

**Tompkins County Soil and Water Conservation District**  
**Monthly Staff Report**

**Name: Angel Hinickle**

**Month: May 2016**

**Agriculture (0 hrs)**

**Water Quality and Natural Resources (44 hrs)**

**Provide technical assistance on stream bank erosion projects (20 hrs):** Assist 7 private landowners with pond, stream or drainage concerns. Met with County Highway and DEC regarding two bridge locations that need stream stabilization measures in addition to bridge repair work. Assist CSI and Town of Newfield on adding water sampling locations on streams in Town of Newfield.

**WQIP Compost-Based BMP Project (4 hours):** Set up meeting with County Highway and Cornell Waste Management Institute to identify potential project locations. Start developing bid for bark blower.

**WQIP Enfield Creek Stream Restoration Project (16 hours):** Meet with the project engineer to discuss the design and provide input. Hold site meeting with landowners to go over stream design and obtain their input. Hold an additional meeting with Town of Enfield and one landowner regarding Hubbell Dr and how that work will fit into the project. Survey Hubbell Dr and points of interest around there, send survey to George.

**WQIP Stormwater Conveyance System Mapping (24 hours):** Worked on ditch mapping and catch basin protocols. Met with Mariah in Dryden to determine if we can use the Town's GPS equipment temporarily until new equipment is obtained. Create a bid for GPS equipment, send bid out to potential bidders. Purchase survey rod, measuring tape, and knee boots for field crew.

**Stormwater (26 hrs) –**

**Provide stormwater technical assistance to municipalities through contract agreements:**

Provided stormwater technical assistance to the Town of Newfield Code Enforcement Officer and conducted inspections of active construction sites.

**Provide technical assistance to the Tompkins County Stormwater Coalition for MS4 communities:**

Worked on compiling the joint Stormwater Annual Report for the 10 regulated municipalities in the coalition. Revised the lawn care ad, sent it out to the coalition for review and worked with the Ithaca Times on getting it published for a two week period.

**Invasive Species (20 hrs)**

**Provide Technical Assistance to the County Hydrilla Task Force:** Complete five NYSDEC Pesticide Permits for the 2016 Treatment Season. Prepare the Canal Corp and Wetland Permits. Develop maps of monitoring locations for creation of monitoring schedules. Attend statewide and LTF meetings.

**Earned Income (1 hrs)**

Soil Group Worksheets – answer questions from assessment regarding soil group worksheets.

**SWCD Staff (48 hrs)**

Conduct weekly staff meetings: Attended staff meetings.

Assist with closeout of hydroseeding grant.

Email, staff meetings, board meeting, office cleaning, walk-in client assistance, answering phones, and administration (invoicing).

**Education (0 hrs)**

**Vacation leave (2.75 hrs)**

**Personal leave ( hrs)**

**Sick leave ( hrs)**

**Comp Time ( 2.25 hrs)**

**Holiday ( 8 hrs)**

**Floating Holiday ( hrs)**