

Cayuga Lake Watershed Intermunicipal Organization
2022 Resolutions

Contents

CWIO Resolutions 2022..... 3
CWIO Resolution 2022 – 1 on 1/26/22: Approval of Payment for Zoom License. 3
CWIO Resolution 2022 – 2 on 1/26/22: Set Starting Salary for the Watershed Manager and Approve Negotiating a Contract with Hobart and William Smith College to House the Watershed Manager: 3
CWIO Resolution 2022 – 3 on 1/26/22: Approval of the Revised CWIO Watershed Manager Job Description (appendix A) 4
CWIO Resolution 2022 – 4 on 1/26/22: Urging NYS to Assist in Preserving Camp Barton Land 5
CWIO Resolution 2022 – 5 on 1/26/22 : Approval of the 2022 Purchase Order Agreement (POA) for Ian Smith Project Work 7
CWIO Resolution 2022 – 6 on 1/26/22: Authorization for the CWIO Executive Committee to Submit Comments on the Proposed New Listings of 303(d) Waters on behalf of the Cayuga Lake Watershed Intermunicipal Organization 8
Resolution 2022-7: Payment of Bill..... 8
Resolution 2022-8 to Set a Starting Salary for a Watershed Manager and Approve Negotiating a Contract with Hobart and William Smith College to House the Watershed Manager:..... 8
Resolution 2022-9: Approval of the revised CWIO Watershed Manager Job Description 9
Resolution 2022-10: Approval of Letter Supporting Preservation of Camp Barton. 9
Resolution 2022-11: Approve 2022 POA for Ian Smith Project Work 11
1/26 Resolution 2022-12: Authorization for the CWIO Executive Committee to Submit Comments on the Proposed New Listings of 303(d) Waters on behalf of the Cayuga Lake Watershed Intermunicipal Organization..... 12
No motions at 2/23 meeting..... 12
3/23 Resolution 2022-13: Authorizing the Executive Committee to Take Actions to Hire a Watershed Manager..... 12
4/27 Resolution 2022-14: Resolution to approve minutes..... 12
4/27 Resolution 2022-15: Resolution to approve the monthly finance report..... 12
4/27 Resolution 2022-16: Resolution to approve payment of bills..... 12
5/25 Resolution 2022-17 to approve minutes and monthly financial report..... 13
5/25 Resolution 2022-18 to approve comments from CWIO regarding the Climate Leadership and Community Protection Act Draft Scoping Document. 13

5/25 Resolution 2022-19 to approve a special committee for outreach to state legislators and state department staff..... 13

Name: State Outreach Committee 13

6/22 Resolution 2022-20: Resolution to approve minutes and monthly financial report 14

6/22 Resolution 2022-21: Approval of Payment of Bills..... 14

6/22 Resolution 2022-22-Approval of sharing cost of UV Lamp. 14

6/22 Resolution 2022-23: Delegating Hiring Decision to the Interview Committee 14

7/27/22 Resolution 2022-24: Approve minutes and finance report. 14

7/27/22 Resolution 2022-25: Resolution to approve reimbursement 15

7/27/22 Resolution 2022-26: Resolution to approve letter of appreciation of Nathaniel Launer 15

8/24/22 Resolution 2022-27: Resolution to approve minutes and finance report. 15

8/24/22 Resolution 2022-28: Resolution to delegate letters of support for CWIO aligned grant applications..... 15

9/28/22 Resolution 2022-29: to approve finance report. 15

9/28/22 Resolution 2022-30: to approve payment of bill. 15

9/28/22 Resolution 2022-31: authorizing the CWIO Executive Committee to approve website work. 15

9/28/22 Resolution 2022-32: to approve a letter of appreciation. 16

10/26/22 Resolution 2022-33: to approve minutes and finance report. 16

11/16/22 Resolution 2022-34: to approve finance report and meeting minutes 16

11/16/22 Resolution 2022-35: to authorize the Executive Committee to submit comments on the Great Lakes Action Agenda. 16

11/16/22 Resolution 2022-36: to authorize the Executive Committee to submit a letter of support for control of Hemlock Woolly Adelgid in specific NYS Parks. 16

APPROVAL OF CAYUGA LAKE WATERSHED INTERMUNICIPAL ORGANIZATION (CWIO) ADMINISTRATIVE CENTER..... 16

RESOLUTION APPROVING THE 2023 BUDGET 16

RESOLUTION APPOINTING THE CWIO CHAIR FOR 2023 19

RESOLUTION APPOINTING THE CWIO VICE CHAIR FOR 2023..... 20

RESOLUTION APPOINTING CWIO EXECUTIVE COMMITTEE MEMBERS FOR 2023 20

RESOLUTION APPOINTING THE CWIO TECHNICAL ADVISORY COMMITTEE (TAC)..... 20

RESOLUTION APPOINTING THE EDUCATION, PUBLIC PARTICIPATION, AND OUTREACH COMMITTEE (EPPOC) 20

RESOLUTION APPOINTING AN FINANCE COMMITTEE..... 20

RESOLUTION APPOINTING AN MEMBERSHIP AND NOMINATING COMMITTEE 21

RESOLUTION APPOINTING AN STATE OUTREACH COMMITTEE 21

Associate and Ex-Officio Member Appointments:..... 21

2023 Meeting dates 21

Executive Committee Resolutions 2022 22

Resolution EC-1: to approve minor changes to the MOA for Tompkins County. 22

2/8/22 Resolution EC2: to Approve Submission of Comments on the 303(d) Listing Status of Cayuga Lake 22

2/15/22 Resolution EC3: to Approve Submission of Comments on the DEC’s draft SPDES CAFO General Permit..... 22

Resolution EC4: to Approve Changes to the MOA for the Town of Geneva 23

Resolution EC5: to Approve Changes to the MOA for the Town of Ulysses..... 23

Resolution EC6: to Approve Changes to the MOA for Cayuga County 23

3/29/22 Resolution EC7: to Approve Documents to Hire a Watershed Manager..... 23

6/29/22 Resolution EC8: to Endorsing the Recommendation to Hire a Watershed Manager..... 24

9/6/22 Resolution EC9: to Approve Payment of Bill to CNYRPDB 24

11/22/22 Resolution to approve the Great Lakes Action Agenda comments for submittal on behalf of the CWIO as discussed and finalized at their 11/22 meeting. 24

Appendix A..... 25

Cayuga Lake Watershed Intermunicipal Organization (CWIO) WATERSHED MANAGER 25

Purchase Order Agreement with HWS and ToI on behalf of CWIO..... 28

CWIO Resolutions 2022

CWIO Resolution 2022 – 1 on 1/26/22: Approval of Payment for Zoom License.

Resolved that the CWIO approves a reimbursement payment of \$117.05 for a zoom license for 2022 payable to Elizabeth G. Thomas.

CWIO Resolution 2022 – 2 on 1/26/22: Set Starting Salary for the Watershed Manager and Approve Negotiating a Contract with Hobart and William Smith College to House the Watershed Manager:

Whereas the CWIO Executive Committee reviewed salaries of Watershed Managers or their equivalent in other Finger Lakes watersheds, and

Whereas the CWIO Executive Committee explored and considered various options throughout the Watershed for where to house a Watershed Manager, now therefore be it

Resolved that based on starting salaries within the Finger Lakes region for other Watershed Managers, the Cayuga Lake Watershed Intermunicipal Organizations approves a starting annual salary of \$59,000 plus benefits to hire a full time Watershed Manager, and be it further

Resolved that the CWIO authorizes the Executive Committee to negotiate a contract with Hobart and William Smith Colleges to house a Watershed Manager.

