mr. Moss on April 5th

March 31st, attended the Upper Susquehanna Coalition meeting.

Environmental Field Days-Hendy 6th Grade students signed up to attend on May 23rd @ Park Station.

April 26th I will be going to Utica for the State Committee meeting as per a request from PJ Emerick.

I will be on vacation from April 27th through May 8th, back on the 9th of May.