



# AG/Planning/Environmental

## Committee Meeting

60 Central Ave.  
Cortland, NY 13045  
<http://www.cortland-co.org>

~ Minutes ~

Tuesday, July 6, 2021

10:00 AM

Board Room

### CALL TO ORDER

The meeting was called to order at 10:10 AM by Committee Chair Kevin Fitch

| Attendee Name              | Organization                       | Title                     | Status  | Arrived |
|----------------------------|------------------------------------|---------------------------|---------|---------|
| Douglas Bentley            | Cortland County, NY                | Committee Member          | Present |         |
| Beau Harbin                | Cortland County, NY                | Committee Member          | Present |         |
| Ronald J. Van Dee          | Cortland County, NY                | Committee Member          | Present |         |
| Susan Wilson               | Cortland County, NY                | Committee Member          | Present |         |
| Kevin Fitch                | Cortland County, NY                | Committee Chair           | Present |         |
| Joseph Nauseef             | Cortland County, NY                | Committee Member          | Excused |         |
| Mitchel Eccleston          | Cortland County, NY                | Committee Vice-Chair      | Present |         |
| Savannah Hempstead         | Cortland County, NY                | Clerk, Legislature        | Present |         |
| Rob Corpora                | Cortland County, NY                | County Administrator      | Present |         |
| Richard Stock              | Cortland County, NY                | Board Member              | Present |         |
| Ann Homer                  | Cortland County, NY                | Committee Member          | Present |         |
| Paul Heider                | Cortland County, NY                | Board Member              | Present |         |
| Christopher Newell         | Cortland County, NY                | Board Member              | Present |         |
| Trisha Jesset              | Cortland County, NY                | Director of Planning      | Present |         |
| Amanda Barber              | Soil & Water Conservation District | Executive Director        | Present |         |
| Don Fisher                 | Little York Lake Association       | Member                    | Present |         |
| Gary Lawrence              | Little York Lake Association       | Member                    | Present |         |
| Kelly L. Fairchild-Preston | Cortland County, NY                | Board Member              | Present |         |
| Linda Jones                | Cortland County, NY                | Board Member              | Present |         |
| Valerie Puma               | Cortland Standard                  | Reporter                  | Present |         |
| George Wagner              | Cortland County, NY                | Board Member              | Present |         |
| Cathy Bischoff             | Cortland County, NY                | Board Member              | Present |         |
| Wendy Franklin             | Cortland County, NY                | Assistant County Attorney | Present |         |

## MINUTES

Ag/Planning/Environmental - Committee Meeting - Jun 8, 2021 10:00 AM

|                  |                                                    |
|------------------|----------------------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>                        |
| <b>MOVER:</b>    | Beau Harbin, Committee Member                      |
| <b>SECONDER:</b> | Mitchel Eccleston, Committee Vice-Chair            |
| <b>AYES:</b>     | Bentley, Harbin, Van Dee, Wilson, Fitch, Eccleston |
| <b>EXCUSED:</b>  | Joseph Nauseef                                     |

## DISCUSSION ITEMS

Little York Lake Association Discussion

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

Review Cortland County Planning Board Bylaws

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

## RESOLUTIONS

AGENDA ITEM NO. 1 – Appoint Members - Cortland County Planning Board

It was MOVED by Mr. Fitch, SECONDED by Mr. Bentley, and unanimously approved by voice vote of members present, to enter into an executive session to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. MOTION CARRIED.

An executive session was held from 10:29 a.m. to 11:02 a.m., at which time on motion of Mr. Fitch, seconded by Mr. Stock, and unanimously approved to exit executive session.

It was MOVED by Mr. Fitch, SECONDED by Mr. Eccleston, and unanimously approved by voice vote of members present to amend the resolution to remove the third WHEREAS clause and to remove the third appointee listed.

|                  |                                                    |
|------------------|----------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                        |
|                  | <b>Next: 7/22/2021 6:00 PM</b>                     |
| <b>MOVER:</b>    | Susan Wilson, Committee Member                     |
| <b>SECONDER:</b> | Beau Harbin, Committee Member                      |
| <b>AYES:</b>     | Bentley, Harbin, Van Dee, Wilson, Fitch, Eccleston |
| <b>EXCUSED:</b>  | Joseph Nauseef                                     |

ON MOTION OF HEIDER

RESOLUTION NO.

### **Appoint Members - Cortland County Planning Board**

WHEREAS, the terms of current members of the Cortland County Planning Board will be expiring on June 30, 2021, AND

WHEREAS, Amy Bertini and Charles Feiszli have expressed interest in being reappointed to the Cortland County Planning Board, AND

WHEREAS, Article III of the Cortland County Planning Board by-laws state vacancies shall be

filled by appointment by the Legislature in accordance with Section 1 of Article III of said by-laws, AND

RESOLVED, that the following be and hereby are appointed to the Cortland County Planning Board for the terms as provided below:

| Name            | Address                                             | Municipality     | Term Expiration |
|-----------------|-----------------------------------------------------|------------------|-----------------|
| Charles Feiszli | 27 N. Church Street<br>Cortland, NY 13045           | City of Cortland | 6/30/2025       |
| Amy Bertini     | 6174 Little York Lake Road<br>Little York, NY 13087 | Town of Preble   | 6/30/2025       |

AGENDA ITEM NO. 2 – Authorize Negative Declaration of Environmental Impact Under State Environmental Quality Review (SEQR) for Consolidated Agricultural District 2021-2029 - Planning Department

|                  |                                                    |
|------------------|----------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                        |
|                  | <b>Next: 7/22/2021 6:00 PM</b>                     |
| <b>MOVER:</b>    | Beau Harbin, Committee Member                      |
| <b>SECONDER:</b> | Douglas Bentley, Committee Member                  |
| <b>AYES:</b>     | Bentley, Harbin, Van Dee, Wilson, Fitch, Eccleston |
| <b>EXCUSED:</b>  | Joseph Nauseef                                     |

**ON MOTION OF FITCH**

**RESOLUTION NO.**

**Authorize Negative Declaration of Environmental Impact Under State Environmental Quality Review (SEQR) for Consolidated Agricultural District 2021-2029 - Planning Department**

WHEREAS, Article 25-AA, Section 303 (a) of the Agriculture and Markets Law, states that the County Legislature shall review any agricultural district created eight years after the date of the creation and every eight years thereafter, AND

WHEREAS, having reviewed the criteria contained in 6NYCRR, Section 617.7, Cortland County finds that there will be no significant adverse environmental impact resulting from the modification of this district, AND

WHEREAS, it is the County's intent to support meaningful local farmland protection, encourage active farming on viable agricultural lands and strengthen current developmental patterns to reflect a rural lifestyle, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a Declaration of Environmental Impact under State Environmental Quality Review stating that there will be no significant adverse environmental impact resulting from the modification and adoption of the Cortland County Consolidated Agricultural District.

## MONTHLY REPORTS

Planning Activity Report - July 2021

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

Planning Department Monthly Budget Report

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

Cooperative Extension Monthly Report

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

Soil & Water Conservation District Monthly Report

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

SPCA Monthly Report

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

## ADJOURNMENT

The meeting was closed at 11:17 AM



# AG/Planning/Environmental

## Committee Meeting

60 Central Ave.  
Cortland, NY 13045  
<http://www.cortland-co.org>

### ~ Minutes ~

Tuesday, June 8, 2021

10:00 AM

Board Room

### CALL TO ORDER

The meeting was called to order at 10:06 AM by Committee Chair Kevin Fitch

| Attendee Name              | Organization                                       | Title                      | Status  | Arrived |
|----------------------------|----------------------------------------------------|----------------------------|---------|---------|
| Douglas Bentley            | Cortland County, NY                                | Committee Member           | Present |         |
| Beau Harbin                | Cortland County, NY                                | Committee Member           | Present |         |
| Ronald J. Van Dee          | Cortland County, NY                                | Committee Member           | Present |         |
| Susan Wilson               | Cortland County, NY                                | Committee Member           | Present |         |
| Kevin Fitch                | Cortland County, NY                                | Committee Chair            | Present |         |
| Joseph Nauseef             | Cortland County, NY                                | Committee Member           | Present |         |
| Mitchel Eccleston          | Cortland County, NY                                | Committee Vice-Chair       | Present |         |
| Rob Corpora                | Cortland County, NY                                | County Administrator       | Present |         |
| Ann Homer                  | Cortland County, NY                                | Committee Member           | Present |         |
| George Wagner              | Cortland County, NY                                | Board Member               | Present |         |
| Cathy Bischoff             | Cortland County, NY                                | Board Member               | Present |         |
| Paul Heider                | Cortland County, NY                                | Board Member               | Present |         |
| Trisha Jesset              | Cortland County, NY                                | Director of Planning       | Present |         |
| Dan Dineen                 | Cortland County, NY                                | Planning Department        | Present |         |
| Amanda Barber              | Cortland County Soil & Water Conservation District | Executive Director         | Present |         |
| Valerie Puma               | Cortland Standard                                  | Reporter                   | Present |         |
| Kelly L. Fairchild-Preston | Cortland County, NY                                | Board Member               | Present |         |
| Shawn Irpy                 | Cortland County Soil & Water Conservation District |                            | Present |         |
| Richard Stock              | Cortland County, NY                                | Board Member               | Present |         |
| Wendy Franklin             | Cortland County, NY                                | Assistant County Attorney  | Remote  |         |
| Dana Havas                 | Cooperative Extension                              |                            | Remote  |         |
| Andrea Herzog              | Cortland County, NY                                | Director, Budget & Finance | Remote  |         |

Minutes Acceptance: Minutes of Jun 8, 2021 10:00 AM (MINUTES)

## MINUTES

Ag/Planning/Environmental - Committee Meeting - May 11, 2021 10:00 AM

|                  |                                                             |
|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>ACCEPTED [UNANIMOUS]</b>                                 |
| <b>MOVER:</b>    | Joseph Nauseef, Committee Member                            |
| <b>SECONDER:</b> | Beau Harbin, Committee Member                               |
| <b>AYES:</b>     | Bentley, Harbin, Van Dee, Wilson, Fitch, Nauseef, Eccleston |

## RESOLUTIONS

AGENDA ITEM NO. 1 – Authorize Agreement Bus Shelter - Cortland County Planning Department

|                  |                                                             |
|------------------|-------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                                 |
|                  | <b>Next: 6/15/2021 10:00 AM</b>                             |
| <b>MOVER:</b>    | Beau Harbin, Committee Member                               |
| <b>SECONDER:</b> | Susan Wilson, Committee Member                              |
| <b>AYES:</b>     | Bentley, Harbin, Van Dee, Wilson, Fitch, Nauseef, Eccleston |

### ON MOTION OF FITCH

### RESOLUTION NO.

#### Authorize Agreement Bus Shelter - Cortland County Planning Department

WHEREAS, the Village of Homer is requesting a bus shelter to be installed at the Homer Recreation Building located at 53 Main Street, Homer, New York, AND

WHEREAS, a single shelter is under the threshold necessary for bidding, but requires three written quotes, AND

WHEREAS, monies received from the Federal 5311 Capital Grant will be used for the purchase of the bus shelter and are in the 2021 budget line A56305.52015, AND

WHEREAS, the Cortland County Planning Department has solicited and received three written quotes as follows:

| Company                        | Address                                             | Quote    |
|--------------------------------|-----------------------------------------------------|----------|
| Brasco International, Inc.     | 32400 Industrial Drive<br>Madison Heights, MI 48071 | \$6,475  |
| Austin Mohawk and Company, LLC | 2175 Beechgrove Place<br>Utica, NY 13501-1797       | \$8,570  |
| Columbia Equipment Company     | 72 Albany Avenue Freeport,<br>NY 11520              | \$15,739 |

, AND

WHEREAS, the lowest overall responsible quote for a bus shelter was from Brasco International, Inc., of 32400 Industrial Drive, Madison Heights, MI 48071, AND

WHEREAS, the Village of Homer has agreed to assume responsibility for the maintenance and liability of the bus shelter, including the clearing of snow, providing clear walkways for passengers and keeping it free of trash and graffiti, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval as to form by the County Attorney or designee, is hereby authorized to sign an agreement with Brasco International, Inc., of 32400

Minutes Acceptance: Minutes of Jun 8, 2021 10:00 AM (MINUTES)

Industrial Drive, Madison Heights, MI 48071 for a bus shelter to be delivered to the Village of Homer.