Moved: Roxanna Johnston Seconded: Tom Vawter

Vote: Unanimous

Date: 1/26/22

CWIO Resolution 2022 – 3 on 1/26/22: Approval of the Revised CWIO Watershed Manager Job Description (appendix A)

Whereas of the major Finger Lakes watersheds, the Cayuga Lake watershed is the only one without any staff to help with education, outreach, coordination, and implementation of projects that would improve, or protect, the water quality within the watershed; and

Whereas the Cayuga Lake Watershed Intermunicipal Organization (CWIO) adopted a funding formula in 2021 to fairly calculate annual municipal dues to provide adequate funding to hire a Watershed Manager to help achieve the mission and goals of the CWIO, and

Whereas the CWIO received a Park Foundation grant funding the position for the first two years; and

Whereas the CWIO adopted a draft Watershed Manager job description on August 25, 2021; and

Whereas the draft Watershed Manager job description was reviewed and revised based upon discussions with watershed managers in other watersheds, now therefore be it

Resolved that the CWIO accepts the job description for a Watershed Manager for the Cayuga Lake watershed as presented at the CWIO meeting on January 26, 2022, and further

Resolved that CWIO empowers the Executive Committee to review and approve minor changes, if any, that HWS may require.

Moved: Roxanna Johnston Seconded: Tom Vawter

Vote: Unanimous

Date: 1/26/22

CWIO Resolution 2022 – 4 on 1/26/22: Urging NYS to Assist in Preserving Camp Barton Land

The Cayuga Lake Watershed Intermunicipal Organization (CWIO)—an organization officially recognized by New York State—encompasses 57 governments that work collaboratively to protect waters within the watershed. CWIO acted on the following resolution on January 26, 2022:

WHEREAS the preservation of rare tracts of undeveloped lands along the shores of Cayuga Lake is important not only for water quality protection, but for habitat preservation and public access; and

WHEREAS Camp Barton is an approximately 130-acre Boy Scout Camp on the steeply sloped west side of Cayuga Lake on a designated Scenic Byway in the Finger Lakes region with nearly 2,600 feet of lake frontage and the scenic Frontenac Creek in the Town of Covert, Seneca County; and

WHEREAS the Baden-Powell Council of the Boy Scouts of America must raise funds very soon by selling land to offset its legal obligations; and

WHEREAS if sold, this property would most likely result in the construction of single-family homes with separate septic systems; and

WHEREAS clearing the natural vegetation from land with steep, wet slopes such as this to accommodate buildings, pavement and drainage requirements often increases surface water runoff and runoff velocity which contributes to both higher amounts of nutrients running into the lake as well as increased erosion and resultant sediments. Preserving the natural existing woodlands more efficiently filters water and slows stormwater runoff; and

WHEREAS emerging patterns of harmful algal blooms (HABs) show that spikes in HABs often occur after high stormwater runoff events; and

WHEREAS, harmful algal blooms (HABs) negatively affect the health and recreational use of Cayuga Lake, and the Community Science Institute (CSI) has documented 102 HABs in Cayuga Lake in 2021 which is a 250% increase since 2018, and CSI also noted that “This year stood out due to the occurrence of widespread bloom events and many ‘late season’ blooms,” and

WHEREAS the Village of Trumansburg has a public drinking water well on the Camp Barton property that supplies public water for the Village of Trumansburg and beyond. Protecting this drinking water source from development is critical to the health of those within the water districts; and

WHEREAS approximately 90% of the Cayuga Lake waterfront is under private ownership and inaccessible to the public, and

WHEREAS Camp Barton is one of the few remaining undeveloped lakeshore properties on Cayuga Lake, and

WHEREAS the Town of Covert in Seneca County and the Town of Ulysses and Village of Trumansburg in Tompkins County have signed a Memorandum of Understanding to pursue alternative solutions,

and have sent a letter to Governor Kathy Hochul asking for sufficient funding to purchase the property and protect it for use by the public and the Boy Scouts under joint management by the municipalities; and

WHEREAS the following list of state, local, and non-profit plans and documents support the preservation of Camp Barton as its existing use or one with lower impact;

- Boy Scout land, and specifically Camp Barton, have been identified as a state priority in the NYS DEC's 2016 *Open Space Conservation Plan* and specifically mention "NYS Parks is interested in acquiring this property"(pages 125, 150)¹.
- In the New York State DEC's *Harmful Algal Bloom Action Plan for Cayuga Lake*², the following goals and actions are recommended:
 - Section 13.3.1 Priority 1 Projects, mid-term goal 10 (page 76): "... conserve lands within the watershed to protect and maintain existing buffers..."
 - Section 13.3.2 Priority 2 Projects, section 13.8 Coordination Actions (long-term #2 page 81): "... facilitate acquisitions of conservation easements to implement watershed protection strategies... for water quality protection."
- The Finger Lakes Land Trust lists preservation of undeveloped shoreline as one of the top 10 Conservation Strategies³.
- Two of the goals in the 2017 *Cayuga Lake Watershed Restoration and Protection Plan*⁴ is to "preserve open space, wetlands, and riparian areas for effective water quality protection." and to "Protect and expand public access to the lake" (page 16).
- "Recommendations for Action and Next Steps" in the 2017 *Cayuga Lake Watershed Restoration and Protection Plan*⁴ (pg 20) are "identifying and preserving critical resource areas." and "Encourage state and local efforts to provide public access to the lake and its tributaries."
- The NYS Department of Environmental Conservation's draft *Total Maximum Daily Load for Phosphorus in Cayuga Lake (TMDL)*⁵ lists section 7.8.3 Land Conservation (page 79) as part of the recommended phosphorus management strategies.

Now therefore be it

RESOLVED, That the Cayuga Lake Watershed Intermunicipal Organization hereby requests that Governor Kathy Hochul include funding in the NYS 2022 budget for the purchase of this unique, natural resource and supports management of the property by the municipalities, thereby protecting it from development and environmental degradation for future generations, and further

RESOLVED, that a copy of this resolution be sent to the Honorable New York State Governor Kathy Hochul, the Honorable New York State Senators Pamela Helming, Tom O'Mara, Peter Oberacker, the Honorable New York State Assemblyperson Anna Kelles, NYS Senate Leader Andrea Stewart-Cousins,

¹ https://www.dec.ny.gov/docs/lands_forests_pdf/osp2016final1.pdf

² https://www.dec.ny.gov/docs/water_pdf/cayugahabplan.pdf

³ <https://www.flit.org/wp-content/uploads/2016/09/FLLT-Bookletlo-res.pdf>

⁴ https://www.cayugalake.org/wp-content/uploads/clwrpp_2017_final_4_30_17.pdf

⁵ [https://www.dec.ny.gov/docs/water_pdf/draftcayugatmdl\(1\).pdf](https://www.dec.ny.gov/docs/water_pdf/draftcayugatmdl(1).pdf)

Assembly Leader Carl Heastie, the New York State Commissioner of Parks, Recreation, and Historic Preservation, Erik Kulleseid, New York State Association of Counties, the Towns of Covert and Ulysses and the Village of Trumansburg.

Vote

Moved by: Elizabeth Thomas – Chair and Town of Ulysses

Seconded by: Kent Hubble – Village of Cayuga Heights

Vote:

ayes: Michael Allinger – Supervisor, Town of Newfield, Jackie Cassaniti, Town of Caroline, Tony Del Plato, Village of Interlaken, Carolyn Greenwald, Village of Lansing, Kent Hubble, Village of Cayuga Heights, Margaret Johnson, Town of Ithaca, Roxanna Johnston, City of Ithaca, Darby Kiley, Tompkins County, Stephanie Redmond, Town of Enfield, Mitchell Rowe, Seneca County, Don Slocum, Town of Genoa, Elizabeth Thomas, Town of Ulysses, Michael Reynolds, Town of Covert, Tom Vawter, Town of Lansing

nays: none

abstentions: none

Date: January 26, 2022

CWIO Resolution 2022 – 5 on 1/26/22 : Approval of the 2022 Purchase Order Agreement (POA) for Ian Smith Project Work

Resolved that the CWIO approves renewal of the Purchase Order Agreement (POA) in the amount of \$8000 with the Finger Lakes Institute (FLI) at Hobart and William Smith Colleges (HWS) to assist CWIO with organizational capability and capacity expansion efforts. FLI staff member and Seneca Watershed Steward (SWS), Ian Smith, will continue work on the Six Mile Creek stormwater runoff project, work with CWIO's new Watershed Manager, and assist CWIO with educational, project implementation and administrative tasks as requested, and be it further

Resolved that CWIO recommends this resolution to the Town of Ithaca for ratification as the CWIO Municipal Administrator.

