

Jefferson County Soil and Water Conservation District

Board of Directors Meeting – Monday, March 23, 2026

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

Following the Hyde Lake/Clarkson Partnership presented by Sarah Trick, and the District Law training provided by Ryan Cunningham, Chair Bast called the meeting to order at 5:30 PM. **Director Kiechle moved to approve the February meeting minutes; seconded by Director Campany. Unanimous vote - carried.**

I REPORTS

Financial:

February financial reports were reviewed; claims and bank statements were available. Open invoices total: \$74,656.43. **Director Boxberger moved to approve the financial reports and to sign the Itemized Disbursements Report of \$41,897.20; seconded by Director Kiechle. Unanimous vote - carried.**

Cooperating Agencies:

SWCC – Ryan: AgNPS31 is open and submissions are due by April 20, 2026. Applications for the AEM Leopold Conservation Award 2026 are due by May 15, 2026. The next SWCC meeting is April 21, 2026. The 2026 NYS Envirothon will be held at SUNY Cortland May 27-28, 2026, and volunteers are still needed. CRF 10 will be coming this fall. The draft EPF was received, which shows a potential increase to state aid. More information to come pending the final budget. AEM Tier 4 projects are due by May 1, 2026. CRF 9 awards have been released.

NYACD – NYACD Annual Training & Meeting will be October 26-27, 2026, held at the Hampton Inn in Penn Yan, NY. Director's attendance counts towards Performance Measures.

CCE – Isaac: Flyers and details provided for: Farmers Market Resiliency Grant, Youth Employment Program (Agriculture), and Tractor Safety Course.

No reports for: FSA, JCADC, NRCS

Director Reports:

Nabywaniec – Due to the Highway Department's priority projects, the District's driveway may need to be completed by someone else or pushed out until next year.

Kiechle – Jefferson County Agricultural Development Conference is March 27, 2026, at the Hilton Garden Inn in Watertown, NY, 9:00 AM – 5:00 PM. Commissioner Ball will be speaking.

Bach – We will be meeting with The Nature Conservancy (TNC) and sub-contractors on Wednesday to discuss the spring plantings. The District's annual tree sale has concluded, and 8,451 trees were ordered. Pickup for tree orders will be on Friday, April 10, 2026.

ACRs have been posted for the MS4 website for public comment. The new contract for Jefferson County Stormwater Coalition will be drafted for the May meeting to include up to \$70,000 for 2026. We received the mapping grant but are still waiting for the contract.

AEM 18 is still waiting for state committee review. No updates to CRF 8 Equipment. The 73 acres for the CRF 8 tree planting will begin this spring; site prep will begin soon. We anticipate closing this out at the end of 2026 upon completion. We submitted 2 applications for the CRF 9 grant; award notifications have been provided but pending public announcement. We have received the funds requested for AgNPS30. AgNPS31 was released and applications are due April 20, 2026; currently working on 9 applications.

We will be utilizing Oswego County SWCD to oversee and assist with marking SEW for another white ash sale, and other forestry-related activities as needed. We will be working on creating a priority list to provide the county for projects needed on county forest.

Staff Reports:

Birth: Written report – Finished the Franklin County design. Working on 2 local AgNPS designs, assisting Jefferson County Highway Department with some culvert designs, and preparing for tree plantings. Completed 2 sessions of the 4-Hour Erosion & Sediment Control Training earlier this month. Looking into the permit process for the driveway, it appears to be much more intensive than expected.

Anderson: Written report – Working on completing soil group worksheets, in which 108 have been completed to date. Expects to be marking SEW harvest soon, preparing for the tree sale, and attending/assisting with SW CARES and the Indian River tree planting.

Trick: Writing 9 AgNPS grant applications. Began water sampling for Stony Creek 9E and preparing for SW CARES.

II CORRESPONDENCE

**Outgoing*

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|---------------------------------|------------------------------------|
| A. TNC: Planting With Purpose* | E. NYACD |
| B. Soil Group Worksheets* | F. WEX |
| C. Jefferson Co. Farm Bureau | G. Bauer Concrete and Masonry Inc. |
| D. Alliance for the Great Lakes | H. FNBO |

III OLD BUSINESS

- A. Slack Lot – No update.
- B. Driveway – Due to Jefferson County Highway’s priority list and the permit process, this may be pushed out until next year.
- C. Internships – We have been working with the Human Resources Department to establish what positions we can hire for seasonal work. We can hire a Soil & Water Intern (enrolled in college) and/or a Laborer. We currently have 3 people interested; 2 through the BOCES program and 1 that is currently enrolled in college. We are also open to taking on a student for an unpaid internship starting next month pending completion of paperwork.

IV NEW BUSINESS

- A. Audit Report: No action required at this time.

B. AEM 19 Projects: We were approved for \$720,000 over 3 years for AEM 19; submitted applications were reviewed and ranked according to various factors. Justin reviewed the resolutions and proposed projects:

1. Resolution #2026-1, AEM Farm #045-5130 for drainage/pasture management
2. Resolution #2026-2, AEM Farm #045-1098 for drainage/pasture management
3. Resolution #2026-3, AEM Farm #045-5128 for irrigation/water source
4. Resolution #2026-4, AEM Farm #045-5129 for pasture management/water source
5. Resolution #2026-5, AEM Farm #045-4063 for irrigation/water source

Director Kiechle moved to approve AEM Resolutions #2026-1 through 2026-5 as described above; seconded by Director Boxberger. Unanimous vote – carried.

Chair Bast left the meeting at 6:01 PM and Director Kiechle took over presiding.

C. AgNPS Round 31: Justin reviewed resolutions and proposed projects:

1. Resolution 2026-6, Farm #045-1035 for covered barnyard
2. Resolution 2026-7, Farm #045-6014 for bedded pack barn
3. Resolution 2026-8, Farm #045-2005 for total collection
4. Resolution 2026-9, Farm #045-2039 for manure storage
5. Resolution 2026-10, Farm #045-1058 for manure storage
6. Resolution 2026-11, Farm #045-2057 for manure storage
7. Resolution 2026-12, Farm #045-2079 for manure storage
8. Resolution 2026-13, Farm #045-4034 for roof over concrete pad

Director Boxberger moved to approve AgNPS Resolutions #2026-6 through 2026-13 as described above; seconded by Director Company. Unanimous vote – carried.

Chair Bast returned to the meeting at 6:05 PM and continued presiding.

D. Stormwater Coalition: The Jefferson County Stormwater Coalition increased the annual limit from \$35,000 to \$70,000. The Coalition has the option to cease further assistance from the District once the \$70,000 is reached, or to make an additional payment for the additional hours. The updated contract will be presented for approval at the Coalition meeting in May. ***Director Kiechle moved to renew the agreement with the updated terms with the Jefferson County Stormwater Coalition; seconded by Director Boxberger. Unanimous vote – carried.***

Meeting adjourned at 6:06 PM.

Next meeting: Monday, April 27, 2026, at 5:30 PM. A brief staff presentation may be provided at 5:15 PM.

Director

Date

Director

Date