AGENDA ITEM NO. 2 – A Resolution of the Cortland County Legislature Regarding the Cayuga Lake Total Maximum Daily Load (TMDL)

**RESULT:**           **APPROVED [UNANIMOUS]**

**Next: 6/24/2021 6:00 PM**

**MOVER:**           Kevin Fitch, Committee Chair

**SECONDER:**      Ronald J. Van Dee, Committee Member

**AYES:**            Bentley, Harbin, Van Dee, Wilson, Fitch, Nauseef, Eccleston

**ON MOTION OF FITCH**

**RESOLUTION NO.**

**A Resolution of the Cortland County Legislature Regarding the Cayuga Lake Total Maximum Daily Load (TMDL)**

WHEREAS, The Federal Clean Water Act requires states to periodically assess and report on the quality of waters in their state and the New York State Section 303(d) List of Impaired/TMDL Waters identifies those waters that do not support appropriate uses and that may require development of a Total Maximum Daily Load (TMDL), AND

WHEREAS, Cayuga Lake, Southern End, has appeared on the New York State Department of Conservation (NYSDEC) Section 303(d) waterbody list since 2002 as requiring the development of a TMDL because it does not support its best uses of primary and secondary contact recreation and is threatened as a public water supply due to a phosphorus impairment and silt/sediment loads, AND

WHEREAS, a draft TMDL for the entirety of Cayuga Lake was released on April 7<sup>th</sup>, 2021 announcing a proposed nutrient pollution reduction “budget” with a goal of reducing phosphorus in the entire lake, corrective for the Southern end and protective for balance of the lake, with silt and sediment loads being largely ignored, AND

WHEREAS, Fall Creek is the largest drainage area to the lake, including nearly 18,900 acres in the Cortland County Townships of Harford, Virgil, Cortlandville, Homer and Scott, AND

WHEREAS, the last public information session was held in March of 2016, 5 years prior to the release of the TMDL, AND

WHEREAS, within the TMDL it states “Notice of availability of the Draft Cayuga Lake TMDL was made to local government representatives and interested parties. The Draft Cayuga Lake TMDL was publicly noticed in the Environmental Notice Bulletin on 04/07/2021.”, AND

WHEREAS, outreach and communication from NYSDEC to the aforementioned municipalities, the County of Cortland, and the Cortland County Soil and Water Conservation District (SWCD) regarding the Draft Cayuga Lake TMDL was minimal and did not allow for questions, comments, consideration, and understanding of the complex nature of the TMDL, and the social, economic, and environmental implications on our communities , AND

WHEREAS, the proposed TMDL recommendations have the potential to impact Cortland County municipalities and their constituents including agricultural producers and forest landowners, who represent two of the identified sectors slated to implement phosphorus reducing best management practices, AND

Minutes Acceptance: Minutes of Jun 8, 2021 10:00 AM (MINUTES)

WHEREAS, the Cortland County SWCD along with neighboring SWCDs within the Cayuga Lake Watershed, the Cayuga Lake Inter-municipal Organization, the Cayuga Lake Watershed Network and other professionals and concerned citizens will be providing comments to the NYSDEC , NOW, THEREFORE BE IT

RESOLVED, that the Cortland County Legislature requests that the NYSDEC engage in a comprehensive outreach campaign, targeting all local municipalities, to review the proposed TMDL, and conduct stakeholder meetings and other public forums to review the submitted comments and their responses, allowing for greater involvement and understanding of the TMDL for Cayuga Lake prior to releasing a final version.

## ACTION ITEMS

AGENDA ITEM NO. 3 – Appoint Members - Agricultural and Farmland Protection Board

|                |                                                             |
|----------------|-------------------------------------------------------------|
| <b>RESULT:</b> | <b>APPROVED [UNANIMOUS]</b>                                 |
|                | <b>Next: 6/24/2021 6:00 PM</b>                              |
| <b>AYES:</b>   | Bentley, Harbin, Van Dee, Wilson, Fitch, Nauseef, Eccleston |

ON MOTION OF HEIDER

RESOLUTION NO.

### Appoint Members - Agricultural and Farmland Protection Board

WHEREAS, Resolution No. 182-93 created the Cortland County Agricultural and Farmland Protection Board, AND

WHEREAS, the Agricultural and Markets Law Section 302 (b) designates appointments are to be made by the Chair of the Legislature, AND

RESOLVED, that the following be and hereby is appointed to the Cortland County Agricultural and Farmland Protection Board for the terms indicated below:

| Name           | Address/Designation                           | Capacity                                  | Term to Expire      |
|----------------|-----------------------------------------------|-------------------------------------------|---------------------|
| William Weddle | 5249 Route 281 Homer,<br>New York 13077       | Farmer                                    | 12/31/24            |
| Laura Fox      | 60 Central Avenue Cortland,<br>New York 13045 | Director of Real Property Tax<br>Services | Duration of<br>Term |
| Trisha Jesset  | 60 Central Avenue Cortland,<br>New York 13045 | Director of Planning                      | Duration of<br>Term |

Minutes Acceptance: Minutes of Jun 8, 2021 10:00 AM (MINUTES)

## DISCUSSION ITEMS

4. SPCA Monthly Report

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

5. State Environmental Quality Review Short Environmental Assessment Form for Agricultural Districts

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

6. June Monthly Budget Report - Planning Department

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

7. Soil & Water Conservation District Monthly Report

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

8. Cooperative Extension Monthly Report

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

9. Seven Valleys Health Coalition Report

|                |                  |
|----------------|------------------|
| <b>RESULT:</b> | <b>COMPLETED</b> |
|----------------|------------------|

## ADJOURNMENT

The meeting was closed at 11:00 AM

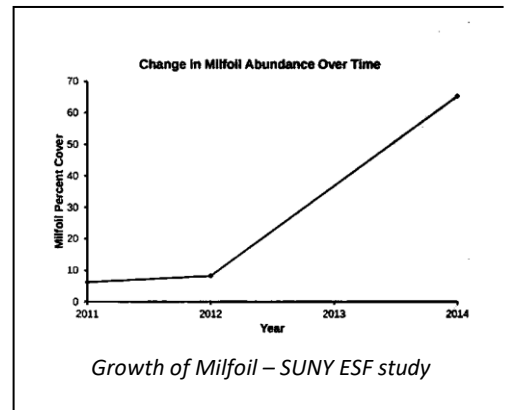
Minutes Acceptance: Minutes of Jun 8, 2021 10:00 AM (MINUTES)



## Little York Lake Sustainable Lake District

### Background

- Invasive species introduced to LYL primarily through public boat launch
  - Starry Stonewort (SSW) – 80's
  - Curly-leaved pondweed – 90's
  - Zebra Mussels – early 00's
  - Variable Leaf Milfoil (VLM) – early 10's
- By 2014 VLM had overtaken the lake and reduced usability, threatening property values and public use
- LYLPS developed a lake management plan in 2015 with input from Towns of Homer and Preble, Cortland County, and CC Soil and Water Conservation District
- Worked multiple treatment tools from 2016
- Began herbicide treatments in 2019 using donations from lake residents combined with funds from SWCD
- Formed a committee of ~10% of homeowners to develop long-term funding approaches in 2020



### Proposal

- Funding committee recommended forming tax district using an *ad valorem* tax
- Since the lake is in two towns, we are moving forward with a county district
- Request the county implement the district based on petitions

|                   | 2019   | 2020   | 2021   |
|-------------------|--------|--------|--------|
| Donors            | 65     | 76     | 80     |
| Total Donations   | 15,197 | 12,852 | 12,069 |
| SWCD              | 4,220  | 6,749  | 7,500  |
| Total Income      | 19,417 | 19,601 | 19,569 |
| Treatment Expense | 14,943 | 16,770 | 19,847 |
| Balance Forward   | 4,474  | 7,305  | 7,027  |

Funding for Lake Treatments 2019-21

### Status

- LYLPS has engaged an attorney
- Briefed county legislators and county attorney on 5/5/21
- Collecting petitions from property owners through the summer, currently at ~60% of owners signing
- Briefed both towns, have a resolution of support from the Town of Preble and asking for same from the Town of Homer on 7/7

# **CORTLAND COUNTY PLANNING BOARD**

## **BYLAWS**

**Bylaws of the  
Cortland County Planning Board**

**TABLE OF CONTENTS**

|                                                                                                 | <u>Page #</u> |
|-------------------------------------------------------------------------------------------------|---------------|
| <b>ARTICLE I – ESTABLISHMENT, PURPOSE AND DUTIES</b>                                            |               |
| Section 1 – Establishment                                                                       | 1             |
| Section 2 – Purpose                                                                             | 1             |
| Section 3 – Duties                                                                              | 1             |
| <b>ARTICLE II – DEFINITIONS</b>                                                                 | 1             |
| <b>ARTICLE III – MEMBERS AND TERMS OF OFFICE</b>                                                |               |
| Section 1 – Number                                                                              | 1             |
| Section 2 – Ex-Officio Members                                                                  | 2             |
| Section 3 – Terms of Office                                                                     | 2             |
| Section 4 – Vacancies                                                                           | 2             |
| Section 5 – Removal from Membership                                                             | 2             |
| <b>ARTICLE IV – MEETINGS OF THE BOARD</b>                                                       |               |
| Section 1 – Regular                                                                             | 2             |
| Section 2 – Special                                                                             | 2             |
| Section 3 – Annual                                                                              | 3             |
| Section 4 – Quorum                                                                              | 3             |
| <b>ARTICLE V – OFFICERS, NOMINATION, ELECTION, DUTIES<br/>                    AND VACANCIES</b> |               |
| Section 1 – Composition                                                                         | 3             |
| Section 2 – Nominations                                                                         | 3             |
| Section 3 – Election                                                                            | 3             |
| Section 4 – Duties                                                                              | 3             |
| Section 5 – Vacancies                                                                           | 4             |
| <b>ARTICLE VI – COMMITTEES</b>                                                                  |               |
| Section 1 – Standing Committees                                                                 | 4             |
| Section 2 – Special Committees                                                                  | 4             |
| Section 3 – Quorum                                                                              | 5             |
| <b>ARTICLE VII – PARLIAMENTARY AUTHORITY</b>                                                    | 5             |
| <b>ARTICLE VIII – AMENDMENTS</b>                                                                |               |
| Section 1 – Planning Board or Planning Director Recommendations                                 | 5             |
| Section 2 – Amendments Required by Statute                                                      | 5             |

## Bylaws of the Cortland County Planning Board

### ARTICLE I ESTABLISHMENT, PURPOSE AND DUTIES

- Section 1.    Establishment  
The Cortland County Planning Board, originally created May 8, 1968, pursuant to Section 239b of the General Municipal Law of the State of New York and continued by Local Law 6 of 2019 adopted by the Cortland County Legislature on June 27, 2019.
- Section 2.    Purpose  
The Board shall advise the Legislature on any matter concerning regional, county, or municipal planning which may come to its attention by its own initiative or on referral from the Director.
- Section 3.    Duties  
The Board shall perform the duties as outlined in Section 7. of Local Law 6 of 2019 adopted by the Cortland County Legislature on June 27, 2019.