Moved by: Roxanna Johnston, Seconded by Tony DelPlato

Vote: unanimous in favor.

Date: 1/26/22

CWIO Resolution 2022 – 6 on 1/26/22: Authorization for the CWIO Executive Committee to Submit Comments on the Proposed New Listings of 303(d) Waterson behalf of the Cayuga Lake Watershed Intermunicipal Organization

Resolved that CWIO authorizes the CWIO Executive Committee to submit comments to the NYS Department of Environmental Conservation on the recently proposed 303(d) listings of waters within the Cayuga Lake Watershed.

Moved: Tom Vawter Seconded: Kent Hubble

Vote: Unanimous

Date 1/26/22

Resolution 2022-7: Payment of Bill

RESOLVED that the CWIO approves reimbursement payment of the zoom license for 2022 in the amount of \$117.05 to Elizabeth G. Thomas.

Moved: Roxy Johnston Seconded: Don Slocum Vote: 13 in favor. Liz Thomas abstaining

Date 1/26/22

Resolution 2022-8 to Set a Starting Salary for a Watershed Manager and Approve Negotiating a Contract with Hobart and William Smith College to House the Watershed Manager:

WHEREAS the CWIO Executive Committee reviewed salaries of Watershed Managers or their equivalent in other Finger Lakes watersheds, and

WHEREAS the CWIO Executive Committee explored and considered various options throughout the Watershed for where to house a Watershed Manager.

Therefore be it

RESOLVED that based on starting salaries within the Finger Lakes region for other Watershed Intermunicipal Organizations approves a starting annual salary of \$59,000 and benefits to hire a full time Watershed Manager, and further

RESOLVED that the CWIO authorizes the Executive Committee to develop a contract with Hobart and William Smith Colleges to house a Watershed Manager.

Moved: Roxy Johnston Seconded: Tom Vawter

Roll call Vote: Unanimous

Resolution 2022-9: Approval of the revised CWIO Watershed Manager Job Description

Whereas of the major Finger Lakes watersheds, the Cayuga Lake watershed is the only one without any staff to help with education, outreach, coordination, and implementation of projects that would improve, or protect, the water quality within the watershed; and

Whereas the Cayuga Lake Watershed Intermunicipal Organization (CWIO) adopted a funding formula in 2021 to fairly calculate annual municipal dues to provide adequate funding to hire a Watershed Manager to help achieve the mission and goals of the CWIO, and

Whereas the CWIO received a Park Foundation grant funding the position for the first two years; and

Whereas the CWIO adopted a draft Watershed Manager job description on August 25, 2021; and

Whereas the draft Watershed Manager job description was reviewed and revised based upon discussions with watershed managers in other watersheds, now therefore be it

Resolved that the CWIO accepts the job description for a Watershed Manager for the Cayuga Lake watershed as presented at the CWIO meeting on January 26, 2022, and further

Resolved that CWIO empowers the Executive Committee to review and approve minor changes, if any, that HWS may require.

Moved: Roxy Johnston Seconded: Tom Vawter

Roll call Vote: Unanimous

Date 1/26/22

Resolution 2022-10: Approval of Letter Supporting Preservation of Camp Barton.

The Cayuga Lake Watershed Intermunicipal Organization (CWIO)—an organization officially recognized by New York State—encompasses 57 governments that work collaboratively to protect waters within the watershed. CWIO acted on the following resolution on January 26, 2022:

WHEREAS the preservation of rare tracts of undeveloped lands along the shores of Cayuga Lake is important not only for water quality protection, but for habitat preservation and public access; and

WHEREAS Camp Barton is an approximately 130-acre Boy Scout Camp on the steeply sloped west side of Cayuga Lake on a designated Scenic Byway in the Finger Lakes region with nearly 2,600 feet of lake frontage and the scenic Frontenac Creek in the Town of Covert, Seneca County; and

WHEREAS the Baden-Powell Council of the Boy Scouts of America must raise funds very soon by selling land to offset its legal obligations; and

WHEREAS if sold, this property would most likely result in the construction of single-family homes with separate septic systems; and

WHEREAS clearing the natural vegetation from land with steep, wet slopes such as this to accommodate buildings, pavement and drainage requirements often increases surface water runoff and runoff velocity which contributes to both higher amounts of nutrients running into the lake as

well as increased erosion and resultant sediments. Preserving the natural existing woodlands more efficiently filters water and slows stormwater runoff; and

WHEREAS emerging patterns of harmful algal blooms (HABs) show that spikes in HABs often occur after high stormwater runoff events; and

WHEREAS, harmful algal blooms (HABs) negatively affect the health and recreational use of Cayuga Lake, and the Community Science Institute (CSI) has documented 102 HABs in Cayuga Lake in 2021 which is a 250% increase since 2018, and CSI also noted that “This year stood out due to the occurrence of widespread bloom events and many ‘late season’ blooms,” and

WHEREAS the Village of Trumansburg has a public drinking water well on the Camp Barton property that supplies public water for the Village of Trumansburg and beyond. Protecting this drinking water source from development is critical to the health of those within the water districts; and

WHEREAS approximately 90% of the Cayuga Lake waterfront is under private ownership and inaccessible to the public, and

WHEREAS Camp Barton is one of the few remaining undeveloped lakeshore properties on Cayuga Lake, and

WHEREAS the Town of Covert in Seneca County and the Town of Ulysses and Village of Trumansburg in Tompkins County have signed a Memorandum of Understanding to pursue alternative solutions, and have sent a letter to Governor Kathy Hochul asking for sufficient funding to purchase the property and protect it for use by the public and the Boy Scouts under joint management by the municipalities; and

WHEREAS the following list of state, local, and non-profit plans and documents support the preservation of Camp Barton as its existing use or one with lower impact;

- Boy Scout land, and specifically Camp Barton, have been identified as a state priority in the NYS DEC’s 2016 Open Space Conservation Plan and specifically mention “NYS Parks is interested in acquiring this property”(pages 125, 150)⁶.
- In the New York State DEC’s Harmful Algal Bloom Action Plan for Cayuga Lake⁷, the following goals and actions are recommended:
 - Section 13.3.1 Priority 1 Projects, mid-term goal 10 (page 76): “... conserve lands within the watershed to protect and maintain existing buffers...”
 - Section 13.3.2 Priority 2 Projects, section 13.8 Coordination Actions (long-term #2 page 81): “... facilitate acquisitions of conservation easements to implement watershed protection strategies... for water quality protection.”
- The Finger Lakes Land Trust lists preservation of undeveloped shoreline as one of the top 10 Conservation Strategies⁸.

⁶ https://www.dec.ny.gov/docs/lands_forests_pdf/osp2016final1.pdf

⁷ https://www.dec.ny.gov/docs/water_pdf/cayugahabplan.pdf

⁸ <https://www.flit.org/wp-content/uploads/2016/09/FLLT-Bookletlo-res.pdf>

- Two of the goals in the 2017 Cayuga Lake Watershed Restoration and Protection Plan⁴ is to “preserve open space, wetlands, and riparian areas for effective water quality protection.” and to “Protect and expand public access to the lake” (page 16).
- “Recommendations for Action and Next Steps” in the 2017 Cayuga Lake Watershed Restoration and Protection Plan⁹ (pg 20) are “identifying and preserving critical resource areas.” and “Encourage state and local efforts to provide public access to the lake and its tributaries.”
- The NYS Department of Environmental Conservation’s draft Total Maximum Daily Load for Phosphorus in Cayuga Lake (TMDL¹⁰) lists section 7.8.3 Land Conservation (page 79) as part of the recommended phosphorus management strategies.

