

**ST. LAWRENCE COUNTY
SOIL AND WATER CONSERVATION DISTRICT
BOARD OF DIRECTORS MEETING
TENTATIVE AGENDA**

Thursday, May 19, 2022, starting at 3:00 p.m.

This meeting is currently scheduled to be hybrid, with an in-person meeting to be held at the 2nd floor conference room in the Public Safety building or via a ZOOM option as shown below:

Join Zoom Meeting:

<https://us02web.zoom.us/j/88001160910?pwd=aXBISDZHNGNWFjYWN4K2krUk9jQT09>

Meeting ID: 880 0116 0910

Passcode: 139376

Phone: 1 646 558 8656

Call to Order

Minutes of Previous Meeting

Treasurer's Report

Representative Reports (BOL & AFPB)

**SWCD Staff Strategic Planning Session Discussion
– Matilda Larson, County Planning**

SWCC – Ryan Cunningham

SWCD – Raeanne Dulanski

Old and New Business

Executive Session

To discuss personnel matters

Date of Next Meeting and Adjournment

DRAFT

St. Lawrence County Soil and Water Conservation District
1942 Old DeKalb Road, Canton, NY 13617
BOARD OF DIRECTORS MEETING MINUTES
For March 24, 2022, 3:00 p.m.

Board Members Present: Robert Andrews, Jr. (Chairperson), Adam Cook (Vice-Chair), Becky Allen (Treasurer), and Patrick Smith

Board Members Excused: John Burke, and Kevin Acres

Staff Present: Raeanne Dulanski (Manager), Liz Gallup (Secretary/Asst. Treasurer), and Jevonnah Foster (Technician)

I. Call to Order

II. Agenda (Attachment A): An addition of an Executive Session was added to the agenda after Old and New Business and was approved by consensus of the Board.

III. Minutes of the Previous Meeting: *Motion to approve the February 23, 2022 minutes*, made by Cook, seconded by Smith **approved by all**

IV. Treasurer's Reports: Gallup discussed items relevant to the financial information provided to the Board. *Motion to approve February 2022 Treasurer's report*, made by Cook, seconded by Allen **approved by all**

V. Reports

A. BOL –None

B. AFPB – Bob Andrews

1. Andrews said that the next meeting will be April 7th and the eight year review for Ag District #2 will be discussed. Solar project updates will be provided.

C. SWCC – Report attached (**Attachment B**)

1. Dulanski went over some items in the report.

VI. SWCD Reports:

A. Secretary/Assistant Treasurer's Report – Liz Gallup

1. Gallup explained that a motion had been missed in the March 25, 2021 official minutes and that she would like to add it retroactively:
 - i. **Motion** made by Smith, seconded by Cook, *The Board recognizes that they had authorized Dulanski at the March 25, 2021 SLC SWCD board meeting, to hire up to two Forestry interns, complete all necessary paperwork and to dismiss intern if needed and understands that there was an error that omitted this motion in the official March 25, 2021 minutes that were adopted by the Board at the May 20, 2021 board meeting.*

Approved by all. (Attachment C to be added to March 25, 2021 minutes)

2. **Motion to approve a transfer from Money Market to Checking for April and May 2021 to cover operating costs up to \$30,000 for April and up to \$20,000 for May made by Cook, seconded by Allen approved by all.**

B. Forester's Report – Aaron Barrigar – absent

1. Dulanski explained that Barrigar was in a Water Quality Symposium (WQS) class so could not attend the board meeting. She provided a brief update on the timber theft issue.

C. Technician's Report – Jevonnah Foster

1. Requests for Ag values have slowed down.
2. Foster has been working on projects for EQIP.
3. Foster continues to work on plans and handling soil samples for AEM.
4. Foster attended classes for WQS and felt they were worthwhile.
5. Foster explained that the District needs a motion for AEM to approve each individual farm that may be participating. **Motion supporting implementation of AEM Round 17 Cost-Share projects on the following farms Keystone Dairy, Latimer Dairy, Zufall Farm, and Maple Shade Farm made by Cook, seconded by Allen approved by all.**
6. Foster explained that there are soil samples ready to be analyzed for the AEM program but funds have not been received. She would like to get started sending the samples out to be tested since it is unclear when the monies will be received. **Motion to approve reimbursing farms for any soil test fees paid by the farm from AEM Round 17 monies when received made by Allen, seconded by Smith approved by all.**

D. Manager's Report – Raeanne Dulanski (Attachment D)

1. Dulanski reported that she has been busy with her WQS duties as the Division 3 CDEA representative. Dulanski received her fifteen year and Gallup her ten year service achievement certificate.
2. Dulanski has also been working on arranging this year's North Adirondack Regional Envirothon. It is scheduled for May 12th in person at Paul Smith's. Thirteen schools have shown interest to attend in person.
3. Dulanski provided a grant update on the work she has been doing to assist the Town of Madrid with their WQIP application.
4. Dulanski said that there are two farmers that are interested in the NYS Climate Resilient Farming Program Round 6 which means the Board will have to rank them as to the merits of their proposed projects. She provided a handout with the details for each project for Farmer A & Farmer B (**Attachment E**) – Farmer A under the Cover and Flares Track and Farmer B under the Healthy Soil of NY Track. **Motion to rank the two farms applying for the NYS Climate Resilient Farming Program Round 6 as follows: Farmer A – first, Farmer B – second with any additional applicants to be ranked by the date received, made by Smith, seconded by Cook, approved by all.**
5. Dulanski told the Board that she had provided letters of support for Brad Baldwin's application for two grants to help with invasive weeds in Black Lake. One of the grants has been approved.
6. NYS Snow Grant update: 70% monies have been received and the District has received their technical assistance monies. She will be working on the next phases soon.