### ARTICLE II DEFINITIONS

Terms used in these Bylaws shall be:

- A.    "Board" shall mean the Cortland County Planning Board;
- B.    "Committee" shall mean the Agriculture/Planning/Environmental Committee (or successor committee) of the Cortland County Legislature;
- C.    "Department" shall mean the Cortland County Department of Planning;
- D.    "Director" shall mean the Director of Planning of the County of Cortland;
- E.    "Legislature" shall mean the Cortland County Legislature.

### ARTICLE III MEMBERS AND TERMS OF OFFICE

- Section 1.    Number
- A.    The Board shall consist of eleven (11) voting members appointed by the Legislature upon recommendation of its Chairperson.
  - B.    No more than five (5) members of the Board shall reside in the City of Cortland; no more than three (3) members of the Board shall reside in the Town of Cortlandville (excluding the Village of McGraw); and no more

than two (2) members of the Board shall come from any other single Village or Town.

Section 2. Ex-Officio Members

The Chairperson of the Legislature shall be an ex-officio, non-voting members of the Board.

Section 3. Terms of Office

A. Each voting member shall be appointed by the Legislature for a term of four (4) years.

B. A member who has served more than half a term in office shall be considered to have served a full term.

Section 4. Vacancies

A. Vacancies in membership on the Board shall be filled by appointment by the Legislature in accordance with Section 1 of Article III of these Bylaws.

Section 5. Removal from Membership

A. A member of the Board may be removed by a majority vote of the Legislature with or without cause.

B. A member of the Board shall be automatically removed for any reason that makes him/her ineligible to serve.

## ARTICLE IV MEETINGS OF THE BOARD

Section 1. Regular

A. Regular meetings of the Board shall be held monthly in accordance with the schedule established by the Board at the annual meeting;

B. Each member shall receive a schedule of the meetings for the calendar year;

C. Public notice shall be provided in accordance with Public Officers Law Article 7, Section 104.

Section 2. Special

Special meetings of the Board shall be held:

A. At the call of the Director or the Chairperson of the Legislature;

B. At the call of the Chair of the Planning Board;

C. Upon written request of at least six (6) members of the Planning Board;

D. Notice to the members and to the public shall be provided in accordance with Public Officers Law Article 7, Section 104.

- Section 3. Annual
- A. Annual meetings of the Planning Board shall be held in January of each year.
  - B. Notice to the members and to the public shall be provided in accordance with Public Officers Law Article 7, Section 104.
- Section 4. Quorum
- A majority of the voting members must be present in person to constitute a quorum for the transaction of business at any meeting of the Board.

## ARTICLE V

### OFFICERS, NOMINATION, ELECTION, DUTIES AND VACANCIES

- Section 1: Composition
- The officers of the Board shall consist of a Chair, a Vice Chair, and a Secretary. The Director of Planning shall serve as an ex-officio officer without vote.
- Section 2. Nominations
- A. In November, the Board shall appoint a Nominating Committee of three members;
  - B. The Nominating Committee shall present its slate of officers at the December meeting;
  - C. No member shall be eligible for nomination to office unless he/she has served at least one (1) year as a member of the Planning Board.
- Section 3. Election
- A. The officers shall be elected at the annual meeting and shall serve for a one-year term or until their successors are elected and assume office.
  - B. Terms of office shall commence at the conclusion of the annual meeting at which they are elected.
  - C. No member shall serve more than two (2) consecutive terms in the same office.
  - D. A majority vote shall be required for election to office.
- Section 4. Duties
- A. Chair.  
The Chair shall:
    - i. preside at all meetings of the Board;
    - ii. upon approval of the Board, appoint the chairs and members of all standing and special (ad hoc) committees;
    - iii. perform such other duties as directed by the Planning Board or the Cortland County Legislature.
  - B. Vice Chair.

The Vice Chair shall:

- i. in the absence of or at the request of the Chair, present at the Board meetings;
- ii. perform other duties as directed by the Planning Board or the Cortland County Legislature.

C. Secretary.

The Secretary shall:

- i. record and sign the minutes of all meetings of the Board;
- ii. sign any correspondence or other documents at the direction of the Board;
- iii. perform other duties as directed by the Planning Board or the Cortland County Legislature.

D. Director.

The Director shall:

- i. perform the duties as outlined in Section 5 of Local Law 6 of 2019 adopted by the Cortland County Legislature on June 27, 2019;
- ii. perform such other duties as directed by the Cortland County Legislature.

#### Section 5. Vacancies

A. Chair. In the event of a permanent vacancy in the office of Chair of the Planning Board, the Vice Chair shall assume the office for the remainder of the unexpired term.

B. Other Offices. In the event of a permanent vacancy in any office other than Chair of the Planning Board, the vacancy shall be filled, for the remainder of the term, by nominations from the floor at the next regular meeting of the Board.

C. A majority vote shall be required for election to office.

### ARTICLE VI COMMITTEES

#### Section 1: Standing Committees

A. The Planning Board may establish Standing Committees, consisting of three members of the Planning Board.

B. Standing Committees are established to work on long-term, on-going issues.

#### Section 2. Special Committees

A. The Planning Board may establish Special Committees, consisting of three members of the Planning Board.

B. Special Committees are established to work on short-term, special issues.

C. Special Committees may also be called Task Forces.

Section 3. Quorum

A majority of a committee must be present in person to constitute a quorum for the transaction of business.

## ARTICLE VII PARLIAMENTARY AUTHORITY

The current edition of *Robert's Rules of Order, Newly Revised* shall be the parliamentary authority for the Cortland County Planning Board.

## ARTICLE VIII AMENDMENTS

Section 1. Planning Board or Planning Director Recommendations

- A. The Planning Board or Planning Director may recommend to the Cortland County Legislature proposed amendments to these Bylaws.
- B. The Planning Board, through the Director of Planning, or the Director on his/her own behalf, shall present the proposed amendments to the Agriculture/Planning/Environmental [APE] Committee (or successor committee) of the Legislature.
- C. Upon a majority vote of the APE Committee, the proposed amendment(s) will be presented to the Legislature by placement on the Legislative Session agenda.

Section 2. Amendments Required By Statute

- A. Any amendments to these Bylaws which are required to be made by statute shall require only notice to the Legislature and shall be automatically incorporated into and made a part of these Bylaws.

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

| <b>Part 1 – Project and Sponsor Information</b>                                                                                                                                                            |                                                  |                                     |                                                 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|-------------------------------------|-------------------------------------------------|
| Name of Action or Project:                                                                                                                                                                                 |                                                  |                                     |                                                 |
| Project Location (describe, and attach a location map):                                                                                                                                                    |                                                  |                                     |                                                 |
| Brief Description of Proposed Action:                                                                                                                                                                      |                                                  |                                     |                                                 |
| Name of Applicant or Sponsor:                                                                                                                                                                              |                                                  | Telephone:                          |                                                 |
|                                                                                                                                                                                                            |                                                  | E-Mail:                             |                                                 |
| Address:                                                                                                                                                                                                   |                                                  |                                     |                                                 |
| City/PO:                                                                                                                                                                                                   |                                                  | State:                              | Zip Code:                                       |
| 1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?                                                                     |                                                  |                                     | NO                                              |
| If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2. |                                                  |                                     | YES                                             |
|                                                                                                                                                                                                            |                                                  |                                     | <input type="checkbox"/>                        |
|                                                                                                                                                                                                            |                                                  |                                     | <input type="checkbox"/>                        |
| 2. Does the proposed action require a permit, approval or funding from any other government Agency?                                                                                                        |                                                  |                                     | NO                                              |
| If Yes, list agency(s) name and permit or approval:                                                                                                                                                        |                                                  |                                     | YES                                             |
|                                                                                                                                                                                                            |                                                  |                                     | <input type="checkbox"/>                        |
|                                                                                                                                                                                                            |                                                  |                                     | <input type="checkbox"/>                        |
| 3. a. Total acreage of the site of the proposed action? _____ acres                                                                                                                                        |                                                  |                                     |                                                 |
| b. Total acreage to be physically disturbed? _____ acres                                                                                                                                                   |                                                  |                                     |                                                 |
| c. Total acreage (project site and any contiguous properties) owned _____ acres                                                                                                                            |                                                  |                                     |                                                 |
| or controlled by the applicant or project sponsor?                                                                                                                                                         |                                                  |                                     |                                                 |
| 4. Check all land uses that occur on, are adjoining or near the proposed action:                                                                                                                           |                                                  |                                     |                                                 |
| <input type="checkbox"/> Urban                                                                                                                                                                             | <input type="checkbox"/> Rural (non-agriculture) | <input type="checkbox"/> Industrial | <input type="checkbox"/> Commercial             |
| <input type="checkbox"/> Forest                                                                                                                                                                            | <input type="checkbox"/> Agriculture             | <input type="checkbox"/> Aquatic    | <input type="checkbox"/> Residential (suburban) |
| Parkland                                                                                                                                                                                                   |                                                  |                                     |                                                 |
| Other(Specify):                                                                                                                                                                                            |                                                  |                                     |                                                 |

|                                                                                                                                                                                                                                                                                                                                                                                      |                          |                          |                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|
| 5. Is the proposed action,                                                                                                                                                                                                                                                                                                                                                           | NO                       | YES                      | N/A                      |
| a. A permitted use under the zoning regulations?                                                                                                                                                                                                                                                                                                                                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Consistent with the adopted comprehensive plan?                                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?                                                                                                                                                                                                                                                                      | NO                       | YES                      |                          |
|                                                                                                                                                                                                                                                                                                                                                                                      | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| 7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?                                                                                                                                                                                                                                                                     | NO                       | YES                      |                          |
| If Yes, identify: _____                                                                                                                                                                                                                                                                                                                                                              | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| 8. a. Will the proposed action result in a substantial increase in traffic above present levels?                                                                                                                                                                                                                                                                                     | NO                       | YES                      |                          |
| b. Are public transportation services available at or near the site of the proposed action?                                                                                                                                                                                                                                                                                          | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?                                                                                                                                                                                                                                                                         | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| 9. Does the proposed action meet or exceed the state energy code requirements?                                                                                                                                                                                                                                                                                                       | NO                       | YES                      |                          |
| If the proposed action will exceed requirements, describe design features and technologies:<br>_____<br>_____                                                                                                                                                                                                                                                                        | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| 10. Will the proposed action connect to an existing public/private water supply?                                                                                                                                                                                                                                                                                                     | NO                       | YES                      |                          |
| If No, describe method for providing potable water: _____<br>_____                                                                                                                                                                                                                                                                                                                   | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| 11. Will the proposed action connect to existing wastewater utilities?                                                                                                                                                                                                                                                                                                               | NO                       | YES                      |                          |
| If No, describe method for providing wastewater treatment: _____<br>_____                                                                                                                                                                                                                                                                                                            | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| 12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? | NO                       | YES                      |                          |
| b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?                                                                                                                                                                  | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| 13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?                                                                                                                                                                                             | NO                       | YES                      |                          |
| b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?                                                                                                                                                                                                                                                                                  | <input type="checkbox"/> | <input type="checkbox"/> |                          |
| If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____<br>_____<br>_____                                                                                                                                                                                                                                                                 |                          |                          |                          |