Now therefore be it

RESOLVED, That the Cayuga Lake Watershed Intermunicipal Organization hereby requests that Governor Kathy Hochul include funding in the NYS 2022 budget for the purchase of this unique, natural resource and supports management of the property by the municipalities, thereby protecting it from development and environmental degradation for future generations, and further

RESOLVED, that a copy of this resolution be sent to the Honorable New York State Governor Kathy Hochul, the Honorable New York State Senators Pamela Helming, Tom O’Mara, Peter Oberacker, the Honorable New York State Assemblyperson Anna Kelles, NYS Senate Leader Andrea Stewart-Cousins, Assembly Leader Carl Heastie, the New York State Commissioner of Parks, Recreation, and Historic Preservation, Erik Kulleseid, New York State Association of Counties, the Towns of Covert and Ulysses and the Village of Trumansburg.

Moved: Liz Thomas
Date: 1/26/22

Seconded: Kent Hubble

Vote: Unanimous

Resolution 2022-11: Approve 2022 POA for Ian Smith Project Work

Resolved that the CWIO approves renewal of the Purchase Order Agreement (POA) in the amount of \$8000 with the Finger Lakes Institute (FLI) at Hobart and William Smith Colleges (HWS) to assist CWIO with organizational capability and capacity expansion efforts. FLI staff member and Seneca Watershed Steward (SWS), Ian Smith, will continue work on the Six Mile Creek stormwater runoff project, work with CWIO’s new Watershed Manager, and assist CWIO with educational, project implementation and administrative tasks as requested, and further

Resolved that this resolution and the POA be sent to the CWIO Administrative Center--the Town of Ithaca--for their approval.

Moved: Roxy Johnston

Seconded: Tony Del Plato

Vote: Unanimous

1/26/22

⁹ https://www.cayugalake.org/wp-content/uploads/clwrpp_2017_final_4_30_17.pdf

¹⁰ [https://www.dec.ny.gov/docs/water_pdf/draftcayugatmdl\(1\).pdf](https://www.dec.ny.gov/docs/water_pdf/draftcayugatmdl(1).pdf)

1/26 Resolution 2022-12: Authorization for the CWIO Executive Committee to Submit Comments on the Proposed New Listings of 303(d) Waters on behalf of the Cayuga Lake Watershed Intermunicipal Organization

Resolved that CWIO authorizes the CWIO Executive Committee to submit comments to the NYS Department of Environmental Conservation on the recently proposed 303(d) listings of waters within the Cayuga Lake Watershed.

Moved: Tom Vawter

Seconded: Kent Hubble

Vote: Unanimous

Date: 1/26/2022

No motions at 2/23 meeting

3/23 Resolution 2022-13: Authorizing the Executive Committee to Take Actions to Hire a Watershed Manager

Motion: to empower the Executive Committee to take the actions required to make a selection for a Watershed Manager on behalf of the full CWIO Membership provided that they the appointment stays within the salary range already approved, and that the final candidate be brought back to the whole CWIO membership for final review and approval.

Moved: Mitchell Rowe, Seconded: Tom Vawter

Vote: Unanimous

Date: 3/23/2022

4/27 Resolution 2022-14: Resolution to approve minutes

RESOLVED that the CWIO approves the draft minutes of the 3/23/22 meeting provided in the meeting package. Moved: Roxy Johnston, Seconded Tony DelPlato:

Vote: Unanimous

Date: 4/27/2022

4/27 Resolution 2022-15: Resolution to approve the monthly finance report.

RESOLVED that the CWIO approves the financial report ending 3/31/22 with a balance of \$159,457.27

Moved: Liz Thomas, Seconded: Don Slocum

Vote: Unanimous

Date: 4/27/2022

4/27 Resolution 2022-16: Resolution to approve payment of bills.

RESOLVED that the CWIO approves the payment of bills submitted in the agenda package as follows:

- \$350 paid to Hilary Lambert for website content review and writing of new website content done in January -February 2022

- \$1,507 to the Cayuga Lake Watershed Network for work done between 11/2020 and 4/4/2022 to help complete the NYS Department of State grant on prioritized projects list.

Moved: Roxy Johnston, Seconded Tony DelPlato:

Vote: Unanimous

Date: 4/27/2022

5/25 Resolution 2022-17 to approve minutes and monthly financial report

RESOLVED that the CWIO approves the draft minutes of the 4/27/2022 meeting provided in the meeting package, and financial report ending 4/30/22 with a balance of \$177,155.83.

Moved: Roxy Johnston Seconded: David Sprout Vote: unanimous ayes.

5/25 Resolution 2022-18 to approve comments from CWIO regarding the Climate Leadership and Community Protection Act Draft Scoping Document.

RESOLVED that CWIO approves comments on the Climate Leadership and Community Protection Act Draft Scoping Document as discussed and edited at their 5/25/22 meeting and authorizes the comments to be submitted to NYS.

Moved: Tee-Ann Hunter Seconded: Tony Del Plato Vote: Unanimous ayes

5/25 Resolution 2022-19 to approve a special committee for outreach to state legislators and state department staff.

RESOLVED that pursuant to section 6 of the CWIO bylaws, CWIO authorizes the creation of a Special Committee called State Outreach for the purpose of improving communication between CWIO and state elected representatives and also the staff of state agencies on topics relating to water quality preservation and protection within the Cayuga Lake watershed, and further

RESOLVED in adherence to the bylaws, the details of the State Outreach Committee are as follows:

Name: State Outreach Committee

- a. **Membership.** The State Outreach committee shall have at least 2 voting representatives (and/or alternates of voting members) of CWIO. The committee elects its own Chair and, if they choose, a Vice Chair. All appointed committee members have a vote in committee meetings.

The Committee may invite others to join when the committee is working on a specific topic which may require particular areas of expertise or knowledge.

- b. **Term.** Members shall be appointed for a term expiring at the end of each year. CWIO may extend the State Outreach Committee term annually during their organizational meetings.
- c. **Powers and Duties:** The purpose of this committee is to communicate between CWIO and state elected representatives and also the staff of state agencies on topics relating to water quality preservation and protection within the Cayuga Lake watershed. The State Outreach Committee may not take action on behalf of the CWIO without CWIO approval. They shall share their charge document (outlining, key activities and proposed actions) annually with

the CWIO for the CWIO to approve. Actions of the committee shall be advisory only, unless otherwise authorized.

- d. **Quorum.** The quorum shall be two thirds of the State Outreach membership. Actions shall require a simple majority of the full membership.
- e. **Meeting summaries:** The committee shall keep a record of its actions and recommendations and report them periodically to the CWIO or ExCom.

and further

RESOLVED that CWIO appoints Tee-Ann Hunter and Margaret Johnson as committee members of the State Outreach Committee as recommended by the Nomination and Membership Committee.

Moved: Dave Sprout Seconded: Roxy Johnston Vote: unanimous ayes.

6/22 Resolution 2022-20: Resolution to approve minutes and monthly financial report

RESOLVED that the CWIO approves the draft minutes of the 5/25/2022 meeting provided in the meeting package, and financial report ending 5/31/22 with a balance of \$176,035.26

Moved: Roxy Johnston Seconded: Tee-Ann Hunter Vote: unanimous ayes.

6/22 Resolution 2022-21: Approval of Payment of Bills.

RESOLVED that the CWIO approves the payment of bills submitted in the agenda package as follows:

\$647.64 paid to Elizabeth Thomas to reimburse her for the cost of website hosting for 3 years and site scanning (anti-hacking) provided by Site Ground as recommended by the website developer Flourish Design.