7. Dulanski reported that the SWCD summer internship announcement has been shared.
8. WRP planning is all complete and ready to go as soon as the weather permits. There are six EQIP applications, one is turning out to be challenging.
9. Dulanski informed the Board that all 2022 Part C monies have been fully earned and the District has received their award in the amount of \$122,005.26 today. If the 2022 NYS Executive Budget is adopted that amount could bring next year's amount to around \$180,000. 2022's Performance Measures to earn 2023's Part C monies remains the same as last year.
10. Dulanski updated the Board on what the District would like to do for Part C projects this year:
 - i. Part C CA – general catch all of assistance provided by staff
 - ii. Another year of the Part C SLAM project - Using Part C monies to fund the Reducing Outlier Populations of EAB and the Progression of Ash Mortality as outlined by the project description (*Attachment F*)
 - iii. Dulanski had Foster present this year's cover crop program that she would like the District to do - Cover Crop project as outlined in the project description (*Attachment G*)
 - iv. *Motion to approve using Part C monies to fund the Part C projects as described above made by Allen, seconded by Smith, approved by all.*
11. Dulanski provided each board member with their training plan and asked what the board would like to do about the vacant board seat. It was agreed that suggestions would be forwarded to Dulanski to be looked into.

VII. Old and New Business:

- A. Dulanski provided an update on the drone liability insurance and said she accepted the \$31 coverage. *Motion to approve adding drone liability insurance.* made by Cook, seconded by Allen **approved by all.**
- B. Workload prioritization and planning update: Dulanski met with Patrick Ames, CCE about increased landowner assistance requests and said that she is meeting with his staff and Aaron on April 6th. Matilda Larson, Planning has agreed to meet with the District to discuss possible plans to implement going forward to prioritize District goals and objectives. Dulanski meets with Larson on April 13th and the entire staff will meet with her on the 20th. Larson would like to meet with the Board separately.

VIII. Executive Session – entered at 4:27 p.m.

Motion to enter Executive session to discuss personnel issues made by Cook, seconded by Smith **approved by all.**

Exited Executive Session at 4:38 p.m. *Motion to exit Executive session* by Cook, seconded by Smith **approved by all.**

It was decided to do personnel evaluations at a later date.

- IX. **Correspondence:** Mail was available for the Board's review. (List of items in **Attachment H**)
- X. **Announcements:** None
- XI. **Time and Date of Next Meeting:** May 19, 2022

XII. Meeting Adjourned: Motion to adjourn at 4:46 p.m. made by Cook seconded by Smith approved by all

Robert Andrews, Jr., Chairperson

Date

Elizabeth J. Gallup, Secretary/Assistant Treasurer

Date

Attachments: A – H

Please note that these minutes have not been adopted by the SLC SWCD Board of Directors

St. Lawrence County Soil and Water Conservation District
Profit & Loss YTD Comparison
March 2022

	<u>Mar 22</u>	<u>Jan - Mar ...</u>
Ordinary Income/Expense		
Income		
2160 Revenues		
2160 D · Other		
2160 D1 · Technical Reimbursement	15,220.50	18,632.97
2160 D · Other - Other	50.00	150.00
Total 2160 D · Other	<u>15,270.50</u>	<u>18,782.97</u>
2160 F · District Trees	36.70	9,886.57
Total 2160 Revenues	<u>15,307.20</u>	<u>28,669.54</u>
2401 Interest & Earnings	4.52	11.62
2701 Refund of Expense Prior Yr	60,000.00	60,000.00
2770 Misc Revenues		
2770 A · Ag Value Assessments	1,870.00	2,600.00
2770 D · Other		
2770 D4 · Sales Tax Credit	0.00	36.58
2770 D · Other - Other	0.00	4.00
Total 2770 D · Other	<u>0.00</u>	<u>40.58</u>
Total 2770 Misc Revenues	<u>1,870.00</u>	<u>2,640.58</u>
2771 County Appropriations	0.00	59,173.00
3989 State Grants & Approp.	152,164.76	164,802.49
4989 Federal Grants	0.00	2,087.25
Total Income	<u>229,346.48</u>	<u>317,384.48</u>
Gross Profit	229,346.48	317,384.48
Expense		
8730.1 Personnel		
1200 · Secretaries (8730.12)	3,069.60	7,980.61
1300 · Managers (8730.13)	6,788.45	17,649.97
1400 · Technicians (8730.14)	5,096.15	13,249.99
1410 · Forester (8730.14)	5,096.15	13,249.99
Total 8730.1 Personnel	<u>20,050.35</u>	<u>52,130.56</u>
8730.2 Equipment		
2400 · Field Equipment (8730.24)	154.99	2,999.34
Total 8730.2 Equipment	<u>154.99</u>	<u>2,999.34</u>
8730.4 Contractual Expenditures		
4010 · Construction (8730.401)	0.00	10,522.67
4040 · Other (8730.404)		
4040 D · Credit Card Fees (8730.404)	1.03	344.81
4040 · Other (8730.404) - Other	175.00	225.00
Total 4040 · Other (8730.404)	<u>176.03</u>	<u>569.81</u>
4050 · District Trees (8730.405)	943.23	993.24