|                                                                                                                                                                                                                                             |                                 |                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|--------------------------------------------------|
| 14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:                                                                                                                  |                                 |                                                  |
| <input type="checkbox"/> Shoreline                                                                                                                                                                                                          | <input type="checkbox"/> Forest | <input type="checkbox"/> Agricultural/grasslands |
| <input type="checkbox"/> Wetland                                                                                                                                                                                                            | <input type="checkbox"/> Urban  | <input type="checkbox"/> Suburban                |
| 15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?                                                                      | NO<br><input type="checkbox"/>  | YES<br><input type="checkbox"/>                  |
| 16. Is the project site located in the 100-year flood plan?                                                                                                                                                                                 | NO<br><input type="checkbox"/>  | YES<br><input type="checkbox"/>                  |
| 17. Will the proposed action create storm water discharge, either from point or non-point sources?<br>If Yes,                                                                                                                               | NO<br><input type="checkbox"/>  | YES<br><input type="checkbox"/>                  |
| a. Will storm water discharges flow to adjacent properties?                                                                                                                                                                                 | <input type="checkbox"/>        | <input type="checkbox"/>                         |
| b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?<br>If Yes, briefly describe:                                                                                                        | <input type="checkbox"/>        | <input type="checkbox"/>                         |
| _____                                                                                                                                                                                                                                       |                                 |                                                  |
| _____                                                                                                                                                                                                                                       |                                 |                                                  |
| 18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)?<br>If Yes, explain the purpose and size of the impoundment: | NO<br><input type="checkbox"/>  | YES<br><input type="checkbox"/>                  |
| _____                                                                                                                                                                                                                                       |                                 |                                                  |
| _____                                                                                                                                                                                                                                       |                                 |                                                  |
| 49. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility?<br>If Yes, describe:                                                                             | NO<br><input type="checkbox"/>  | YES<br><input type="checkbox"/>                  |
| _____                                                                                                                                                                                                                                       |                                 |                                                  |
| _____                                                                                                                                                                                                                                       |                                 |                                                  |
| 20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste?<br>If Yes, describe:                                                                           | NO<br><input type="checkbox"/>  | YES<br><input type="checkbox"/>                  |
| _____                                                                                                                                                                                                                                       |                                 |                                                  |
| _____                                                                                                                                                                                                                                       |                                 |                                                  |
| <b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b><br><br>Applicant/sponsor/name: _____ Date: _____<br><br>Signature: _____ Title: _____                                                 |                                 |                                                  |

# Cortland County Planning Department Activity Report - July 2020

## Administration

### **CNY Regional Planning Board**

- Broadband Survey – ECC
- CNY Peace Trail Project

### **Southern Tier 8**

- Working with developers
- Opportunity Zone
- Broadband
- ARC Application/Review (1 in Cortland – Cortland ReUse)

### **Farmland and Protection Board**

- 1 application from Adams, waiting on Knapp application to schedule meeting

## 5311 Grant

Mobility Management

First Transit RFP

Bus Shelter

**Cortland County Planning Board Meeting - June 16<sup>th</sup>** (in-person meetings moving forward)

## General Municipal Law M-239's Returns:

- Town of Homer – Subdivision – Quinlan
- City of Cortland – Area Variance – Gellatly
- Town of Virgil – Subdivision – Smith
- Town of Virgil – Area Variance – Smith

## General Municipal Law M-239's Reviewed:

- Town of Homer – Zoning Text Amendment – Chickens
- Town of Homer – Site Plan Review, Conditional Permit, & Area Variance – Chickens – Edonna Drive
- Village of Homer – Site Plan Review – Coffee Mania – Route 281
- City of Cortland – Site Plan Review – Guthrie Cortland Medical Center – Alvena Ave
- City of Cortland – Site Plan Review, Zoning Map Amendment, Subdivision, & Area Variance – Byrne Dairy

## E-911 Addresses:

- 17 in June in various Towns and Villages

## GIS Tasks

Agricultural District Maps

Lehigh Valley Trail – Snowmobile Trail Connection

Updated Dwyer Park Map

Post Office Territory Map

## YEAR-TO-DATE BUDGET REPORT

FOR 2020 06

| ACCOUNTS FOR:<br>A GENERAL FUND       | ORIGINAL<br>APPROP | TRANFRS/<br>ADJSTMTS             | REVISED<br>BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |
|---------------------------------------|--------------------|----------------------------------|-------------------|------------|--------------|---------------------|-------------|
| <b>08 HOME AND COMMUNITY SERVICES</b> |                    |                                  |                   |            |              |                     |             |
| <b>8020 PLANNING</b>                  |                    |                                  |                   |            |              |                     |             |
| A -08-8020-8020-51005 -               | 229,478            | PERSONAL SERVICES<br>0           | 229,478           | 97,388.43  | .00          | 132,089.57          | 42.4%       |
| A -08-8020-8020-54000 -               | 100                | TELEPHONE<br>446                 | 546               | 124.99     | .00          | 420.66              | 22.9%       |
| A -08-8020-8020-54002 -               | 4,517              | COMPUTER MTN/AGREEMENTS<br>0     | 4,517             | 4,516.68   | .00          | .32                 | 100.0%      |
| A -08-8020-8020-54005 -               | 1,096              | Office Materials & Supplies<br>0 | 1,096             | 526.20     | .00          | 569.80              | 48.0%       |
| A -08-8020-8020-54020 -               | 400                | POSTAGE<br>0                     | 400               | 66.15      | .00          | 333.85              | 16.5%       |
| A -08-8020-8020-54047 -               | 550                | MILEAGE REIMBURSEMENT<br>0       | 550               | .00        | .00          | 550.00              | .0%         |
| A -08-8020-8020-54060 -               | 456                | LEGAL NOTICES / ADVERTISING<br>0 | 456               | 134.00     | .00          | 322.00              | 29.4%       |
| A -08-8020-8020-54065 -               | 680                | EQUIP RENT / LEASES<br>-446      | 234               | 134.35     | .00          | 100.00              | 57.3%       |
| A -08-8020-8020-54070 -               | 1,881              | INSURANCE<br>0                   | 1,881             | 3,798.12   | .00          | -1,917.12           | 201.9%*     |
| A -08-8020-8020-54078 -               | 250                | Fuel<br>0                        | 250               | 11.05      | .00          | 238.95              | 4.4%        |
| A -08-8020-8020-54212 -               | 540                | I/D PHONE<br>0                   | 540               | 270.00     | .00          | 270.00              | 50.0%       |
| A -08-8020-8020-54213 -               | 2,397              | I/D COPIER<br>0                  | 2,397             | 883.80     | .00          | 1,513.20            | 36.9%       |
| A -08-8020-8020-58020 -               | 29,833             | RETIREMENT<br>0                  | 29,833            | .00        | .00          | 29,832.56           | .0%         |
| A -08-8020-8020-58030 -               | 17,555             | FICA<br>0                        | 17,555            | 6,963.39   | .00          | 10,591.61           | 39.7%       |
| A -08-8020-8020-58040 -               | 9,580              | WORKERS COMP<br>0                | 9,580             | 7,887.75   | .00          | 1,692.25            | 82.3%       |
| A -08-8020-8020-58060 -               | 57,307             | HEALTH INS<br>0                  | 57,307            | 26,450.16  | .00          | 30,856.76           | 46.2%       |
| A -08-8020-8020-58062 -               | 361                | DENTAL INS<br>0                  | 361               | 167.04     | .00          | 193.96              | 46.3%       |
| A -08-8020-8020-58065 -               | 79                 | VISION CARE BENEFITS<br>0        | 79                | 36.00      | .00          | 43.00               | 45.6%       |
| TOTAL PLANNING                        | 357,059            | 0                                | 357,059           | 149,358.11 | .00          | 207,701.37          | 41.8%       |
| TOTAL HOME AND COMMUNITY SERVICES     | 357,059            | 0                                | 357,059           | 149,358.11 | .00          | 207,701.37          | 41.8%       |

## YEAR-TO-DATE BUDGET REPORT

FOR 2020 06

| ACCOUNTS FOR:                        |                                  | ORIGINAL | TRANFRS/                             | REVISED |            |              | AVAILABLE  | PCT   |
|--------------------------------------|----------------------------------|----------|--------------------------------------|---------|------------|--------------|------------|-------|
| A                                    | GENERAL FUND                     | APPROP   | ADJSTMTS                             | BUDGET  | YTD ACTUAL | ENCUMBRANCES | BUDGET     | USED  |
| <b>22 DEPARTMENTAL/LOCAL REVENUE</b> |                                  |          |                                      |         |            |              |            |       |
| <b>8020 PLANNING</b>                 |                                  |          |                                      |         |            |              |            |       |
| A                                    | -22-8020-8020-42189 -            | -10,660  | OTHER HOME/COMMUN SERV FEES<br>3,842 | -6,818  | .00        | .00          | -6,818.33  | .0%*  |
|                                      | TOTAL PLANNING                   | -10,660  | 3,842                                | -6,818  | .00        | .00          | -6,818.33  | .0%   |
|                                      | TOTAL DEPARTMENTAL/LOCAL REVENUE | -10,660  | 3,842                                | -6,818  | .00        | .00          | -6,818.33  | .0%   |
|                                      | TOTAL GENERAL FUND               | 346,399  | 3,842                                | 350,241 | 149,358.11 | .00          | 200,883.04 | 42.6% |
|                                      | TOTAL REVENUES                   | -10,660  | 3,842                                | -6,818  | .00        | .00          | -6,818.33  |       |
|                                      | TOTAL EXPENSES                   | 357,059  | 0                                    | 357,059 | 149,358.11 | .00          | 207,701.37 |       |

## YEAR-TO-DATE BUDGET REPORT

FOR 2020 06

|             | ORIGINAL<br>APPROP | TRANFRS/<br>ADJSTMTS | REVISED<br>BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |
|-------------|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| GRAND TOTAL | 346,399            | 3,842                | 350,241           | 149,358.11 | .00          | 200,883.04          | 42.6%       |

\*\* END OF REPORT - Generated by MaryEllen Roodenburg \*\*

## YEAR-TO-DATE BUDGET REPORT

FOR 2020 06

| ACCOUNTS FOR:                | ORIGINAL | TRANFRS/                   | REVISED   | YTD ACTUAL | ENCUMBRANCES | AVAILABLE  | PCT   |
|------------------------------|----------|----------------------------|-----------|------------|--------------|------------|-------|
| A GENERAL FUND               | APPROP   | ADJSTMTS                   | BUDGET    |            |              | BUDGET     | USED  |
| <b>05 TRANSPORTATION</b>     |          |                            |           |            |              |            |       |
| <b>5630 BUS OPERATIONS</b>   |          |                            |           |            |              |            |       |
| A -05-8020-5630-44597 -19ATC | 0        | TRANSP - CAPITAL - FEDERAL |           |            |              |            |       |
|                              | 0        | -50,806                    | -50,806   | .00        | .00          | -50,806.00 | .0%*  |
| A -05-8020-5630-52030 -      | 0        | Vehicles                   |           |            |              |            |       |
|                              | 0        | 868,933                    | 868,933   | 848,933.10 | .00          | 20,000.00  | 97.7% |
| A -05-8020-5630-52030 -16ATC | 0        | Vehicles                   |           |            |              |            |       |
|                              | 0        | 12,140                     | 12,140    | .00        | .00          | 12,140.00  | .0%   |
| A -05-8020-5630-52030 -17ATC | 0        | Vehicles                   |           |            |              |            |       |
|                              | 0        | 57,084                     | 57,084    | .00        | .00          | 57,084.00  | .0%   |
| A -05-8020-5630-52030 -18ATC | 0        | Vehicles                   |           |            |              |            |       |
|                              | 0        | 52,552                     | 52,552    | .00        | .00          | 52,552.00  | .0%   |
| A -05-8020-5630-52030 -19ATC | 0        | Vehicles                   |           |            |              |            |       |
|                              | 0        | 50,806                     | 50,806    | .00        | .00          | 50,806.00  | .0%   |
| A -05-8020-5630-52030 -MOBM  | 0        | Vehicles                   |           |            |              |            |       |
|                              | 0        | 169,357                    | 169,357   | .00        | .00          | 169,356.95 | .0%   |
| A -05-8020-5630-54081 -      | 320,000  | 5311 EXPENSES              |           |            |              |            |       |
|                              |          | 70,636                     | 390,636   | 70,635.59  | .00          | 320,000.00 | 18.1% |
| A -05-8020-5630-54084 -      | 255,000  | OPERATING ASSISTANCE       |           |            |              |            |       |
|                              |          | 0                          | 255,000   | 60,625.59  | .00          | 194,374.41 | 23.8% |
| TOTAL BUS OPERATIONS         | 575,000  | 1,230,702                  | 1,805,702 | 980,194.28 | .00          | 825,507.36 | 54.3% |
| TOTAL TRANSPORTATION         | 575,000  | 1,230,702                  | 1,805,702 | 980,194.28 | .00          | 825,507.36 | 54.3% |