Moved: Roxy Johnston Seconded: Don Slocum Vote: unanimous ayes.

6/22 Resolution 2022-22-Approval of sharing cost of UV Lamp.

Motion to share half the cost with the Seneca Lake Watershed Intermunicipal Organization of an ultraviolet lamp with a not-to-exceed amount of \$250.

Moved: Tee-Ann Hunter Seconded: Roxy Johnston Vote: unanimous ayes.

6/22 Resolution 2022-23: Delegating Hiring Decision to the Interview Committee

Motion to designate the final decision for hiring a Watershed Manager for CWIO to the members of the interview committee.

Moved: Mike Murphy Seconded: Tom Vawter Vote: unanimous ayes on a roll call vote with 16 members approving.

7/27/22 Resolution 2022-24: Approve minutes and finance report.

RESOLVED that the CWIO approves the draft minutes of the 6/22/22 CWIO meeting provided in the meeting package, and financial report ending 6/30/22 with a balance of \$176,931.99

7/27/22 Resolution 2022-25: Resolution to approve reimbursement

RESOLVED that the CWIO approves the reimbursement to Tee-Ann Hunter of \$82.25 for her pre-payment of the cost to rent a pavilion at Cayuga Lake State Park for the August 2022 CWIO meeting.

7/27/22 Resolution 2022-26: Resolution to approve letter of appreciation of Nathaniel Launer

RESOLVED that the CWIO approves the letter of appreciation for the work of Nathaniel Launer of the Community Science Institute for his work over the years.

8/24/22 Resolution 2022-27: Resolution to approve minutes and finance report.

RESOLVED that the CWIO approves the draft minutes of the 7/27/2022 CWIO meeting provided in the meeting package, and financial report ending 7/31/22 with a balance of \$182,152.94.

Moved: Tee-Ann Hunter Seconded: Roxy Johnston Vote: unanimous ayes.

8/24/22 Resolution 2022-28: Resolution to delegate letters of support for CWIO aligned grant applications

WHEREAS RESOLVED that in order to meet grant deadlines in a timely manner, the CWIO delegates its Executive Committee to write and submit letters of support to municipalities and partner organizations for grant requests that are aligned with the CWIO mission and purpose, the Cayuga Lake Restoration and Protection Plans, or the DEC's Harmful Algal Bloom Action Plan.

Moved: Tee-Ann Hunter Seconded: Roxy Johnston Vote: unanimous ayes.

9/28/22 Resolution 2022-29: to approve finance report.

RESOLVED that the CWIO approves the financial report ending 8/31/22 with a balance of \$182,256.49

Moved: Don Slocum Seconded: Susan Ainslie Vote in favor: unanimous in favor

9/28/22 Resolution 2022-30: to approve payment of bill.

RESOLVED that CWIO approves the reimbursement payment of \$237.46 to Elizabeth Thomas for refreshments for the CWIO in-person meeting on 8/24/22

Moved: Mike Allinger Seconded: Don Slocum Vote in favor: unanimous in favor

9/28/22 Resolution 2022-31: authorizing the CWIO Executive Committee to approve website work.

RESOLVED that the CWIO designates the Executive Committee to approve website work performed by Central New York Regional Planning and Development Board (CNYRPDB) at the quoted 2022 rate of \$51/hour, not to exceed \$60/hour in the future, or \$1500 in total, nor extend beyond 12/31/23

Moved: Tony Del Plato Seconded: Susan Ainslie Vote in favor: unanimous in favor

9/28/22 Resolution 2022-32: to approve a letter of appreciation.

RESOLVED that CWIO approves the letter of appreciation for Hilary Lambert for all the work she has done on behalf of the Cayuga Lake Watershed as her role of Watershed Steward for the Cayuga Lake Watershed Network.

Moved: Roxy Johnston Seconded: Susan Ainslie Vote in favor: unanimous in favor

10/26/22 Resolution 2022-33: to approve minutes and finance report.

RESOLVED that the CWIO approves the minutes of their 9/28/22 meeting and the financial report ending 9/30/22 with a balance of \$141,774.34.

Moved: Roxy Johnston Seconded: Don Slocum Vote in favor: unanimous.

11/16/22 Resolution 2022-34: to approve finance report and meeting minutes

RESOLVED that the CWIO approves the minutes of their 10/26/22 meeting and the financial report ending 9/30/22 with a balance of \$141,976.77

Moved: Roxy Johnston Seconded: Tom Vawter Vote in favor: unanimous.

11/16/22 Resolution 2022-35: to authorize the Executive Committee to submit comments on the Great Lakes Action Agenda.

RESOLVED that CWIO authorizes the Executive committee to submit comments on the Great Lakes Action Agenda (GLAA) on behalf of CWIO.

Moved: Gary Mutchler Seconded: David Sprout Vote in favor: unanimous.

11/16/22 Resolution 2022-36: to authorize the Executive Committee to submit a letter of support for control of Hemlock Woolly Adelgid in specific NYS Parks.

RESOLVED that CWIO authorizes the Executive committee to approve a letter of support for the Finger Lakes Partnership for Regional Invasive Species Management's (PRISM) and the Finger Lakes Institute's proposal to treat hemlock woolly adelgid in 4 Finger Lakes regional state parks.

Moved: Seconded: Vote in favor: unanimous.

The following organizational details were all approved on 11/16/22:

APPROVAL OF CAYUGA LAKE WATERSHED INTERMUNICIPAL ORGANIZATION (CWIO) ADMINISTRATIVE CENTER

Annually approve the *Administrative Center* (per CWIO bylaws)

Resolved that the Town of Ithaca is approved by the Cayuga Lake Watershed Intermunicipal Organization (CWIO) to be the official *Administrative Center* for 2023 as is specified by the CWIO bylaws.

Moved: Tom Vawter Seconded: David Sprout Vote in favor: unanimous.

RESOLUTION APPROVING THE 2023 BUDGET

BE IT RESOLVED that CWIO approves the Proposed 2023 Cayuga Lake Watershed Budget as submitted.

Moved: David Sprout Seconded: Susan Ainslie Vote in favor: unanimous.

2023 CWIO Budget

DESCRIPTION	REVENUES	EXPENSES	IO BALANCE
Beginning balance			\$91,235
Dues from municipalities (estimated)	\$48,766		\$140,001
Watershed Manager grant from Park Foundation	\$90,000		\$230,001
Watershed Manager (salary, fringes, office, travel, etc)		\$90,000	\$140,001
Education and Outreach (estimates)		\$5,000	\$135,001
Monitoring		\$0	\$135,001
DOS Grant	\$25,898.32	\$2,114.77	\$158,784
Old Town of Ithaca reimbursements from 2020		\$47.04	\$158,737
Project support (grant match, etc)		\$8,000	\$150,737
Other (zoom license, admin, postage)		\$3,000	\$147,737

RESOLUTION APPROVING THE CWIO ANNUAL WORK PLAN – 2023

RESOLVED that the CWIO membership adopts the following CWIO work plan and focus areas for 2023.

Moved: Bud Shaddock Seconded: Gary Mutchler Vote in favor: unanimous.

