

Jefferson County Soil and Water Conservation District

Board of Directors Meeting – Monday, November 10, 2025

Directors present at the District Office, 25451 State Route 12, Watertown, NY: Jason Bast, Jim Nabywaniec, Dick Campany, Dan McBride, and Mike Kiechle. Others: Justin Bach, Executive Director; Katie Spaulding, Office Manager; Sarah Trick, ERS; and Sam Anderson, Forester. Absent: Tom Boxberger and Chuck Eastman.

Following the Yearly Outreach Overview presented by Sarah Trick, Chair Bast called the meeting to order at 5:30 PM. ***Director Kiechle moved to approve the October meeting minutes; seconded by Director Campany. Unanimous vote - carried.***

I REPORTS

Financial: October financial reports were reviewed; claims and bank statements were available. Open invoices total: \$6,113.00. ***Director Kiechle moved to approve the financial reports and to sign the Itemized Disbursements Report of \$103,567.95; seconded by Director McBride. Unanimous vote - carried.***

Cooperating Agencies:

SWCC – Ryan: Written report was provided to board members.
No reports for: CCE, NYACD, FSA, NRCS, JCADC

Director Reports:

Kiechle: Attended the recent Farm Bureau Resolution Committee and the State Annual Convention is scheduled for next month.

Nabywaniec: Jefferson County Administrator and Legislators would like to meet with SWCD sometime next week to review the programs/services, value, and mission statement of the District. Board of Directors for Jefferson County SWCD are welcome to attend as well.

Bach: The Nature Conservancy (TNC) fall 2025 work is done. We are working with TNC to revise the current landowner agreement for *Tapping Into Your Land's Potential*. There are 9 landowners with approximately 55 acres planned for spring 2026. AEM 18 projects (bridge and manure storage) are now complete and have started the closeout process. The District's building has 2 new exterior doors, which were painted and installed by District staff. There are 2 large piles of tires that were left on county land, and we will make arrangements to recycle them in the spring.

Working on 2 CNMPs that need to be completed before AgNPS31. Confirmed and signed off on 2,700 acres of cover crops that were installed this fall for the CRF 8 Equipment grant. Total payout for 2025 is \$273,892.90. Funds have been received by the state for both CRF 8 Tree Planting and CRF 8 Equipment. 20 acres of tree planting was included in TNC's Request for Proposal, and we should hear back soon on that. Still waiting on contract with the state for AgNPS30.

Staff Reports:

Trick: Working on writing 4 grants and the Quality Assurance Program Plan for Stony Creek.

Anderson: Continuing to re-conn and mark for white ash. Tri-State just moved in on Weston Corners. Looking into Game of Logging certification (chainsaw safety and logging techniques). Will look into utilizing a local logger to assist with blowdown in the meantime.

II CORRESPONDENCE

**Outgoing*

- A. White Ash*
- B. Indian River FFA Chapter
- C. Cornell Cooperative Extension
- D. Nurseries

III OLD BUSINESS

- A. Slack Lot – Landowner is moving forward with their own survey.

IV NEW BUSINESS

- A. TNC: Per The Nature Conservancy's *Tapping Into Your Land's Potential* tree planting program, ***Director Campany moved to approve the distribution of payments to landowners for mowing their property per their respective agreement; seconded by Director Kiechle. Unanimous vote – carried.***
- B. FLOWPA 2025-2026: ***Director Kiechle moved to approve FLOWPA 2025-2026 Annual Work Plan, Resolution #2025-12 authorizing the signing of the contract by Justin Bach, Executive Director, and the agreement in the amount of \$137,200; seconded by Director Campany. Unanimous vote – carried.***
- C. GYMO Agreement: ***Director Nabywaniec moved to renew the agreement with GYMO for engineering services, pending no significant changes in hourly rates; seconded by Director McBride. Unanimous vote – carried.***
- D. Washington Park: ***Director Kiechle moved to approve Washington Park, Stands 29 & 31, agreement extension through March 31, 2027; seconded by Director Campany. Unanimous vote – carried.***
- E. CRF 9: ***Director Kiechle moved to adopt Resolution 2025-8 (#045-5090) to apply for Climate Resilient Farming (CRF) 9, and to request the maximum funding; seconded by Director McBride. Unanimous vote – carried.***

Director Kiechle moved to adopt Resolution 2025-9 (#045-5113) to apply for Climate Resilient Farming (CRF) 9, and to request the maximum funding; seconded by Director Campany. Unanimous vote – carried.
- F. EBM Grant: ***Director Kiechle moved to adopt Resolution 2025-10 (#045-2004) to apply for the Ecosystem Based Management (EBM) Stream Corridor Management Pilot Program, up to the maximum funding; seconded by Director Campany. Unanimous vote – carried.***

Director Nabywaniec moved to adopt Resolution 2025-11 (#045-1070) to apply for the Ecosystem Based Management (EBM) Stream Corridor Management Pilot Program, up to the maximum funding; seconded by Director McBride. Unanimous vote – carried.
- G. Guardian: With a 4.5% increase in dental insurance and no change in premium for disability, ***Director Kiechle moved to renew the Guardian employee benefits package; seconded by Director Campany. Unanimous vote – carried.***

- H. Letter of Support: **Director McBride moved to approve SWCD sending a letter to Governor Hochul in support and appreciation of the Environmental Protection Fund; seconded by Director Nabywaniec. Unanimous vote – carried.**
- I. Retiree Benefit Policy: **Director Nabywaniec moved to renew the Retiree Benefit Policy with no changes; seconded by Director Kiechle. Unanimous vote – carried.**
- J. Salaries/Appraisals: **Director Kiechle moved to enter executive session to discuss the employment of a particular person(s); seconded by Director McBride. Unanimous vote – carried.**

Sarah Trick and Sam Anderson left the room at 6:21 PM.

Katie Spaulding left the room at 6:33 PM.

Katie Spaulding returned to the room and Justin Bach left the room at 6:35 PM.

Executive session ended at 6:39 PM and everyone returned to the meeting room.

Director Kiechle moved to approve steps for all employees for 2026; seconded by Director Nabywaniec. Unanimous vote – carried.

- K. 2026 Budget: After reviewing the proposed budget, **Director Kiechle moved to adopt the 2026 budget of \$1,016,773; seconded by Director Nabywaniec. Unanimous vote – carried.**

Meeting adjourned at 6:56 PM.

Next meeting: Monday, December 15, 2025, at 5:30 PM due to a scheduling conflict the week prior.
A brief staff presentation may be provided at 5:15 PM.

Director

Date

Director

Date