**22 DEPARTMENTAL/LOCAL REVENUE****5630 BUS OPERATIONS**

|                                  |   |                         |         |           |     |            |        |
|----------------------------------|---|-------------------------|---------|-----------|-----|------------|--------|
| A -22-8020-5630-41289 -BUS       | 0 | DEPARTMENTAL FEES       |         |           |     |            |        |
|                                  | 0 | -3,842                  | -3,842  | -4,617.98 | .00 | 776.31     | 120.2% |
| A -22-8020-5630-42300 -MOBM      | 0 | TRANSP SERV OTHER GOVTS |         |           |     |            |        |
|                                  | 0 | -16,860                 | -16,860 | .00       | .00 | -16,860.23 | .0%*   |
| TOTAL BUS OPERATIONS             | 0 | -20,702                 | -20,702 | -4,617.98 | .00 | -16,083.92 | 22.3%  |
| TOTAL DEPARTMENTAL/LOCAL REVENUE | 0 | -20,702                 | -20,702 | -4,617.98 | .00 | -16,083.92 | 22.3%  |

## YEAR-TO-DATE BUDGET REPORT

FOR 2020 06

| ACCOUNTS FOR:                | ORIGINAL | TRANFRS/                               | REVISED    |             |              | AVAILABLE   | PCT     |
|------------------------------|----------|----------------------------------------|------------|-------------|--------------|-------------|---------|
| A GENERAL FUND               | APPROP   | ADJSTMTS                               | BUDGET     | YTD ACTUAL  | ENCUMBRANCES | BUDGET      | USED    |
| <b>24 FEDERAL AID</b>        |          |                                        |            |             |              |             |         |
| <b>5630 BUS OPERATIONS</b>   |          |                                        |            |             |              |             |         |
| A -24-8020-5630-44589 -      | -320,000 | STOA 5311<br>-70,636                   | -390,636   | -190,053.14 | .00          | -200,582.45 | 48.7%*  |
| A -24-8020-5630-44590 -      | -255,000 | OPERATING ASSISTANCE REVENUE<br>0      | -255,000   | .00         | .00          | -255,000.00 | .0%*    |
| A -24-8020-5630-44597 -      | 0        | TRANSP - CAPITAL - FEDERAL<br>-20,000  | -20,000    | -715,500.00 | .00          | 695,500.00  | 3577.5% |
| A -24-8020-5630-44597 -16ATC | 0        | TRANSP - CAPITAL - FEDERAL<br>-12,140  | -12,140    | .00         | .00          | -12,140.00  | .0%*    |
| A -24-8020-5630-44597 -17ATC | 0        | TRANSP - CAPITAL - FEDERAL<br>-57,084  | -57,084    | .00         | .00          | -57,084.00  | .0%*    |
| A -24-8020-5630-44597 -18ATC | 0        | TRANSP - CAPITAL - FEDERAL<br>-52,552  | -52,552    | .00         | .00          | -52,552.00  | .0%*    |
| A -24-8020-5630-44597 -MOBM  | 0        | TRANSP - CAPITAL - FEDERAL<br>-152,497 | -152,497   | -32,556.29  | .00          | -119,940.43 | 21.3%*  |
| TOTAL BUS OPERATIONS         | -575,000 | -364,908                               | -939,908   | -938,109.43 | .00          | -1,798.88   | 99.8%   |
| TOTAL FEDERAL AID            | -575,000 | -364,908                               | -939,908   | -938,109.43 | .00          | -1,798.88   | 99.8%   |
| TOTAL GENERAL FUND           | 0        | 845,091                                | 845,091    | 37,466.87   | .00          | 807,624.56  | 4.4%    |
| TOTAL REVENUES               | -575,000 | -436,416                               | -1,011,416 | -942,727.41 | .00          | -68,688.80  |         |
| TOTAL EXPENSES               | 575,000  | 1,281,508                              | 1,856,508  | 980,194.28  | .00          | 876,313.36  |         |

## YEAR-TO-DATE BUDGET REPORT

FOR 2020 06

|             | ORIGINAL<br>APPROP | TRANFRS/<br>ADJSTMTS | REVISED<br>BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |
|-------------|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| GRAND TOTAL | 0                  | 845,091              | 845,091           | 37,466.87  | .00          | 807,624.56          | 4.4%        |

\*\* END OF REPORT - Generated by MaryEllen Roodenburg \*\*

## YEAR-TO-DATE BUDGET REPORT

FOR 2020 06

| ACCOUNTS FOR:                      | ORIGINAL | TRANFRS/                        | REVISED |            |              | AVAILABLE  | PCT    |
|------------------------------------|----------|---------------------------------|---------|------------|--------------|------------|--------|
| A GENERAL FUND                     | APPROP   | ADJSTMTS                        | BUDGET  | YTD ACTUAL | ENCUMBRANCES | BUDGET     | USED   |
| <b>07 RECREATION &amp; CULTURE</b> |          |                                 |         |            |              |            |        |
| <b>7989 SNOWMOBILE CLUBS</b>       |          |                                 |         |            |              |            |        |
| A -07-8020-7989-54805 -            | 88,272   | OTHER COUNTY SVCS<br>0          | 88,272  | 60,238.08  | .00          | 28,033.92  | 68.2%  |
| TOTAL SNOWMOBILE CLUBS             | 88,272   | 0                               | 88,272  | 60,238.08  | .00          | 28,033.92  | 68.2%  |
| TOTAL RECREATION & CULTURE         | 88,272   | 0                               | 88,272  | 60,238.08  | .00          | 28,033.92  | 68.2%  |
| <b>23 STATE AID</b>                |          |                                 |         |            |              |            |        |
| <b>7989 SNOWMOBILE CLUBS</b>       |          |                                 |         |            |              |            |        |
| A -23-8020-7989-43989 -            | -98,080  | OTHER COMMUN DEV STATE AID<br>0 | -98,080 | -66,931.20 | .00          | -31,148.80 | 68.2%* |
| TOTAL SNOWMOBILE CLUBS             | -98,080  | 0                               | -98,080 | -66,931.20 | .00          | -31,148.80 | 68.2%  |
| TOTAL STATE AID                    | -98,080  | 0                               | -98,080 | -66,931.20 | .00          | -31,148.80 | 68.2%  |
| TOTAL GENERAL FUND                 | -9,808   | 0                               | -9,808  | -6,693.12  | .00          | -3,114.88  | 68.2%  |
| TOTAL REVENUES                     | -98,080  | 0                               | -98,080 | -66,931.20 | .00          | -31,148.80 |        |
| TOTAL EXPENSES                     | 88,272   | 0                               | 88,272  | 60,238.08  | .00          | 28,033.92  |        |

## YEAR-TO-DATE BUDGET REPORT

FOR 2020 06

|             | ORIGINAL<br>APPROP | TRANFRS/<br>ADJSTMTS | REVISED<br>BUDGET | YTD ACTUAL | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USED |
|-------------|--------------------|----------------------|-------------------|------------|--------------|---------------------|-------------|
| GRAND TOTAL | -9,808             | 0                    | -9,808            | -6,693.12  | .00          | -3,114.88           | 68.2%       |

\*\* END OF REPORT - Generated by MaryEllen Roodenburg \*\*

**Monthly Program Progress Report: April 2021****Program Area: SCNY Dairy & Field Crops Team****Program Goals(s): Environmentally Sound Crop Production & Management****Janice Degni****Educational Events Organizing (in Process)**

4/13 Spring 2021 NY Soil Health Working Group Meeting- Planning for EFD

**Phone/Email Inquiries/Consultations**

Develop Grazing and Forage Plan – 1 Tioga

Crop Planning – Cort (2)

Fertility Recs – 1 Onondaga

FV – FVI CBD-Hemp Project – 1 Onon

Evaluate feasibility of hay field for 2021 – 1 Cortland

Visit farms to recruit alfalfa fields (Onondaga-2)

**Direct Education/Research/Facilitation Activities:**

Visit Fields for Alfalfa Hts Project

4/5 On-Farm Prevention of Sexual Harassment Training

**Indirect Education / Outreach Activities:**

4/1 BC Ag Taskforce Meeting - Empire Hemp, Conklin

4/9 FVI Project Planning for CBD Hemp on farm trials w/ Dr. Smart and Main St. Farms

4/14 Campus Organic No-Till Kick-off meeting. (Dr. Matt Ryan-Sustainable Farming Systems Cornell)

**Administrative activities/i.e. reporting, AAC meeting, etc**

4/2 Immunization Planning for Farmworkers in Tompkins Cty-w/ Graham Savio

4/2 Team Meeting

4/8 Area Advisory Committee meeting w/ industry reps

Publish Dairy Digest

**Professional Development**

4/2 NYS Climate Policy Updates and Implications for NYS Agriculture w Julie Suarez

4/19 Out on Medical Leave until June 1

## Monthly Program Progress Report

Month: April 2021

Program Area: SCNY Dairy & Field Crops Team

Educator(s): Betsy Hicks, Area Dairy Specialist

Program Goals(s): Dairy Management Education to Improve Profitability and Sustainability

### Direct Education/Research/Facilitation Activities:

- Educational Events Organizing (in Process)
  - Alfalfa Height Monitoring Project – Tuesdays in May
  - Grazing Regrowth Monitoring Project – w/ Troy Bishopp of USC, weekly pasture monitoring across NYS and monthly grazing calls w/ participants
  - Summer Pasture Walks w/ MK – CO & TI counties
  - Farm Tours for NYFVI project (tentative)
  - Heifer Series – fall, w/ Lindsay & Casey (NCRAT)
- Educational Events Completed, date, place, # participants
  - 4/7 - DPM Discussion Group – w/ MK using DAP funding, April 7, 8 people
  - 4/6 - Pasture Prep Panel Discussion – w/ Alycia, 10 people
  - 4/16, 4/23 & 4/30 Friday Spring Green-up Blog posts
- Consultations – email and phone
  - CH – cover crop harvest questions
  - CO – hay field conditions
  - CO – PPP
  - BR – alfalfa fields
  - CH – alfalfa fields
  - CO – first cutting
  - CO – DAP questions
  - TO – online records platform
  - ON – alfalfa fields
  - TO – pasture planning
  - ON – alfalfa
  - BR – alfalfa
  - TO – flies
  - CO – catching up
  - TI – catching up
  - TI – purchasing land
- Presentations
  - 4/15 - Beef Farm Tour – Otselic Valley Ag Class
  - Winter program recap for AAC
- Collaborations
  - NYFVI Farm Management Grant – w/ Lindsay Ferlito & Margaret Quaassdorff, third contact point completed, working through follow up visits
  - Dairy x Beef Cross Calf Survey – w/ Margaret Quaassdorff, survey released Mid-October, presented preliminary results @ DMDG

**Monthly Program Progress Report**  
**Program Area:** Farm Business Management

**Month:** April 2021  
**Educator(s):** Mary Kate MacKenzie

**Program Goals(s):** Wrap up DFBS and winter discussion group meetings. Prepare for alfalfa monitoring project: contact farms and scout fields. Emerging topics: provide outreach and support to farms regarding COVID relief and farmworker vaccination. Begin summer program planning.