CWIO GOALS 2023
Increase membership and engagement of municipalities within the watershed by meeting with municipalities directly to describe CWIO goals, benefits, accomplishments, and services.
Analyze financial needs of CWIO to ensure stable future funding for the CWIO <i>Watershed Manager</i> that will enable CWIO to continue momentum at advancing projects and actions that improve and protect water quality within the watershed.
<p>Recommend projects for implementation</p> <ul style="list-style-type: none"> • In conjunction with others, use the existing list of prioritized projects to advance work that is beneficial to water quality. Projects can include planning, construction, engineering, training, land acquisition, outreach, or other project ideas that adhere to the mission and purpose of CWIO. TAC will recommend a formalized process for submitting and ranking most projects. EPPOC will recommend projects having to do with education, outreach, and training. • In 2023 CWIO TAC will solicit additional project ideas from CWIO municipalities and CWIO partners. New projects will be prioritized and added to the existing projects list. • Recommend a minimum of 2 projects to pursue based on impact on the lake, resources available for implementation, willing partners, and relevance based on the RPP and HABs Action Plan for Cayuga Lake.
<p>Communications</p> <p>CWIO will establish and maintain connections with other entities working on water quality. CWIO will act as a consensus builder to expand best practices in water quality protection work and increase collaboration among watershed partners, county-wide water quality groups; county departments with responsibilities for health, safety and welfare of the community; Soil and Water Conservation Service offices, individual CWIO member</p>

<p>CWIO GOALS 2023</p>
<p>municipalities; water quality advocacy groups such as the Cayuga Lake Watershed Network and the Community Science Institute, state and regional organizations, etc .</p> <p>CWIO will provide information to directly to municipalities that increases awareness of issues affecting water quality and the role municipalities have in protecting the watershed. CWIO will reach out regularly on funding opportunities, resources, training, demonstrations of successful implementation of Best Management Practices, etc. CWIO will use its new website to provide model laws and resources that municipalities can use to protect water quality, not only benefiting those living within their borders but also for those downstream.</p> <p>Support at least one education event.</p> <p>CWIO will work with other groups/organizations to offer at least one educational/training event geared toward municipalities. Suggested partners: County-wide Water Resource Councils; County-wide Health Depts and/or Planning Departments; County Soil and Water Conservation District offices; Volunteer and advocacy organizations such as the CLWN or CSI, CLEAN; Finger Lakes Hub, Finger Lakes Institute.</p> <p>CWIO will give special consideration to events that relate to the CWIO Priority Focus Areas below.</p>
<p>Watershed Manager Reporting and Oversight</p> <p>The Watershed Manager will provide written quarterly reports to CWIO documenting her work, and also give oral reports at monthly meetings when possible. The WM work is guided by the CWIO-approved job description and guidance from CWIO and its committees. The CWIO Chair and the Finger Lakes Institute will directly oversee the work of the Watershed Manager.</p>
<p>Monitoring: If funds are available, consider supporting monitoring efforts throughout the watershed as recommended in the RPP. If not, enlist municipalities to support or become part of on-going monitoring efforts.</p>
<p>Municipal Checklist:</p> <p>Work with other neighboring Finger Lake watersheds to develop a municipal checklist of water-protective practices that can be acted upon by municipalities. Use the work done in 2021 by the Cornell Institute of Public Administration. Encourage municipalities to adopt water protective policies and regulations.</p>
<p>State and Federal Connections: Leverage connections with state and federal contacts and representatives to help achieve the common goals of preserving and protecting water quality.</p>
<p>Agriculture: Work with SWCD offices, CWIO committees, and the Watershed Manager to support agricultural projects and actions that provide water quality benefits to municipalities and their residents.</p> <p>Establish a scope of work for the Agricultural Committee and appoint a chairperson.</p>
<p>Respond to Time Sensitive Issues of Relevance to the Watershed</p> <p>Depending on time available and workloads, CWIO will make its best effort to respond to state and federal draft policies/regulations/plans as they are released for comment. CWIO will work with its partners to submit accurate and science-based responses as guided by the RPP and HABs Action Plan for Cayuga Lake. CWIO will respond as</p>

CWIO GOALS 2023
time allows to request from partner watershed organizations on time-sensitive issues, for example as it did on behalf of the preservation of the Bell Station lands by the Finger Lakes Land Trust.

CWIO Priority Focus Areas

The focus areas below were determined in 2022 through polling of CWIO Member Municipalities in an effort to be able to maintain the concentration of CWIO work by focusing on specific areas of concern. These general areas were derived from the Cayuga Lake Restoration and Protection Plan.

When possible, CWIO efforts in 2023 should keep these priorities in mind:

Agriculture	address actions that will help reduce farm runoff and sediments from reaching waterways.
Ditches	Develop best management practices for municipal ditch systems to mitigate impacts from agriculture, high stormwater events, and salinization of the lake. Consider how tiling practices affect ditch water loads and how to mitigate. Offer training and education on this subject.
Land Use	Work with municipalities to understand the link between allowable land uses and water contamination. Develop materials for municipalities such as how and why to preserve critical environmental areas, importance of preserving farmlands and forests, wetlands protections, preserving vegetation along streams, protecting steep slopes. Provide training and model policies/legislation.
Drinking water	Take actions to protect both surface and ground water including topics such as information on the impacts of development, recommend protective measures and best management practices, assist in plans that outline protective measures, help find funding for efforts that protect drinking water, and provide model polices and regulations.
Stormwater	Increase awareness of impacts of improperly managed stormwater and promote best management practices. For example: explore disconnecting downspouts, sediment and retention ponds, rain gardens, ditching practices, watershed-wide stormwater management strategies, and other measures that slows large stormwater events.
Wetlands	Provide outreach about the importance of preserving wetlands in relation to flooding, sedimentation, and water quality. Assist to map and inventory local wetlands to be more accurate than state and federal maps. Provide model polices/regulations/practices to improve protections of wetlands and riparian corridors/buffers.

RESOLUTION APPOINTING THE CWIO CHAIR FOR 2023

RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization membership appoints Elizabeth Thomas to be the CWIO Chair for 2023. (Art. III, §2.a.)

Moved: Gary Mutchler Seconded: Roxy Johnston Vote in favor: unanimous.

RESOLUTION APPOINTING THE CWIO VICE CHAIR FOR 2023

RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization membership appoints Roxy Johnston to be the CWIO Vice Chair for 2023. (Art. III, §2.b.)

Moved: Dave Sprout Seconded: Michelle Henry Vote in favor: unanimous.

RESOLUTION APPOINTING CWIO EXECUTIVE COMMITTEE MEMBERS FOR 2023

Minimum of 4 members (bylaws do not specify **voting** member). A member needed from Seneca, Tompkins, and Cayuga Counties. By default, a member from each of the standing committees is part of the Executive Committee.

RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization membership appoints the following to be on the Executive Committee for 2023. (Art. III, §3.a.) The CWIO Chair is also the Chair of the Executive Committee, and 1 member of each committee are part of the Executive Committee (per bylaws):

Tee-Ann Hunter, Ann Balloni (Cayuga) Tony DelPlato (Seneca), Roxy Johnston, Darby Kiley, Liz Thomas

Moved: Dave Sprout Seconded: Susan Ainslie Vote in favor: unanimous.

RESOLUTION APPOINTING THE CWIO TECHNICAL ADVISORY COMMITTEE (TAC)

The *Technical Advisory Committee (TAC)* recommends watershed priorities, evaluates project applications, and makes recommendations to the CWIO on requests for funding among other tasks. 3 Members are required. Members of the TAC are not required to be members of CWIO.

RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization membership appoints the following to be on the Technical Advisory Committee for 2023. (Art. IV, §5.a.)

Grascen Shidemantle, Dave Eckhardt, Darby Kiley, Erin Norris, Roxy Johnston, Shawn Murphy, Mary Jump, Noah Mark.

Moved: Gary Mutchler Seconded: Tom Vawter Vote in favor: unanimous.

RESOLUTION APPOINTING THE EDUCATION, PUBLIC PARTICIPATION, AND OUTREACH COMMITTEE (EPPOC)

3 voting CWIO members or alternate members are required. One must be a voting member

RESOLVED that CWIO appoints the following to be the Education and Outreach Committee for 2023 (Art. IV, §4. a.):

Michele Wunderlich, Roxanne Marino, Roxy Johnston, Seth Lutter, Tom Vawter, Grace Hayes, Liz Thomas.

Moved: Susan Ainslie Seconded: Roxy Johnston Vote in favor: unanimous.