St. Lawrence County Soil and Water Conservation District
Profit & Loss YTD Comparison
 March 2022

	<u>Mar 22</u>	<u>Jan - Mar ...</u>
4160 · Misc. Supplies (8730.416)		
4160 C · Forestry Other (8730.416)	0.00	20.05
4160 · Misc. Supplies (8730.416) - Other	115.01	115.01
Total 4160 · Misc. Supplies (8730.416)	115.01	135.06
4220 · Payment to Others (8730.422)	0.00	3,412.47
4310 · Employees Travel (8730.431)		
4310 B · Tech Travel (8730.431)	0.00	99.00
Total 4310 · Employees Travel (8730.431)	0.00	99.00
4420 · Telephone & Internet (8730.442)	49.99	149.97
4430 · Office Supplies (8730.443)		
4430 A · Postage (8730.443)	48.00	281.88
4430 · Office Supplies (8730.443) - Other	6.00	18.00
Total 4430 · Office Supplies (8730.443)	54.00	299.88
4500 · Insurance (8730.45)		
4510 · Auto Insurance (8730.451)	0.00	6,723.00
4520 · General Liability (8730.452)	0.00	827.00
4540 · Professional Liab (8730.454)	0.00	1,495.00
4550 · Bonding Insurance (8730.455)	0.00	149.00
4560 · Other Insurance	0.00	221.19
Total 4500 · Insurance (8730.45)	0.00	9,415.19
4600 · Dues (8730.460)		
4600 A · State & Other dues		
4600 A1 · NYACD Dues	0.00	750.00
4600 A4 · Chamber of Commerce Dues	0.00	135.00
Total 4600 A · State & Other dues	0.00	885.00
Total 4600 · Dues (8730.460)	0.00	885.00
4630 · Gas/Oil for Machinery(8730.463)	55.92	55.92
Total 8730.4 Contractual Expenditures	1,394.18	26,538.21
6560 · Payroll Expenses	1,508.83	3,918.25
8730.8 · Employee Benefits (8730.8)		
8110 · Health Insurance	2,796.57	8,528.19
8130 · Retirement	2,185.41	6,556.25
Total 8730.8 · Employee Benefits (8730.8)	4,981.98	15,084.44
Total Expense	28,090.33	100,670.80
Net Ordinary Income	201,256.15	216,713.68
Net Income	<u>201,256.15</u>	<u>216,713.68</u>

St. Lawrence County Soil and Water Conservation District
Balance Sheet
As of March 31, 2022

	<u>Mar 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
200 A · Checking Account	7,796.10
200 B · Money Market Account	437,391.16
200 C · Savings - Equipment Fund	39,395.92
200 D · Savings - Water Quality CC	1,646.20
200 E · Grant Checking Accounts	
1029 · Grant - AEM Strategy Years 1-5	19,497.67
1043 · CAFO Round 3	96,231.44
Total 200 E · Grant Checking Accounts	<u>115,729.11</u>
210 · Petty Cash	100.00
Total Checking/Savings	<u>602,058.49</u>
Total Current Assets	<u>602,058.49</u>
TOTAL ASSETS	<u>602,058.49</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
200 I · SLC SWCD 1st Bankcard #2	3,025.71
Total Credit Cards	<u>3,025.71</u>
Total Current Liabilities	3,025.71
Long Term Liabilities	
Employee Compensated Absences	16,307.20
Total Long Term Liabilities	<u>16,307.20</u>
Total Liabilities	19,332.91
Equity	
3900 · Retained Earnings	366,011.90
Net Income	216,713.68
Total Equity	<u>582,725.58</u>
TOTAL LIABILITIES & EQUITY	<u>602,058.49</u>

ST. LAWRENCE COUNTY SOIL & WATER CONSERVATION DISTRICT

ABSTRACT OF AUDITED VOUCHERS

Abstract No. 3

March 2022

Audit:

<u>Claimant</u>	<u>Acc't</u>	<u>Account Title</u>	<u>Appropriation</u>	<u>Amount</u>	<u>Check #</u>
NYS Sales tax		NYS Sales tax	Pay NYS Sales tax 3/1/21 - 2/28/22	\$ 695.25	DW
SLC Highway Dept	4630	Gas	Gas Feb 2022 Ford 250	\$ 55.92	22113
Time Warner Business Class	4420	Tele (Internet)	Monthly fee	\$ 49.99	22114
HM Life of NY	8110	Health Insur	Vision for March 2022	\$ 16.87	22115
Tree Pro	4050	DT Exp	Pur tree protectors for sale	\$ 369.10	22116
Excellus BC/BS	8110	Health Insurance	Apr 2021 Dental Health Insurance	\$ 98.28	22117
JRM Chemical, Inc.	4050	DT Exp	Pur soil moist packets for sale	\$ 73.18	22118
	4160	Misc Supplies	Pur field supplies trees	\$ 63.84	22118
NYS CDEA, Inc	4040	Other	Division 3 silent auction donation	\$ 175.00	22119
Excellus BC/BS	8110	Health Insurance	April 2022 Health Insurance	\$ 3,039.45	22120
Elizabeth Gallup	4430A	Postage	Reim Gallup postage pur DT	\$ 48.00	22121
Martin's Lumber	4050	District Trees	Pur tree stakes - 65 @ \$1.35 ea.	\$ 87.75	22122
				\$ 4,772.63	