**Direct Education/Research/Facilitation Activities:**

**Collaborations**

- Dairy Farm Business Summary & Discussion Groups (PRO-DAIRY)
- NY Crop Insurance Education Project (RMA)
- Onboarding Dairy Farm Employees (Cornell Ag Workforce Development)
- COVID-Vaccination Resources (Cornell Farmworker Program, Cornell Ag Workforce Development, Farm Bureau, others)

**Educational Events Organizing (in Process)**

- Alfalfa monitoring program
- Dairy Grazing Pasture Walk Series
- Organic Dairy Discussion Group - summer meeting
- Pro-Dairy Activity Projects & Fall Discussion Groups

**Educational Events Completed, date, place, # participants**

- Apr 6 - Dairy Grazing Panel Discussion (6)
- Apr 6 to 7 - Pro-Dairy virtual discussion group (14)
- Apr 7 - DPM virtual discussion group (5)

**On-Farm/In-Person/Zoom Consults**

- Apr 15 - Profit Team Meeting (5)
- Apr 27 - Farm visit (4)
- Apr 28 - DPM & Financial Analysis (2)
- Apr 30 - QuickBooks (1)

**Phone/Email Consults**

- Apr 1 - COVID vaccination (1)
- Apr 2 - Employee housing (1)
- Apr 2 - DFBS (1)
- Apr 2 - Recordkeeping
- Apr 2 - PPP & business planning
- Apr 2 - QuickBooks for Farmers (1)
- Apr 2 - Dairy Forward Grants (1)
- Apr 6 - COVID vaccination (6)
- Apr 13 - COVID vaccination (11)
- Apr 15 - COVID vaccination (1)
- Apr 16 - COVID vaccination (5)
- Apr 21 - COVID vaccination (2)
- Apr 22 - COVID vaccination (2)

- Apr 23 - Alfalfa monitoring (4)
- Apr 26 - Alfalfa monitoring (6)
- Apr 26 - COVID vaccination (1)
- Apr 27 - Alfalfa monitoring (2)
- Apr 30 - Succession planning (2)

#### Digital Communications

- Apr 1 - "Recent Changes to COVID Relief Programs & On-Site Vaccination for Farm Employees" shared via MailChimp
- Apr 20 - "How to talk about COVID-19 vaccination with your employees" published on the blog and picked up by Morning Ag Clips; NEDPA e-News; Farm Bureau Weekly News Digest; The Dairy Alliance; dairybusiness.com; industryupdate.com; Cornell Ag Workforce Development; Cornell Small Farms Program; CCE regional ag team websites & blogs; CCE Extension Insider

#### Indirect Education / Outreach Activities:

##### SCNYDFC Team Blog

- In April, 2021 the blog generated 1380 page views from 604 unique visitors
- Top performing posts were: How to talk about COVID-19 vaccination with your employees (377 views) and Spring Green-Up and Harvest Outlook (251 views)

#### Administrative Activities

- Apr 2 - SCNY Team Meeting
- Apr 8 - AAC Meeting
- Apr 19 - Pro-Dairy quarterly staff meeting
- Apr 26 - Review Plan of Work for DAP & NY FarmNet
- Apr 28 - SCNY Team Meeting
- Apr 30 - DAP plan of work meeting
- Biweekly statewide farm business management calls

#### Professional Development

- Apr 2 - NYS Climate Policy Updates and Implications for NYS Agriculture
- Apr 9 - Dairy Fellows Case Farm Visit

**Monthly Program Progress Report: April 2021**

**Program Area: SCNY Dairy & Field Crops Team**

**Educator(s): Fay Benson**

**Program Goal(s): Small Dairy Support through appropriate technology and market opportunities**

**Direct Education/Research/Facilitation Activities:**

**Educational Events in Progress**

- DGA Master/Apprentice Pairing/Education/Support
- New MOU with National DGA signed to support work in NY
- New grant with PASA for grazing cohorts, Received, Contract in progress
- Work with Rink Tacoma PhD candidate on NE dairy grazing background
- Work on Press Release for soil brochure from the Tompkins County Water Resource Council (WRC).
- Contact farmers for alfalfa measuring project two new farmers added, five total in Tompkins Co.
- Began pasture compaction measurements on farms for SARE project
- Application for "Speaking for Soil" grant. Will include working with minority students to become soil advocates.

**Educational Events Completed**

- New Apprentice signed to Birdsal Dairy, Birdsal NY
- 4/7 Worked with minority Lansing high school students to present to John Bowne high school about dairy grazing
- 13<sup>th</sup> Presented Delaware Co. Pasture Walk

**Indirect Education/Outreach Activities:**

- Article on Pasture Compaction completed and released
- Worked with Albany times Union reporter on grass-fed dairies in the Hudson Valley

**Administrative Activities:**

- April 1<sup>st</sup> SCNY Team Meeting
- April 2<sup>nd</sup> Cortland CCE Staff meeting
- 16<sup>th</sup> One on One call with DGA National

## Monthly Program Progress Report

**Month: May 2021**

**Program Area: SCNY Dairy & Field Crops Team**

**Educator(s): Betsy Hicks, Area Dairy Specialist**

**Program Goals(s): Dairy Management Education to Improve Profitability and Sustainability**

**Direct Contacts Total:**

**Direct Education/Research/Facilitation Activities:**

- Educational Events Organizing (in Process)
  - Grazing Regrowth Monitoring Project – w/ Troy Bishopp of USC, weekly pasture monitoring across NYS and monthly grazing calls w/ participants
  - Summer Pasture Walks w/ MK – CO, TO & TI counties
  - Farm Tours for NYFVI project (tentatively August)
  - Heifer Series – 8 webinars, Fridays starting Oct 1, w/ Lindsay & Casey (NCRAT)
  - Transition Cow Webinar series - fall
- Educational Events Completed, date, place, # participants
  - Alfalfa Height Monitoring Project – Tuesdays in May, 94 fields measured on 46 farms
  - 5/21 – Monthly Grazing Call, 8 participants, zoom
- Consultations – email and phone
  - BR – first cutting questions
  - CO – PPP questions
  - TO – online dairy records
  - ON – catching up
  - CH – harvesting rye cover crop
  - CO – pasture regrowth program
  - TO – pasture regrowth program
  - CO – maternity barn
  - TI – BQAT training
- Presentations
- Collaborations
  - NYFVI Farm Management Grant – w/ Lindsay Ferlito & Margaret Quaassdorff, working on fourth contact point, wrap up by end of August
  - Dairy x Beef Cross Calf Survey – w/ Margaret Quaassdorff, survey closed, over 100 responses recorded, working on data analysis, working w/ UC Davis on potential project
  - Antibiotic Perspectives – w/ CU grad student Christine Georgakakkos, planning next research project on changing farmer perspectives
  - Grazing Regrowth Monitoring Project – w/ Troy Bishopp
  - NSF grant proposal w/ TO CCE
  - NRCS bale grazing grant proposal – w/ Brett Chedzoy
- Consultations/One-on-One Farm Related w/ topic identified
  - TI – profit team meeting/pasture planning

## Indirect Contacts Total:

## Indirect Education / Outreach Activities:

- Administrative activities/i.e. reporting, AAC meeting, etc
  - 5/5 – Conflict of Interest reporting
  - 5/11 – Regional Program Planning
  - 5/12 – AMG meeting prep/Team meeting
  - 5/17 – interview for dairy position on SWNY dairy team
  - 5/17 – team meeting
  - 5/21 – Regional Dairy Educator Meeting
- 22 Facebook posts, averaging 454 monthly reach and 1027 monthly impressions, 366 total page likes, 445 followers
- Press Release on “Such and Such”, Paper
  - Article in Cortland standard Dairy Edition – What’s in a label?
  - Quoted in Cortland standard: <https://cortlandstandard.net/2021/06/05/same-but-different/>
-  Articles Written
  - **What’s in a Label? The Perspectives Behind Producing Your Milk** – for Cortland Standard Dairy Edition
  - **Milk, Meat, and Manure: Dairy Farmer Perceptions of antibiotic residue reservoirs** – for Hoard’s Dairyman
  - **Reducing Antibiotic use and Alternatives – Dairy farmer decisions & perceptions** – for Hoard’s Dairyman
- Continuing Education/Professional Development
  - 5/3-5/6 - Animal Ag Alliance Virtual Stakeholders Summit
  - 5/12 – Managing & Abatement of Heat Stress on your Dairy
- Etc.

**Monthly Program Progress Report**  
**Program Area:** Farm Business Management

**Month:** May 2021  
**Educator(s):** Mary Kate MacKenzie

**Program Goals(s):** Contribute to alfalfa monitoring project. Work on planning summer and fall events. Develop "lean systems" activity project for fall discussion group meetings. Continue COVID vaccine outreach. Ongoing work on DFBS, DAP, and NYFVI profit teams.

**Direct Contacts Total:**

**Direct Education/Research/Facilitation Activities:**

**Collaborations**

- Dairy Farm Business Summary & Discussion Groups (PRO-DAIRY)
- NY Crop Insurance Education Project (RMA)
- Onboarding Dairy Farm Employees (Cornell Ag Workforce Development)
- COVID Vaccine Outreach (Cornell Farmworker Program & others)

**Educational Events Organizing (in Process)**

- Dairy Grazing Pasture Walk Series - July, August & September
- Organic Dairy Discussion Group - July
- Ag/Solar Educational Series - Summer 2021
- Farmer Tax School - Fall 2021
- Lean Activity Project for fall discussion groups - June through November

**Educational Events Completed, date, place, # participants**

- May 4, 10, 18 & 25 - Alfalfa height monitoring

**On-Farm/In-Person/Zoom Consults**

- May 3 - DFBS (2)
- May 3 - Recordkeeping (2)
- May 5 - DFBS & Financial Analysis (4)
- May 10 - Grazing planning (5)
- May 18 - Business planning (3)

**Phone/Email Consults**

- May 3 - Recordkeeping (1)
- May 3 - DFBS (1)
- May 5 - COVID vaccination (5)
- May 5 - Recordkeeping (1)
- May 6 - DFBS & financial analysis (1)
- May 6 - Business planning (1)
- May 7 - DFBS & financial analysis (1)
- May 10 - PPP & Recordkeeping (1)
- May 17 - DFBS & financial analysis (6)
- May 18 - Alfalfa monitoring (1)
- May 19 - Business planning (1)
- May 19 - Farm taxes (1)
- May 25 - Alfalfa monitoring (3)

- May 26 - Custom hire rates (1)
- May 26 - PPP program (2)
- May 27 - DAP Baseline (1)
- May 28 - Land access (1)
- May 29 - Business planning & on-farm dairy processing (1)

#### **Indirect Education / Outreach Activities:**

##### **SCNYDFC Team Blog**

- The team published 8 blog posts in May 2021
- The blog generated 1314 page views from 509 unique visitors this month.
- Top performing post with 236 views was the First Cutting Monitoring Report from May 4th

##### **Administrative Activities**

- May 12 - AMG meeting
- May 17 - SCNYDFC team meeting
- May 20 - Team leader meeting
- May 26 - Tioga ARG meeting
- Biweekly statewide farm business management calls
- Mailing list updates
- Blog training for Donette

## Cortland Small Farm Support – Cornell Cooperative Extension of Cortland County

Fay Benson - Second Quarter 2021.