RESOLUTION APPOINTING AN FINANCE COMMITTEE

3 voting CWIO members or alternate members are required

RESOLVED that CWIO appoints the following to be the Finance Committee for 2023 (Art. IV, §2.a.)

Tom Vawter, Dave Sprout, Mike Allinger, Ronny Hardaway, Liz Thomas

Moved: Roxy Johnston Seconded: Susan Ainslie Vote in favor: unanimous.

RESOLUTION APPOINTING AN MEMBERSHIP AND NOMINATING COMMITTEE

3 voting or alternate voting members are required

RESOLVED that the CWIO appoints the following to be the Membership and Nominating Committee for 2023 (Art. IV, §3.a.)

Tony DelPlato, Ann Balloni

Moved: Roxy Johnston Seconded: Susan Ainslie Vote in favor: unanimous.

RESOLUTION APPOINTING AN AGRICULTURAL COMMITTEE

RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization appoints the following to be the Agriculture Committee for 2023 (Art. IV, §6.a.)

No action

RESOLUTION APPOINTING AN STATE OUTREACH COMMITTEE

RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization appoints the following to be the State Outreach Committee for 2023 (Art. IV, §6.a.)

Bob Meek, Tee-Ann Hunter, Margaret Johnson

Moved: Roxy Johnston Seconded: Tom Vawter Vote in favor: unanimous.

Associate and Ex-Officio Member Appointments:

RESOLVED, the Cayuga Lake Watershed Intermunicipal Organization accepts the slate of Associate and Ex officio Members.

Shawn Murphy, Michele Wunderlich, Robert Meek, Eileen O'conner, Seth Lutter

Moved: Susan Ainslie Seconded: Dave Sprout Vote in favor: unanimous.

2023 Meeting dates

RESOLVED that the Cayuga Lake Watershed Intermunicipal Organization will meet on the

January 25, February 22, March 22, April 26, May 24, June 28., July 26, August 23, September 27, October 25, Nov 15 (not 22), Dec 13 (not 27)

Moved: Susan Ainslie Seconded: Dave Sprout Vote in favor: unanimous.

Executive Committee Resolutions 2022

Resolution EC-1: to approve minor changes to the MOA for Tompkins County.

Tompkins County asked for two changes in the MOA under the terms and conditions number 5 and 8. The changes include: the agreement will not be automatically renewed in five years but will require a written agreement for renewal; and the word defend was removed from number 8.

The CWIO Executive Committee moves to approve the changes to the MOA as presented by the Tompkins County Legislature

Moved: Cynthia Brock, Seconded Ann Balloni

Vote: ayes: Ann, Darby, Tony, Cynthia, Tee-Ann (Roxy and Liz absent)

Nays or Abstentions: none

Date: 1/18/22

2/8/22 Resolution EC2: to Approve Submission of Comments on the 303(d) Listing Status of Cayuga Lake

Resolved that the CWIO Executive committee approves the submission of comments on the 303d listings regarding waters within the Cayuga Lake watershed as presented, discussed and edited at their meeting on 2/8/22.

Moved: Tee-Ann Hunter, Seconded: Cynthia Brock

Vote: ayes: Unanimous with all members attending

Nays or Abstentions: none

Date: 2/8/22

2/15/22 Resolution EC3: to Approve Submission of Comments on the DEC's draft SPDES CAFO General Permit

Resolved that the CWIO Executive committee approves the submission of comments to the NYS Department of Environmental Conservation regarding the draft State Pollution Discharge Elimination System (SPDES) for concentrated animal feeding operations (CAFOs) General Permit as it pertains to Cayuga Lake and as presented, discussed, and edited at their meeting on 2/15/22.

Moved: Roxanna Johnston, Seconded: Cynthia Brock

Vote: ayes: Unanimous with all members attending

Nays or Abstentions: none

Date: 2/15/22

Resolution EC4: to Approve Changes to the MOA for the Town of Geneva

Resolved that the CWIO Executive Committee approves a CWIO MOA with the Town of Genoa that changes the agreement from a 5-year agreement to a 3-year agreement that is not automatically renewed.

Moved: Elizabeth Thomas, Seconded: Ann Balloni

Vote: ayes: Unanimous (Hunter, Balloni, Thomas, DelPlato, Kiley, Johnston)

Nays or Abstentions: none

Brock excused

Date: 3/8/22

Resolution EC5: to Approve Changes to the MOA for the Town of Ulysses

Resolved that the CWIO Executive Committee approves a CWIO MOA with the Town of Ulysses that removes the automatic renewal.

Moved: Roxanna Johnston, Seconded: Tee-Ann Hunter

Vote: ayes: Unanimous (Hunter, Balloni, Thomas, Kiley, Johnston)

Nays or Abstentions: none

Excused: Brock, DelPlato. No rep to the EC has been appointed by the Ag committee yet

Date: 3/29/22

Resolution EC6: to Approve Changes to the MOA for Cayuga County

Resolved that the CWIO Executive Committee approves a CWIO MOA with Cayuga County to make it a one-year non-renewable agreement and for the funds to be spent specifically on a Watershed Manager.

Moved: Roxanna Johnston, Seconded: Darby Kiley

Vote: ayes: Unanimous (Hunter, Balloni, Thomas, Kiley, Johnston)

Nays or Abstentions: none

Excused: Brock, DelPlato. No rep to the EC has been appointed by the Ag committee yet

Date: 3/29/22

3/29/22 Resolution EC7: to Approve Documents to Hire a Watershed Manager

Resolved that the CWIO Executive Committee approves the purchase order agreement between HWS and the Town of Ithaca, the Job Description, and the Scope of Services provided by the Finger Lakes Institute at Hobart and William Smith Colleges as presented and discussed at the 2/29/22 meeting of the CWIO Executive Committee.

Moved: Darby Kiley, Seconded: Tee-Ann Hunter

Vote: ayes: Unanimous (Hunter, Balloni, Thomas, Kiley, Johnston)

Nays or Abstentions: none

Excused: Brock, DelPlato. No rep to the EC has been appointed by the Ag committee yet

Date: 3/29/22

6/29/22 Resolution EC8: to Endorsing the Recommendation to Hire a Watershed Manager.

Motion to endorse the recommendations from the CWIO Watershed Manager Interview Committee for the Finger Lakes Institute to offer the position of Watershed Manager to Erin Norris

Moved: Darby Kiley, Seconded: Roxy Johnston

Vote: ayes: Unanimous

Nays or Abstentions: none

Date: 6/29/22

9/6/22 Resolution EC9: to Approve Payment of Bill to CNYRPDB

On behalf of CWIO, the Exec Committee approves the Central New York Regional Planning and Development Board invoice number 3 (dated 8/17/2022) for \$40,683.65, in order for Town of Ithaca pay the invoice.

Moved: Tee-Ann Hunter, Seconded: Darby Kiley

Vote: ayes: D. Kiley, R. Johnston, E. Thomas, T Del Plato, TA Hunter

Nays or Abstentions: none

Excused: Cynthia Brock, Shawn Murphy, Ann Balloni

Date: 9/6/22

11/22/22 Resolution to approve the Great Lakes Action Agenda comments for submittal on behalf of the CWIO as discussed and finalized at their 11/22 meeting.

Appendix A

Cayuga Lake Watershed Intermunicipal Organization (CWIO) WATERSHED MANAGER

Date: XXXX

Applications due XXXX

Position Description

Working on behalf of the Cayuga Lake Watershed Intermunicipal Organization (CWIO), the Cayuga Watershed Manager will collaboratively identify and facilitate the implementation of projects in the watershed and lake to preserve and protect the water quality of Cayuga Lake. The primary work of the Watershed Manager will be to coordinate water quality improvement projects between the many different stakeholder groups as spelled out in both the Cayuga Lake Watershed Restoration and Protection Plan and the New York State Harmful Algal Bloom Action Plan.