Credit Card charges for the month:

Am. Meadows	4050	District Trees	Pur wildflower seeds-tree sale	\$ 360.21	C Crd
Hover	4160	Misc Supplies	Yearly domain fee & emails	\$ 51.17	C Crd
Intuit Payroll Svcs	4430	Office Supplies	Employee software chg monthly	\$ 6.00	C Crd
Amazon	4050	District Trees	Pur 1,000 vinyl tree tags	\$ 52.99	
Amazon	2400	Field equipment	Pur cell phone field work	\$ 154.99	
				\$ 625.36	

Robert Andrews, Chair		Date
Adam Cook, V.Chair		Date
Becky Allen, Treasurer		Date
Patrick Smith, Director		Date
Kevin Acres, Director		Date
John Burke, Director		Date
Vacant		Date

To the Treasurer:

I certify that the vouchers listed above were audited by the Board of Directors and allowed in the amounts shown. You are hereby authorized and directed to pay to each of the claimants the amount opposite it's name.

Date

Secretary/Asst. Treasurer

St. Lawrence County Soil and Water Conservation District
Profit & Loss YTD Comparison
April 2022

	<u>Apr 22</u>	<u>Jan - Apr 22</u>
Ordinary Income/Expense		
Income		
2160 Revenues		
2160 D · Other		
2160 D1 · Technical Reimbursement	0.00	18,632.97
2160 D · Other - Other	0.00	150.00
Total 2160 D · Other	<u>0.00</u>	<u>18,782.97</u>
2160 F · District Trees	<u>0.00</u>	<u>9,886.57</u>
Total 2160 Revenues	0.00	28,669.54
2401 Interest & Earnings	5.45	17.07
2701 Refund of Expense Prior Yr	0.00	60,000.00
2770 Misc Revenues		
2770 A · Ag Value Assessments	90.00	2,690.00
2770 B · GIS Maps & Copies	25.00	25.00
2770 D · Other		
2770 D4 · Sales Tax Credit	0.00	36.58
2770 D · Other - Other	0.00	4.00
Total 2770 D · Other	<u>0.00</u>	<u>40.58</u>
Total 2770 Misc Revenues	115.00	2,755.58
2771 County Appropriations	18,750.00	77,923.00
3989 State Grants & Approp.	0.00	164,802.49
4989 Federal Grants	3,712.50	5,799.75
Total Income	<u>22,582.95</u>	<u>339,967.43</u>
Gross Profit	22,582.95	339,967.43
Expense		
8730.1 Personnel		
1200 · Secretaries (8730.12)	2,455.68	10,436.29
1300 · Managers (8730.13)	5,430.76	23,080.73
1400 · Technicians (8730.14)	4,076.92	17,326.91
1410 · Forester (8730.14)	4,076.92	17,326.91
Total 8730.1 Personnel	<u>16,040.28</u>	<u>68,170.84</u>
8730.2 Equipment		
2400 · Field Equipment (8730.24)	0.00	2,999.34
Total 8730.2 Equipment	<u>0.00</u>	<u>2,999.34</u>
8730.4 Contractual Expenditures		
4010 · Construction (8730.401)	0.00	10,522.67
4040 · Other (8730.404)		
4040 D · Credit Card Fees (8730.404)	0.33	345.14
4040 · Other (8730.404) - Other	100.00	325.00
Total 4040 · Other (8730.404)	<u>100.33</u>	<u>670.14</u>