The program's mission is to support small farms across Cortland and the state through extension work to support components of farming that will keep small farms profitable. Such as Grazing, Certified Organic, and Direct Sales.

### **Dairy Grazing Apprentice (DGA)**

This work continues with a new financial agreement with the National DGA. Another small grant was received from the Northeast Dairy Innovation Center to promote farmers transitioning to becoming a grazing dairy. During this quarter I had a graduate from Tompkins County and the apprentice in Cortland County reached his 6-month anniversary.

### **Cortland "Part Time Farmer" Cohort**

Working with Dana Havas, to set up a part time farmer cohort. Our goal is to utilize the discussion group format to share experience and provide resources to a group rather than individually. We had two on-farm meetings. One in April at the Triple Three Livestock farm in Marathon and another meeting in June at Whey Street Dairy in Truxton. Another meeting is being planned at Northland Sheep farm in Marathon. This group is very slow to materialize but that hasn't slowed our effort to continue working towards our goal of forming the cohort.

### **SARE Compaction Study**

Data collection continues on the pasture soil study which is in its third year. Two meetings are being planned to contribute towards the outreach requirement for the grant. Both meetings will take place in July in other parts of the state. Also in July working with an NRCS Soil Scientist in Washington County we will use a ground penetrating radar unit to better understand the nature of pasture soil compaction.

### **Soil Health Trailer**

The trailer was used as part of "Cortland's Agstravaganza" presentations June 14<sup>th</sup> and 15<sup>th</sup>. Presentations about the importance of healthy soil for water quality and carbon sequestration were given to six 4<sup>th</sup> grade classes during the two days.

The trailer was also part of the June 19<sup>th</sup> "Part Time Farmer" meeting previously mentioned. Later this summer there are three other on farm meetings around the state where the trailer will be used to promote healthy soils. Fay and the trailer will also be at the Empire Farm Days all three days providing demonstrations for the public.



## Cortland County Soil and Water Conservation District

100 Grange Place, Room 202, Cortland, NY 13045  
Phone: (607) 756-5991 • Fax: (607) 756-0029  
www.cortlandswcd.org

*SWCD - Celebrating 70 years of promoting the conservation and wise use of our county's natural resources*

### AGRICULTURE/PLANNING/ENVIRONMENT COMMITTEE REPORT

From: Amanda Barber, Manager

June 30, 2021

#### AGRICULTURAL ENVIRONMENTAL MANAGEMENT (AEM)

**Ag Planning Tier 3** – We continue work on 3 grazing plans and 2 farmstead plans. We also have two comprehensive nutrient management plans (CNMPs) under development; one was recently completed.

**Best Management Practice (BMP) Implementation Tier 4** – We completed a stream corridor stabilization and buffer system, and one pasture management system this month. One ag waste management system postponed from last year is now under construction. We are working on a grant closeout for an ag waste management system completed this spring. We have started the design for a new stream corridor enhancement project funded under the Climate Resilient Farming program. Design work is complete for a riparian buffer and stream corridor enhancement project on another farm planned for late summer construction. A grazing system design on yet another farm is complete and awaiting procurement. Procurement for a farmstead comprehensive water quality improvement project is underway, with summer construction planned.

**BMP Evaluation and Verification Tier 5** – Buffer stewardship and maintenance work continue. We are finishing other BMP verification, spot checking best management practices on county farms, and completing documentation associated with it. Data and practices are also reported to the Chesapeake Bay Program.

**Grant Applications** – Staff completed and submitted grant applications to Round 27 -Agricultural Non-Point Source Abatement and Control Program. Five applications were submitted to support implementation of best management practices on farms to prevent nonpoint source pollution impacts to water quality. We requested over \$1.5 million in state funds to implement over \$2.1 million of work on five farms in the county.

#### COMMUNITY NATURAL RESOURCES MANAGEMENT AND PLANNING

**Culvert Rehabilitation** – We have one design complete and two more underway for culvert and stream corridor enhancement projects in the Town of Solon. These projects will be completed using a combination of Town, FEMA, and SWCD grant funding. We are working on procurement for the County Highway project at Grinnell Rd on Grout Brook in Scott. The Town of Scott is beginning preparations and planning for their project on Grout Brook at Hewitt Road.

Summer staff are being trained in culvert inspections/analysis in the Upper Tioughnioga watershed. The assessment data they collect will allow us to rank culverts and document aquatic habitat restoration, erosion control, and culvert repair needs for future grant applications.

**Landfill Water Quality** – Quarter 2 2021 field work is complete.

**Invasive Species** – Boat stewards are deployed most weekend days to various public boat launches in the county. They continue education and outreach via website posts and social media platforms, and are beginning summer camp presentations and other activities.

**Forest Management** - the contract for the Community Forestry grant has been approved and we are beginning procurement for the urban forestry consultant to perform the inventory work and plan for Dwyer Park.



## County Report • June 2021

### Impounding and Boarding

|                               |                       | # of Days | Cost       |
|-------------------------------|-----------------------|-----------|------------|
| Canine                        | Impounded - Day 1     | 2         | \$60.00    |
|                               | Boarded Current Month | 62        | \$310.00   |
|                               | Total Canine          | 64        | \$370.00   |
| Feline                        | Impounded - Day 1     | 16        | \$480.00   |
|                               | Boarded Current Month | 921       | \$4,605.00 |
|                               | Total Feline          | 937       | \$5,085.00 |
| Other                         | Impounded - Day 1     | 0         | \$0.00     |
|                               | Boarded Current Month | 0         | \$0.00     |
|                               | Total Other           | 0         | \$0.00     |
| Total Impounding and Boarding |                       | 1001      | \$5,455.00 |

**Cortland County Humane Law Enforcement Report - June 2021 (6/1 - 6/29)**

**Town of Cincinnatus**

**Complaints YTD** **5**

**Complaints This Month** **0**

**Animal Cruelty:**

|                                 |   |
|---------------------------------|---|
| Dog/Cat Abandonment             | 0 |
| Dog/Cat Abuse                   | 0 |
| Dog/Cat Neglect                 | 0 |
| Dog/Cat Cruelty                 | 0 |
| Other Neglect/Cruelty           | 0 |
| Loose Farm Animal/Public Safety | 0 |
| Dog/Cat Sick or Injured         | 0 |
| Inadequate Shelter              | 0 |
| Hot/Cold Vehicle                | 0 |

**Dispositions:**

|                       |   |
|-----------------------|---|
| Compliance Order      | 0 |
| Completed             | 0 |
| No Violation          | 0 |
| Animal Picked Up      | 0 |
| Unable to Locate      | 0 |
| Pending Investigation | 0 |
| Charges/Arrest        | 0 |

**NARRATIVE:** No complaint responses for animal cruelty this month.

**Town of Cortlandville**

**Complaints YTD** **27**

**Complaints This Month** **6**

**Animal Cruelty:**

|                         |   |
|-------------------------|---|
| Dog/Cat Abandonment     | 0 |
| Dog/Cat Abuse           | 0 |
| Dog/Cat Neglect         | 1 |
| Dog/Cat Cruelty         | 0 |
| Other Neglect/Cruelty   | 0 |
| 373-4 Seizure           | 0 |
| Dog/Cat Sick or Injured | 1 |
| Inadequate Shelter      | 0 |
| Hot/Cold Vehicle        | 4 |

**Dispositions:**

|                       |   |
|-----------------------|---|
| Compliance Order      | 0 |
| Completed             | 0 |
| No Violation          | 4 |
| Animal Picked Up      | 1 |
| Unable to Locate      | 0 |
| Pending Investigation | 0 |
| Charges/Arrest/Ticket | 1 |

**NARRATIVE:** Injured cat, possibly hit by car - cat picked up and transported to shelter for care. Four dogs in hot vehicles - no violations/necessary advice rendered. Dog not being taken care of - tickets issued.

**Town of Cuyler**

**Complaints YTD** **1**

**Complaints This Month** **0**

**Animal Cruelty:**

|                                 |   |
|---------------------------------|---|
| Dog/Cat Abandonment             | 0 |
| Dog/Cat Abuse                   | 0 |
| Dog/Cat Neglect                 | 0 |
| Dog/Cat Cruelty                 | 0 |
| Other Neglect/Cruelty           | 0 |
| Loose Farm Animal/Public Safety | 0 |
| Dog/Cat Sick or Injured         | 0 |
| Inadequate Shelter              | 0 |
| Hot/Cold Vehicle                | 0 |

**Dispositions:**

|                       |   |
|-----------------------|---|
| Compliance Order      | 0 |
| Completed             | 0 |
| No Violation          | 0 |
| Animal Picked Up      | 0 |
| Unable to Locate      | 0 |
| Pending Investigation | 0 |
| Charges/Arrest        | 0 |

**NARRATIVE:** No complaint responses for animal cruelty this month.

### Town of Freetown

|                                 |          |
|---------------------------------|----------|
| <b>Complaints YTD</b>           | <b>1</b> |
| Complaints This Month           | 1        |
| <b>Animal Cruelty:</b>          |          |
| Dog/Cat Abandonment             | 0        |
| Dog/Cat Abuse                   | 0        |
| Dog/Cat Neglect                 | 0        |
| Dog/Cat Cruelty                 | 0        |
| Other Neglect/Cruelty           | 1        |
| Loose Farm Animal/Public Safety | 0        |
| Dog/Cat Sick or Injured         | 0        |
| Inadequate Shelter              | 0        |
| Hot/Cold Vehicle                | 0        |

#### Dispositions:

|                       |   |
|-----------------------|---|
| Compliance Order      | 0 |
| Completed             | 0 |
| No Violation          | 1 |
| Animal Picked Up      | 0 |
| Unable to Locate      | 0 |
| Pending Investigation | 0 |
| Charges/Arrest        | 0 |

**NARRATIVE:** Rabbits bought at auction and released outside to fend for themselves - unfounded/no violation.

### Town of Harford

|                                 |          |
|---------------------------------|----------|
| <b>Complaints YTD</b>           | <b>2</b> |
| Complaints This Month           | 0        |
| <b>Animal Cruelty:</b>          |          |
| Dog/Cat Abandonment             | 0        |
| Dog/Cat Abuse                   | 0        |
| Dog/Cat Neglect                 | 0        |
| Dog/Cat Cruelty                 | 0        |
| Other Neglect/Cruelty           | 0        |
| Loose Farm Animal/Public Safety | 0        |
| Dog/Cat Sick or Injured         | 0        |
| Inadequate Shelter              | 0        |
| Hot/Cold Vehicle                | 0        |

#### Dispositions:

|                       |   |
|-----------------------|---|
| Compliance Order      | 0 |
| Completed             | 0 |
| No Violation          | 0 |
| Animal Picked Up      | 0 |
| Unable to Locate      | 0 |
| Pending Investigation | 0 |
| Charges/Arrest        | 0 |

**NARRATIVE:** No complaint responses for animal cruelty this month.

### Town of Homer

|                         |          |
|-------------------------|----------|
| <b>Complaints YTD</b>   | <b>8</b> |
| Complaints This Month   | 3        |
| <b>Animal Cruelty:</b>  |          |
| Dog/Cat Abandonment     | 1        |
| Dog/Cat Abuse           | 0        |
| Dog/Cat Neglect         | 1        |
| Dog/Cat Cruelty         | 0        |
| Other Neglect/Cruelty   | 1        |
| Dead Animal             | 0        |
| Dog/Cat Sick or Injured | 0        |
| Inadequate Shelter      | 0        |
| Hot/Cold Vehicle        | 0        |

#### Dispositions:

|                       |   |
|-----------------------|---|
| Compliance Order      | 0 |
| Completed             | 1 |
| No Violation          | 2 |
| Animal Picked Up      | 0 |
| Unable to Locate      | 0 |
| Pending Investigation | 0 |
| Charges/Arrest        | 0 |

**NARRATIVE:** Two cats abandoned - referred to appropriate party covering jurisdiction. Ducks in small cage - no violation. Two cats in unhealthy/unsanitary conditions - unfounded/no violation.

