

Jefferson County Soil and Water Conservation District

Board of Directors Meeting – Monday, September 28, 2026

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

Director Boxberger called the meeting to order at 5:30 PM. ***Director Campany moved to approve the August meeting minutes; seconded by Director Nabywaniec. Unanimous vote - carried.***

I REPORTS

Financial:

August financial reports were reviewed; claims and bank statements were available. Open invoices total: \$0. ***Director Nabywaniec moved to approve the financial reports and to sign the Itemized Disbursements Report of \$70,636.77; seconded by Director Campany. Unanimous vote - carried.***

Cooperating Agencies:

SWCC – Ryan Cunningham’s written report was made available to board members.

Justin, Katie, and Director Kiechle will be attending the SWCC Managers’ Meeting, November 4-5. This will complete Performance Measure 1g for Board Members. The Annual Plan of Work and Part B requests for 2027 are due by November 1st.

CCE – Isaac provided an update on recent trainings held and supplied flyers for upcoming training opportunities.

No reports for: NYACD, FSA, JCADC, NRCS

Director Reports:

Boxberger: The Green Corners Solar Project in the Towns of Watertown and Hounsfield is being resurrected; trying to get a meeting set up with the developers.

McBride: Sugar Maple Solar will be starting construction next year in the Town of Wilna.

Nabywaniec: The County has been working on the budget for next year. Due to many factors, the budget over the next few years will be very difficult, specifically for the authorized agencies.

Campany: Attending the State Grange meeting in two weeks.

Bach: Site prep has begun for the fall tree plantings through The Nature Conservancy (TNC). The planting crew will be up in two weeks to plant 20 acres for three landowners and replace tree tubes on previous plantings. They will deliver our 2,000 tubes and stakes at that time as well.

Spencer Edgar Witchley white ash harvest is underway. With the help of two interns over the summer, we were able to dedicate more time and resources to the Jefferson County Trails, e.g., added gravel, filled in ruts, removed brush, replaced signs, installed 3 donated benches, and completed more frequent mowings.

Working on the top two Tier 3 plans for AEM 19 and one CNMP for Jefferson County. Completed one CNMP last week. Started soil sampling; 250 samples will need to be completed this year. Going to Oswego County within the next two weeks to soil sample for a CNMP.

Received the seed test results back from the lab for CRF 8. There are discrepancies with the formulas for rates, so once verification is made, the farms will receive their payout for the fall cover crops. GYMO has finished a design for AgNPS 30, and it's been sent to NRCS for review. Once the design is finalized, a request for proposals will be shared. George will develop the SWPP. George completed the design for another AgNPS 30 project, and it's been sent to the PE for approval. The third awardee for AgNPS 30 wants to have a meeting to discuss the project, as he's pursuing funding with NRCS.

We were awarded 2 contracts for AgNPS 31 and confirmed that AEM funds can be used to cover engineering costs.

Staff Reports:

Trick: The Jefferson County Stormwater Coalition selected a contractor (C&S) for the MS4 Mapping Grant. They held the kickoff meeting and C&S has already started the work with the municipalities. The District is just handling the administrative end of things now. Attended the Drinking Water Source Protection Program (DWSP2) for the Village of Clayton. NYSDEC audited a recent water sampling and no issues were reported. Started reviewing CRF 10 information and will be working on the grant applications. Continuing to complete monthly/quarterly mapping requirements. Working on the contract for Vance Shores; hoping the projects can be done this year. Attending a few education and outreach events over the next couple of months.

Anderson: Joe at Oswego County SWCD came up last week to walk the woodlots and provide mentorship. Planning to visit Joe to walk Oswego sites next month. Continuing to prepare for the Fall 2026 tree plantings with TNC. Planning to write Planting Plans for Spring 2027 soon. Continuing to check on active jobs. The Jefferson County Trails have been cleaned up. Attending the Great Outdoor Ag-Venture Day at Camp Wabasso later this week.

Birth: Written Report – Working on SWPP and NOI for permits. Working on AEM 19 and a culvert preliminary design. Finishing up interim reports for MS4s. The prospectus for Vance Shores has been sent out; bids are due by October 9th. Attending Conservation Skills Workshop next week.

II CORRESPONDENCE

- A. JC Treasurer: White Ash Harvest*
- B. Tug Hill Commission

**Outgoing*

- C. MS4 Stormwater Mapping Grant*
- D. Farm Bureau

III OLD BUSINESS

- A. Slack Lot – No update.
- B. Driveway – Online registration has been completed to begin the permit process.
- C. Internships – Hazel's last day was September 8th.

IV NEW BUSINESS

- A. MS4 Mapping: ***Director Nabywaniec moved to adopt Resolution #2026-14 to move forward with the execution of the MS4 Mapping Grant on behalf of the Jefferson County Stormwater Coalition, to include opening an interest-bearing bank account, the transfer of funds, and to make payments to the contractor prior to reimbursement from NYSDEC; seconded by Director Campany. Unanimous vote – carried.***
- B. JC Stormwater Coalition: The District is overseeing the MS4 Mapping Grant on behalf of the Jefferson County Stormwater Coalition. The Coalition has agreed to give the District \$23,000 to hold as the in-kind requirements, and up to an additional \$17,000, if needed, for the duration of the MS4 Mapping

Grant. If the Coalition meets the in-kind requirements by the end of the contract, the District will return such funds, plus interest earned. ***Director Campany moved to approve opening a bank account to hold, transfer, and return Jefferson County Stormwater Coalition funds, as needed, upon contract completion; seconded by Director Nabywaniec. Unanimous vote – carried.***

C. FLOWPA 2026-2027: No action.

Justin Bach left the meeting at 6:15 PM.

D. AEM 19: AEM 19 Projects were previously approved in March 2026, with the remaining \$50,000 reserved for post-planting tree stewardship. The following resolution and project proposed:

Resolution 2026-16, AEM Farm #s: 045-1093, 045-4063, 045-2003, and 045-4040 for post-planting tree stewardship.

Director Nabywaniec moved to approve AEM Resolution #2026-16; seconded by Director McBride. Unanimous vote – carried.

E. CRF 8 Tree Planting: Upon SWCC’s review and approval, ***Director Nabywaniec moved to approve the final transfer and closeout of the Watertown Savings Bank CRF 8 Tree Planting bank account; seconded by Director Campany. Unanimous vote – carried.***

Justin Bach returned to the meeting at 6:16 PM.

F. Part B Project 2027: ***Director Nabywaniec moved to approve the 2027 Part B project, contributing toward the replacement of tree tubes from a 2025 TNC tree planting; seconded by Director McBride. Unanimous vote – carried.***

G. 2026 Budget Amendment: ***Director Nabywaniec moved to adopt Resolution #2026-15 that outlines the amendment to the 2026 Adopted Budget; seconded by Director Campany. Unanimous vote – carried.***

H. 2027 Annual Plan of Work: ***Director McBride moved to approve the Annual Plan of Work for 2027; seconded by Director Nabywaniec. Unanimous vote – carried.***

Meeting adjourned at 6:27 PM.

Next meeting: Monday, October 26, 2026, at 5:30 PM.

A brief staff presentation may be provided at 5:15 PM.

Director

Date

Director

Date