**St. Lawrence County Soil and Water Conservation District
Profit & Loss YTD Comparison
April 2022**

	Apr 22	Jan - Apr 22
4050 · District Trees (8730.405)	3,198.97	4,192.21
4160 · Misc. Supplies (8730.416)		
4160 C · Forestry Other (8730.416)	0.00	20.05
4160 · Misc. Supplies (8730.416) - Other	0.00	115.01
Total 4160 · Misc. Supplies (8730.416)	0.00	135.06
4220 · Payment to Others (8730.422)	0.00	3,412.47
4310 · Employees Travel (8730.431)		
4310 B · Tech Travel (8730.431)	0.00	99.00
Total 4310 · Employees Travel (8730.431)	0.00	99.00
4420 · Telephone & Internet (8730.442)	49.99	199.96
4430 · Office Supplies (8730.443)		
4430 A · Postage (8730.443)	0.00	281.88
4430 · Office Supplies (8730.443) - Other	6.00	24.00
Total 4430 · Office Supplies (8730.443)	6.00	305.88
4500 · Insurance (8730.45)		
4510 · Auto Insurance (8730.451)	0.00	6,723.00
4520 · General Liability (8730.452)	0.00	827.00
4540 · Professional Liab (8730.454)	0.00	1,495.00
4550 · Bonding Insurance (8730.455)	0.00	149.00
4560 · Other Insurance	0.00	221.19
Total 4500 · Insurance (8730.45)	0.00	9,415.19
4600 · Dues (8730.460)		
4600 A · State & Other dues		
4600 A1 · NYACD Dues	0.00	750.00
4600 A4 · Chamber of Commerce Dues	0.00	135.00
Total 4600 A · State & Other dues	0.00	885.00
Total 4600 · Dues (8730.460)	0.00	885.00
4630 · Gas/Oil for Machinery(8730.463)	81.71	137.63
Total 8730.4 Contractual Expenditures	3,437.00	29,975.21
6560 · Payroll Expenses	1,205.62	5,123.87
8730.8 · Employee Benefits (8730.8)		
8110 · Health Insurance	2,866.71	11,394.90
8130 · Retirement	0.00	6,556.25
Total 8730.8 · Employee Benefits (8730.8)	2,866.71	17,951.15
Total Expense	23,549.61	124,220.41
Net Ordinary Income	-966.66	215,747.02
Net Income	<u>-966.66</u>	<u>215,747.02</u>

St. Lawrence County Soil and Water Conservation District
Balance Sheet
As of April 30, 2022

	<u>Apr 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
200 A · Checking Account	11,549.92
200 B · Money Market Account	429,857.15
200 C · Savings - Equipment Fund	39,396.57
200 D · Savings - Water Quality CC	1,646.23
200 E · Grant Checking Accounts	
1029 · Grant - AEM Strategy Years 1-5	19,497.99
1043 · CAFO Round 3	96,232.24
Total 200 E · Grant Checking Accounts	<u>115,730.23</u>
210 · Petty Cash	100.00
Total Checking/Savings	<u>598,280.10</u>
Total Current Assets	<u>598,280.10</u>
TOTAL ASSETS	<u>598,280.10</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
200 I · SLC SWCD 1st Bankcard #2	213.98
Total Credit Cards	<u>213.98</u>
Total Current Liabilities	213.98
Long Term Liabilities	
Employee Compensated Absences	16,307.20
Total Long Term Liabilities	<u>16,307.20</u>
Total Liabilities	16,521.18
Equity	
3900 · Retained Earnings	366,011.90
Net Income	215,747.02
Total Equity	<u>581,758.92</u>
TOTAL LIABILITIES & EQUITY	<u>598,280.10</u>

**ST. LAWRENCE COUNTY SOIL & WATER CONSERVATION DISTRICT
ABSTRACT OF AUDITED VOUCHERS**

Abstract No. 4

April 2022

Audit:

<u>Claimant</u>	<u>Acct</u>	<u>Account Title</u>	<u>Appropriation</u>	<u>Amount</u>	<u>Check #</u>
Raeanne Dulanski	4050	DT Exp	Reim pur tree tags	\$ 33.31	22124
Time Warner Business Class	4420	Tele (Internet)	Monthly fee	\$ 49.99	22125
Alpha Nurseries	4050	DT	Pay bal for trees for sale	\$ 3,165.66	22126
NYS CDEA	4040	Other	2022 Annual NYS Fair Asses	\$ 100.00	22127
SLC Highway Dept	4630	Gas	Gas for Ford 250 March 2022	\$ 81.71	22128
First Bankcard	various	various	Laptop, flwr seeds, hover pay fe	\$ 2,817.73	22129
HM Life of NY	8110	Health Insur	Vision for March 2022	\$ 16.87	22130
Excellus BC/BS	8110	Health Ins	Dental ins May 2021	\$ 98.28	22131
Excellus BC/BS	8110	Health Insurance	May 2020 Health Insurance	\$ 3,039.45	22132
Total:				<u>\$ 9,403.00</u>	

Credit Card charges for the month:

Intuit Payroll Svcs	4430	Office Supplies	Employee software chg monthly	\$ 6.00	C Crd
				<u>\$ 6.00</u>	

Robert Andrews, Chair	_____	Date
Adam Cook, V.Chair	_____	Date
Becky Allen, Treasurer	_____	Date
Patrick Smith, Director	_____	Date
Kevin Acres, Director	_____	Date
John Burke, Director	_____	Date
Vacant	_____	Date

To the Treasurer:

I certify that the vouchers listed above were audited by the Board of Directors and allowed in the amounts shown. You are hereby authorized and directed to pay to each of the claimants the amount opposite it's name.