Work is performed under the general direction and in accordance with policies and procedures established by CWIO. This position requires considerable exercise of independent judgement, transparency, and high integrity leadership. Attendance at CWIO Board and committee meetings as requested.

Duties include, but are not limited to:

- Working throughout the Cayuga Lake watershed to **advance a regional approach** to water resource management;
- Helping to **identify priority water quality improvement projects**;
- Encouraging, facilitating, and coordinating **inter-municipal and inter-agency partnerships** to accomplish regional water resource initiatives that protect and preserve water quality;
- Initiating and advancing water quality improvement projects that **support the strategies identified in Cayuga Lake Watershed Restoration and Protection Plan, the Harmful Algal Bloom Action Plan** or other plans officially recognized by the state or CWIO that address water quality issues;
- Identifying and **pursuing sources of funding** to support actions that preserve and protect waters within the watershed;
- Assisting municipalities to **prepare grant applications, administer, and manage grant requirements**;
- **Encouraging the adoption of local land use regulations and best management practices** throughout the watershed that will protect and improve water quality within the Cayuga Lake watershed.

Required Qualifications include:

- Bachelor degree in environmental science, watershed management, natural resources, or equivalent related degree;
- Demonstrated success in writing and securing grant funding for environmental, municipal, infrastructure or related projects;
- Project management experience that involves coordinating with multiple partners, assisting with budget development, managing budgets, and negotiating and contracting with vendors;
- Good interpersonal and communications skills. Ability to build relationships across a wide range of potential partners that includes local governments; watershed and water quality groups; lake associations; county, state, and federal agencies; and funders;
- Knowledge of NYS water resource regulations, protection principles and practices, policies and programs, and environmental planning principles and practices;
- Under minimal supervision, makes decisions based on analysis, science, experience, and context;
- Proficiency in office computer skills and familiarity with GIS and mapping tools;
- Willingness and ability to travel and to work occasional nights and weekends.

Desired Qualifications include:

- Knowledge of the principles of planning, land use, and public health as they relate to water resource preservation;
- Understanding of potential water quality contaminants, water quality monitoring, and water supply and onsite wastewater treatment as it relates to water quality concerns;
- Ability to develop and maintain good public and professional relations, under tight deadlines, and display good professional and rational judgement in dealing with controversial issues;
- Ability to interpret and evaluate scientific and policy-related reports, regulations, and statutes;
- Ability to interpret and implement policies set by CWIO;
- Ability to exercise accurate independent judgement; communicate clearly and concisely in both written and verbal form;
- Ability to follow complex instructions given both orally and in writing.

Position Benefits and Salary

The CWIO Watershed Manager is a full-time position based at the Finger Lakes Institute at Hobart and William Smith Colleges. The salary for this position is \$____,____ per year and includes health insurance benefits.

How to Apply

Please upload a cover letter describing experience and education applicable to the position, resume, and contact information for three references to: **Interfolio site to be defined by HWS**
Review of applications will begin on [REDACTED] and will continue until a candidate is hired.

Institutional Information

Hobart and William Smith Colleges are committed to providing a non-discriminatory and harassment-free educational, living and working environment for all members of the HWS community, including students, faculty, staff, volunteers, and visitors. HWS prohibits discrimination and harassment in their programs and activities on the basis of age, color, disability, domestic violence victim status, gender, gender expression, gender identity, genetic information, national origin, race, religion, sex, sexual orientation, veteran status, or any other status protected under the law. Discrimination on the basis of sex includes sexual harassment, sexual violence, sexual assault, and other forms of sexual misconduct including stalking and intimate partner violence, and gender-based harassment that does not involve conduct of a sexual nature.

Hobart and William Smith Colleges are a highly selective residential liberal arts institution located in a small, diverse city in the Finger Lakes region of New York State. With an enrollment of approximately 2,200, the Colleges offer 62 majors and minors from which students choose two areas of concentration, one of which must be an interdisciplinary program. Creative and extensive programs of international study and public service are also at the core of the Colleges' mission.

Purchase Order Agreement with HWS and Tol on behalf of CWIO

January 05, 2022

Proposal to:	Customer:
Dr. Lisa Cleckner Finger Lakes Institute at Hobart and William Smith Colleges 300 Pulteney Street Geneva, NY 14456	Town of Ithaca 215 North Tioga Street Ithaca, NY 14850 Phone: 607-273-1721 Email: prosa@town.ithaca.ny.us EIN: 15-6000992

2021 Cayuga Lake Watershed Intermunicipal Organization Watershed Management Assistance

The Town of Ithaca, on behalf of the Cayuga Lake Watershed Intermunicipal Organization (CWIO), is requesting staff support from the Finger Lakes Institute (FLI) at Hobart and William Smith Colleges (HWS) to assist CWIO with organizational capability and capacity expansion efforts. FLI staff member and Seneca Watershed Steward (SWS), Ian Smith, will assist CWIO with educational, project implementation and administrative tasks as requested in the attached Scope of Services (Attachment A).

SWS will:

- Engage watershed municipalities regarding the functional importance of CWIO
- Review and develop water quality projects as identified by either CWIO or the SWS
- Regularly participate in CWIO meetings and discussions

CWIO will:

- Assist – when possible – the SWS with development and prioritization of educational and project implementation efforts
- Regularly inform the SWS of any additional organizational activity that may help or hinder the SWS deliver the requested services

The period of performance for the goods and/or services, which are being procured hereunder shall be January 1, 2022 through December 31, 2022 unless terminated sooner or extended by mutual consent of the parties hereto in accordance with provisions set forth elsewhere in this agreement. Either party to this agreement may terminate this Agreement, for any reason or for no reason, upon 30 days prior written notice to the other party. This agreement may be changed, amended, modified, extended or terminated by mutual consent provided that such consent shall be in writing and executed by the parties hereto.

Pricing Agreement

Town of Ithaca and FLI have agreed upon the following pricing and acceptable expenses for 2022 Watershed Management Assistance:

- \$45.00 per hour for Salary + Fringe
- Domestic vehicle mileage at current federal rate
- Supplies & Materials in support of CWIO project development or implementation

Total compensation not to exceed \$8,000. Invoices should be sent to Town of Ithaca at the above listed address.

Signature of Town of Ithaca Officer
Date

Date

Signature of FLI Officer

Watershed Management Assistance: Scope of Services for Finger Lakes Institute

Deliverables

1. Development of projects for grant readiness and execution
2. Attend meetings, perform presentations as requested by CWIO-EC
3. Assist/Mentor to be hired Cayuga Watershed Manager once position filled

Position reports to:

- CWIO Exec Committee (CWIO-EC)

Services

1. (20%) Assist CWIO-Membership in educating/informing municipalities on the importance of supporting and participating in CWIO and creation of a Watershed Manager Position (Road Show)
 - a. Review materials/presentation
 - b. Be available to present to municipalities as needed
2. (70%) Review and develop projects for implementation
 - a. Assist municipalities in the preparation and submission of grant applications identified by Kathy Bertuch/DOS grant process
 - b. Develop applications or possibilities to fund (via a larger grant) a manager position
 - c. Review, develop and build lists of possible watershed management projects
 - i. Both shovel-ready and concept-ready
 - ii. Work with CWIO-EC to recommend projects for advancement based on
 1. Ability to achieve watershed-wide improvements
 2. Funding possibilities
 3. Resources available
 - d. Survey what is being currently done by municipalities to determine if there are impactful actions/projects that can be organized across counties to be more efficient.
 - e. Evaluate and capitalize on the benefits of non-government stakeholder groups (Discover CL, CSI, etc.) in achieving CWIO goals
3. (10%) Support CWIO-EC
 - a. Attend CWIO meetings as needed
 - b. Review and advise CWIO-EC as needed/requested
 - c. Be available to provide input in the development of job description and funding structure for a full time watershed manager