Town of Lapeer

|                                 |          |
|---------------------------------|----------|
| <b>Complaints YTD</b>           | <b>1</b> |
| Complaints This Month           | 0        |
| <b>Animal Cruelty:</b>          |          |
| Dog/Cat Abandonment             | 0        |
| Dog/Cat Abuse                   | 0        |
| Dog/Cat Neglect                 | 0        |
| Dog/Cat Cruelty                 | 0        |
| Other Neglect/Cruelty           | 0        |
| Loose Farm Animal/Public Safety | 0        |
| Dog/Cat Sick or Injured         | 0        |
| Inadequate Shelter              | 0        |
| Hot/Cold Vehicle                | 0        |

**Dispositions:**

|                       |   |
|-----------------------|---|
| Compliance Order      | 0 |
| Completed             | 0 |
| No Violation          | 0 |
| Animal Picked Up      | 0 |
| Unable to Locate      | 0 |
| Pending Investigation | 0 |
| Charges/Arrest        | 0 |

**NARRATIVE:** No complaint responses for animal cruelty this month.

Town/Village of Marathon

|                                 |          |
|---------------------------------|----------|
| <b>Complaints YTD</b>           | <b>5</b> |
| Complaints This Month           | 0        |
| <b>Animal Cruelty:</b>          |          |
| Dog/Cat Abandonment             | 0        |
| Dog/Cat Abuse                   | 0        |
| Dog/Cat Neglect                 | 0        |
| Dog/Cat Cruelty                 | 0        |
| Other Neglect/Cruelty           | 0        |
| Loose Farm Animal/Public Safety | 0        |
| Dog/Cat Sick or Injured         | 0        |
| Inadequate Shelter              | 0        |
| Hot/Cold Vehicle                | 0        |

**Dispositions:**

|                       |   |
|-----------------------|---|
| Compliance Order      | 0 |
| Completed             | 0 |
| No Violation          | 0 |
| Animal Picked Up      | 0 |
| Unable to Locate      | 0 |
| Pending Investigation | 0 |
| Charges/Arrest        | 0 |

**NARRATIVE:** No complaint responses for animal cruelty this month.

Village of McGraw

|                                 |          |
|---------------------------------|----------|
| <b>Complaints YTD</b>           | <b>4</b> |
| Complaints This Month           | 0        |
| <b>Animal Cruelty:</b>          |          |
| Dog/Cat Abandonment             | 0        |
| Dog/Cat Abuse                   | 0        |
| Dog/Cat Neglect                 | 0        |
| Dog/Cat Cruelty                 | 0        |
| Other Neglect/Cruelty           | 0        |
| Loose Farm Animal/Public Safety | 0        |
| Dog/Cat Sick or Injured         | 0        |
| Inadequate Shelter              | 0        |
| Hot/Cold Vehicle                | 0        |

**Dispositions:**

|                       |   |
|-----------------------|---|
| Compliance Order      | 0 |
| Completed             | 0 |
| No Violation          | 0 |
| Animal Picked Up      | 0 |
| Unable to Locate      | 0 |
| Pending Investigation | 0 |
| Charges/Arrest        | 0 |

**NARRATIVE:** No Complaint responses for animal cruelty this month.

### Town of Preble

|                                 |          |
|---------------------------------|----------|
| <b>Complaints YTD</b>           | <b>3</b> |
| <b>Complaints This Month</b>    | <b>1</b> |
| <b>Animal Cruelty:</b>          |          |
| Dog/Cat Abandonment             | 0        |
| Dog/Cat Abuse                   | 1        |
| Dog/Cat Neglect                 | 0        |
| Dog/Cat Cruelty                 | 0        |
| Other Neglect/Cruelty           | 0        |
| Loose Farm Animal/Public Safety | 0        |
| Dog/Cat Sick or Injured         | 0        |
| Inadequate Shelter              | 0        |
| Hot/Cold Vehicle                | 0        |

#### Dispositions:

|                       |   |
|-----------------------|---|
| Compliance Order      | 0 |
| Completed             | 0 |
| No Violation          | 0 |
| Animal Picked Up      | 0 |
| Unable to Locate      | 0 |
| Pending Investigation | 1 |
| Charges/Arrest        | 0 |

**NARRATIVE:** Dog punches in head by owner's grandson - pending Investigation.

### Town of Scott

|                                 |          |
|---------------------------------|----------|
| <b>Complaints YTD</b>           | <b>1</b> |
| <b>Complaints This Month</b>    | <b>0</b> |
| <b>Animal Cruelty:</b>          |          |
| Dog/Cat Abandonment             | 0        |
| Dog/Cat Abuse                   | 0        |
| Dog/Cat Neglect                 | 0        |
| Dog/Cat Cruelty                 | 0        |
| Other Neglect/Cruelty           | 0        |
| Loose Farm Animal/Public Safety | 0        |
| Dog/Cat Sick or Injured         | 0        |
| Inadequate Shelter              | 0        |
| Hot/Cold Vehicle                | 0        |

#### Dispositions:

|                       |   |
|-----------------------|---|
| Compliance Order      | 0 |
| Completed             | 0 |
| No Violation          | 0 |
| Animal Picked Up      | 0 |
| Unable to Locate      | 0 |
| Pending Investigation | 0 |
| Charges/Arrest        | 0 |

**NARRATIVE:** No complaint responses for animal cruelty this month.

### Town of Solon

|                                 |          |
|---------------------------------|----------|
| <b>Complaints YTD</b>           | <b>2</b> |
| <b>Complaints This Month</b>    | <b>1</b> |
| <b>Animal Cruelty:</b>          |          |
| Dog/Cat Abandonment             | 0        |
| Dog/Cat Abuse                   | 0        |
| Dog/Cat Neglect                 | 1        |
| Dog/Cat Cruelty                 | 0        |
| Other Neglect/Cruelty           | 0        |
| Loose Farm Animal/Public Safety | 0        |
| Dog/Cat Sick or Injured         | 0        |
| Inadequate Shelter              | 0        |
| Hot/Cold Vehicle                | 0        |

#### Dispositions:

|                       |   |
|-----------------------|---|
| Compliance Order      | 0 |
| Completed             | 0 |
| No Violation          | 0 |
| Animal Picked Up      | 0 |
| Unable to Locate      | 0 |
| Pending Investigation | 1 |
| Charges/Arrest        | 0 |

**NARRATIVE:** Dog with blood on nose/needs veterinary care - pending Investigation.

Town of Taylor

|                                 |          |
|---------------------------------|----------|
| <b>Complaints YTD</b>           | <b>2</b> |
| <b>Complaints This Month</b>    | <b>0</b> |
| <b>Animal Cruelty:</b>          |          |
| Dog/Cat Abandonment             | 0        |
| Dog/Cat Abuse                   | 0        |
| Dog/Cat Neglect                 | 0        |
| Dog/Cat Cruelty                 | 0        |
| Other Neglect/Cruelty           | 0        |
| Loose Farm Animal/Public Safety | 0        |
| Dog/Cat Sick or Injured         | 0        |
| Inadequate Shelter              | 0        |
| Hot/Cold Vehicle                | 0        |

**Dispositions:**

|                       |   |
|-----------------------|---|
| Compliance Order      | 0 |
| Completed             | 0 |
| No Violation          | 0 |
| Animal Picked Up      | 0 |
| Unable to Locate      | 0 |
| Pending Investigation | 0 |
| Charges/Arrest        | 0 |

**NARRATIVE:** No complaint responses for animal cruelty this month.

Town of Truxton

|                                 |          |
|---------------------------------|----------|
| <b>Complaints YTD</b>           | <b>0</b> |
| <b>Complaints This Month</b>    | <b>0</b> |
| <b>Animal Cruelty:</b>          |          |
| Dog/Cat Abandonment             | 0        |
| Dog/Cat Abuse                   | 0        |
| Dog/Cat Neglect                 | 0        |
| Dog/Cat Cruelty                 | 0        |
| Other Neglect/Cruelty           | 0        |
| Loose Farm Animal/Public Safety | 0        |
| Dog/Cat Sick or Injured         | 0        |
| Inadequate Shelter              | 0        |
| Hot/Cold Vehicle                | 0        |

**Dispositions:**

|                       |   |
|-----------------------|---|
| Compliance Order      | 0 |
| Completed             | 0 |
| No Violation          | 0 |
| Animal Picked Up      | 0 |
| Unable to Locate      | 0 |
| Pending Investigation | 0 |
| Charges/Arrest        | 0 |

**NARRATIVE:** No complaint responses for animal cruelty this month.

Town of Virgil

|                              |          |
|------------------------------|----------|
| <b>Complaints YTD</b>        | <b>1</b> |
| <b>Complaints This Month</b> | <b>0</b> |
| <b>Animal Cruelty:</b>       |          |
| Dog/Cat Abandonment          | 0        |
| Dog/Cat Abuse                | 0        |
| Dog/Cat Neglect              | 0        |
| Dog/Cat Cruelty              | 0        |
| Other Neglect/Cruelty        | 0        |
| 373-4 Seizure                | 0        |
| Dog/Cat Sick or Injured      | 0        |
| Inadequate Shelter           | 0        |
| Hot/Cold Vehicle             | 0        |

**Dispositions:**

|                       |   |
|-----------------------|---|
| Compliance Order      | 0 |
| Completed             | 0 |
| No Violation          | 0 |
| Animal Picked Up      | 0 |
| Unable to Locate      | 0 |
| Pending Investigation | 0 |
| Charges/Arrest        | 0 |

**NARRATIVE:** No complaint responses for animal cruelty this month.

**Town of Willet**

**Complaints YTD** **1**

**Complaints This Month** **1**

***Animal Cruelty:***

Dog/Cat Abandonment 0

Dog/Cat Abuse 0

Dog/Cat Neglect 1

Dog/Cat Cruelty 0

Other Neglect/Cruelty 0

Loose Farm Animal/Public Safety 0

Dog/Cat Sick or Injured 0

Inadequate Shelter 0

Hot/Cold Vehicle 0

***Dispositions:***

Compliance Order 1

Completed 0

No Violation 0

Animal Picked Up 0

Unable to Locate 0

Pending Investigation 0

Charges/Arrest 0

**NARRATIVE:** Dogs in trailer unhealthy/unsanitary conditions - compliance order.

**YTD Complaints:** **64**

**Complaint Totals this Month:** **13**