Date

Secretary/Asst. Treasurer

St. Lawrence County Soil and Water Conservation District
Profit & Loss Budget vs. Actual
 January through April 2022

	Jan - Apr 22	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
2160 Revenues			
2160 D · Other			
2160 D1 · Technical Reimbursement	18,632.97	4,100.00	14,532.97
2160 D2 · Storm Water Training	0.00	0.00	0.00
2160 D · Other - Other	150.00	250.00	-100.00
Total 2160 D · Other	18,782.97	4,350.00	14,432.97
2160 F · District Trees	9,886.57	9,000.00	886.57
2160 G · Fish Stocking Program			
2160 G2 · Fall Fish Program	0.00	4,600.00	-4,600.00
2160 G · Fish Stocking Program - Other	0.00	0.00	0.00
Total 2160 G · Fish Stocking Program	0.00	4,600.00	-4,600.00
Total 2160 Revenues	28,669.54	17,950.00	10,719.54
2401 Interest & Earnings	17.07	38.00	-20.93
2414 Equipment Rental			
2414 A · Rental of Equipment	0.00	0.00	0.00
2414 B · Rental of No Till Equipment	0.00	0.00	0.00
2414 Equipment Rental - Other	0.00	0.00	0.00
Total 2414 Equipment Rental	0.00	0.00	0.00
2665 Sale of Equipment	0.00	16,000.00	-16,000.00
2701 Refund of Expense Prior Yr	60,000.00	60,000.00	0.00
2705 Gifts & Donations	0.00	0.00	0.00
2770 Misc Revenues			
2770 A · Ag Value Assessments	2,690.00	1,610.00	1,080.00
2770 B · GIS Maps & Copies	25.00	85.00	-60.00
2770 D · Other			
2770 D4 · Sales Tax Credit	36.58	26.00	10.58
2770 D · Other - Other	4.00		
Total 2770 D · Other	40.58	26.00	14.58
Total 2770 Misc Revenues	2,755.58	1,721.00	1,034.58
2771 County Appropriations	77,923.00	115,423.00	-37,500.00
3989 State Grants & Approp.	164,802.49	144,750.00	20,052.49
4989 Federal Grants	5,799.75	28,000.00	-22,200.25
5000 Non-Revenue Receipts			
5001 · Refund of Expense, Current Year	0.00	0.00	0.00
Total 5000 Non-Revenue Receipts	0.00	0.00	0.00
Total Income	339,967.43	383,882.00	-43,914.57
Gross Profit	339,967.43	383,882.00	-43,914.57
Expense			
8730.1 Personnel			
1100 · Directors (8730.11)	0.00	1,000.00	-1,000.00
1200 · Secretaries (8730.12)	10,436.29	31,920.00	-21,483.71
1300 · Managers (8730.13)	23,080.73	70,600.00	-47,519.27

St. Lawrence County Soil and Water Conservation District
Profit & Loss Budget vs. Actual
 January through April 2022

	Jan - Apr 22	Budget	\$ Over Budget
1400 · Technicians (8730.14)			
1401 Seasonal Tech	0.00	12,200.00	-12,200.00
1400 · Technicians (8730.14) - Other	17,326.91	53,000.00	-35,673.09
Total 1400 · Technicians (8730.14)	17,326.91	65,200.00	-47,873.09
1410 · Forester (8730.14)	17,326.91	53,000.00	-35,673.09
Total 8730.1 Personnel	68,170.84	221,720.00	-153,549.16
8730.2 Equipment			
2100 · Furniture (8730.21)	0.00	200.00	-200.00
2200 · Office Equipment (8730.22)	0.00	500.00	-500.00
2300 · Motor Vehicles (8730.23)	0.00	34,000.00	-34,000.00
2400 · Field Equipment (8730.24)	2,999.34	5,000.00	-2,000.66
Total 8730.2 Equipment	2,999.34	39,700.00	-36,700.66
8730.4 Contractual Expenditures			
4010 · Construction (8730.401)	10,522.67	44,000.00	-33,477.33
4040 · Other (8730.404)			
4040 C · Bank Charges (9730.404)	0.00	0.00	0.00
4040 D · Credit Card Fees (8730.404)	345.14	500.00	-154.86
4040 E · Bad Debt/Write Off(8730.404)	0.00	0.00	0.00
4040 · Other (8730.404) - Other	325.00	3,900.00	-3,575.00
Total 4040 · Other (8730.404)	670.14	4,400.00	-3,729.86
4050 · District Trees (8730.405)	4,192.21	7,200.00	-3,007.79
4070 · Fish and Pond Stocking			
4070 B · Fall Fish Sale	0.00	4,200.00	-4,200.00
Total 4070 · Fish and Pond Stocking	0.00	4,200.00	-4,200.00
4090 · No till (8730.409)	0.00	0.00	0.00
4120 · Maps (8730.412)	0.00	0.00	0.00
4130 · Flags & Stakes (8730.413)	0.00	15.00	-15.00
4160 · Misc. Supplies (8730.416)			
4160 A · Forestry Paint (8730.416)	0.00	600.00	-600.00
4160 B · Forestry Signs (8730.416)	0.00	400.00	-400.00
4160 C · Forestry Other (8730.416)	20.05	50.00	-29.95
4160 D · Forestry Trash (9730.416)	0.00	50.00	-50.00
4160 · Misc. Supplies (8730.416) - Other	115.01	150.00	-34.99
Total 4160 · Misc. Supplies (8730.416)	135.06	1,250.00	-1,114.94
4220 · Payment to Others (8730.422)	3,412.47	2,000.00	1,412.47
4300 · Directors Travel (8730.430)	0.00	1,300.00	-1,300.00
4310 · Employees Travel (8730.431)			
4310 A · Manager Travel (8730.431)	0.00	1,860.00	-1,860.00
4310 B · Tech Travel (8730.431)	99.00	1,935.00	-1,836.00
4310 C · Forester Travel (8730.431)	0.00	1,810.00	-1,810.00
4310 D · Support Staff Travel	0.00	760.00	-760.00
Total 4310 · Employees Travel (8730.431)	99.00	6,365.00	-6,266.00
4420 · Telephone & Internet (8730.442)	199.96	700.00	-500.04
4430 · Office Supplies (8730.443)			
4430 A · Postage (8730.443)	281.88	600.00	-318.12
4430 · Office Supplies (8730.443) - Other	24.00	1,000.00	-976.00
Total 4430 · Office Supplies (8730.443)	305.88	1,600.00	-1,294.12

St. Lawrence County Soil and Water Conservation District
Profit & Loss Budget vs. Actual
January through April 2022

	Jan - Apr 22	Budget	\$ Over Budget
4440 · Info. & Education (8730.444)	0.00	550.00	-550.00
4500 · Insurance (8730.45)			
4510 · Auto Insurance (8730.451)	6,723.00	7,000.00	-277.00
4520 · General Liability (8730.452)	827.00	1,015.00	-188.00
4530 · Inland Marine	0.00	0.00	0.00
4540 · Professional Liab (8730.454)	1,495.00	1,540.00	-45.00
4550 · Bonding Insurance (8730.455)	149.00	157.00	-8.00
4560 · Other Insurance	221.19	233.00	-11.81
Total 4500 · Insurance (8730.45)	9,415.19	9,945.00	-529.81
4600 · Dues (8730.460)			
4600 A · State & Other dues			
4600 A1 · NYACD Dues	750.00	750.00	0.00
4600 A2 · NACD Dues	0.00	775.00	-775.00
4600 A3 · Farm Bureau Dues	0.00	99.00	-99.00
4600 A4 · Chamber of Commerce Dues	135.00	150.00	-15.00
4600 A5 · Grange Dues	0.00	35.00	-35.00
Total 4600 A · State & Other dues	885.00	1,809.00	-924.00
Total 4600 · Dues (8730.460)	885.00	1,809.00	-924.00
4610 · Repairs to Equipment (8730.461)	0.00	1,000.00	-1,000.00
4630 · Gas/Oil for Machinery(8730.463)	137.63	1,800.00	-1,662.37
4640 · Small Tools (8730.464)	0.00	100.00	-100.00
Total 8730.4 Contractual Expenditures	29,975.21	88,234.00	-58,258.79
6560 · Payroll Expenses	5,123.87	17,200.00	-12,076.13
8730.8 · Employee Benefits (8730.8)			
8110 · Health Insurance	11,394.90	35,000.00	-23,605.10
8130 · Retirement	6,556.25	31,500.00	-24,943.75
Total 8730.8 · Employee Benefits (8730.8)	17,951.15	66,500.00	-48,548.85
Total Expense	124,220.41	433,354.00	-309,133.59
Net Ordinary Income	215,747.02	-49,472.00	265,219.02
Net Income	215,747.02	-49,472.00	265,219.02

Manager's Report May 2022

Board:

- Dulanski submitted another request for bids for a replacement Equinox for the timing to get responses back prior to the Board meeting for consideration.
- Forestry Intern, Heidi Knaflc has started.

District Manager – Raeanne Dulanski

- Dulanski and Foster have been working on an Ag NPS grant application and 2 CRF applications
- Dulanski has been working on EQIP contract development.
- 2021 – 2022 Snowmobile Trail Grant Phase 3 has been submitted to NYS. 2022 – 2023 Phase 1 work needs to start for submission prior to May 26th Dulanski vacation.

Forester – Aaron Barrigar

- Updating county forest inventory and writing the County Forest management plan.
- Assisting with Envirothon.
- Attended early successional habitat management training in Ellenburg.
- Set up SLAM sites for 2022.
- Tree and shrub sale handout.
- Assisted with organizing game of logging chainsaw training class.
- Helped out with tree planting event with the Canton middle school Green Team.
- Continue with Landowner assistance and site visits.

Technician –Jevonnah Foster

- Learning new cropware program – now all web based, lots of changes, working on migrating current plans over and updating them
- AEM – worked on and submitted the Tier 4 project submission packet, soil sampling, new AEM participant for CNMP-small farm
- Working on CCA online prep course as time permits
- WRP – monitoring sites divided for on/off sites, letters sent out, trained intern on offsite monitoring
- Tree packing and handout
- Ag-value and maps for various producers upon request
- Helping with NARE event

Secretary – Liz Gallup

- Gallup has been working on updating office procedures and work instructions.
- Work on the budget has started
- All information has been sent into the County Auditors.
- Reviewing new record retention requirements provided by NYS Archives.

NYS Soil & Water Conservation Committee – May report attached

New York State Soil & Water Conservation Committee
Region 4 Report – May 2022
Submitted by: Ryan Cunningham – Region 4 Associate Environmental Analyst

General Updates

Suspension of In-Person Meeting Requirement: The Governor has extended the suspension of in-person meeting requirements of Open Meetings Law until **June 8th, 2022**. The COOG memo permitting the continuation of remote meetings can be found here, <https://opengovernment.ny.gov/system/files/documents/2022/04/oml-videoconferencing-amendments-041122.pdf>

NYS SWCC News

SFY 2022-2023 Environmental Protection Fund: The Enacted SFY 2022-2023 Budget is now available at www.budget.ny.gov. In total, this year's approved EPF budget is yet another very strong showing of support for conservation programs. Overall appropriations for the FY 2022-2023 EPF were approved at \$400 million, an increase of \$100 million over last fiscal year. Proposals of interest to SWCC/SWCDs in this budget include the following:

- \$20 million for Agricultural Nonpoint Source Pollution Control Projects, including \$2 million for Cornell IPM, \$500,000 for the CCE of Suffolk County and \$250,000 for Cornell's Pesticide Management Program
- \$14.5 million for Soil and Water Conservation Districts (\$3.5 million increase over last year's levels)
- \$16.75 million for the Climate Resilient Farms Program (\$12.25 million increase over last year's levels)
- \$22 million for Water Quality Improvement Program
- \$22.5 million for Oceans and Great Lakes (EBM Program funding)
- \$16.5 million for Waterfront Revitalization Program

Additionally, the approved budget authorizes the \$4.20 billion Environmental Bond Act of 2022, "Clean Air, Clean Water, and Green Jobs," to fund environmental improvements that preserve, enhance, and restore New York's natural resources and reduce the impact of climate change. The Bond Act will appear on the ballot in the 2022 general election.

SWCC Meeting: There will not be a State Committee board meeting in May – the next meeting is slated for June; date and time TBD.

Climate Resilient Farming Program Round 6: \$8 million is available to support projects. The RFP and associated documents are now available on SharePoint, <https://nysemail.sharepoint.com/sites/Agriculture/SWCC> and then navigate to Resources for Districts, Climate Resilient Farming Program, and Round 6. Project proposals are due at **4:30 p.m. on May 16th, 2022**.

AEM Leopold Conservation Award 2022: NYSDAM is partnering once again with the Sand County Foundation to present the AEM Leopold Conservation Award to recognize landowners who inspire others with their dedication to ethical land, water, and wildlife habitat management on agricultural land. The AEM Leopold Conservation Award (AEM LCA) nomination deadline has been extended to **May 27th, 2022**. The **award-winning farm will receive \$10,000 and the nominating District will receive \$1,000** from the Sand County Foundation along with having a high quality professionally produced video featuring the farm's conservation story. More information can be found at www.sandcountyfoundation.org/ApplyLCA and application materials are on the SWCC SharePoint site: <https://nysemail.sharepoint.com/sites/Agriculture/SWCC/SitePages/AEM.aspx>

Interim Reports Due: A reminder that interim reports were due (**May 1st**) for certain open and active program contracts. Interim reports should be submitted for active contracts in the following funding rounds: AGNPS Contracts (Round 21- Round 23), CAFO WSTSP (Round 1 and Round 2), CRF (Round 1 – Round 4). Interim reports should be sent to Maureen.Irish@agriculture.ny.gov, the appropriate program manager and to your Regional AEA.

Other Funding Assistance

New York Flood Adaptation Grant Writing Capacity Program: The Nature Conservancy in New York is currently seeking applications for the New York Flood Adaptation Grant Writing Capacity Program. The New York Flood Adaptation Grant

Writing Capacity Program will provide grant preparation and writing capacity to New York communities that are pursuing funding for flood adaptation and mitigation projects. This program aims to help municipalities develop successful flood adaptation and mitigation grant applications and for municipal staff and partners to develop capacity for navigating the funding landscape. Applications are due: **Wednesday, May 25 11:59 PM EST**. Applicants will need to complete this Application Submission Form prior to the submission deadline to be eligible for this program. For more information on applicant eligibility and how to apply, please refer to the Request for Proposals. Questions about this program should be submitted via e-mail to Mike McCann, Climate Adaptation Specialist (michael.mccann@tnc.org) by Wednesday, May 18 11:59 PM EST. Anonymized questions and TNC's written answers will be available to all interested communities to ensure equitable access to information for all applicants.

Frank Bratt Scholarship: A reminder to all SWCD employees that the Frank Bratt Scholarship application deadline is **June 1st**. An application can be obtained from the CDEA Website at, www.nyscdea.com Questions and/or completed applications for consideration should be sent to Scott Collins, Region 1 CDEA Representative, scott.collins@ny.nacdnet.net

NYS Water Quality Improvement Program: The Water Quality Improvement Project (WQIP) grant application period is open through **July 29, 2022**. A total of at least \$75 million is available for projects that include: Nonagricultural Nonpoint Source Abatement and Control; Land Acquisition for Source Water Protection; Salt Storage; Aquatic Connectivity Restoration and; Marine District Habitat Restoration. Apply using the Consolidated Funding Application, <https://apps.cio.ny.gov/apps/cfa/> For those interested in learning more about the CFA, the Lake Champlain-Lake George Regional Planning Board will host a webinar on **May 10th from 10 – 11am** to review CFA funding opportunities. Discussion and overviews will be led by representatives from DEC, DOS and EFC. RSVP at this link: <https://bit.ly/registrationfunding>