

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

**Name: Angel Hinickle**

**Month: October 2015**

**Agriculture (0 hrs)**

**Water Quality and Natural Resources (72 hrs)**

Provide technical assistance on stream bank erosion projects: Cut and planted willows at the ESI site in Newfield. Surveyed the ESI site and added data to Mecklenburg program. Develop a presentation for the third day of the ESI training, provided a list of participants at the ESI training that attended all three days and sent to Mike Lovegreen. Presented at the ESI training and provided certificates to participants. Completed survey of Carter Creek site where Town of Newfield would like to stabilize road and stream. Complete permit for Carter Creek sites and send into Army Corp and DEC. Conduct site visit with DEC to Carter Creek Rd culvert, where gravel is deposited upstream of culvert. Prepare DEC permit for Carter Creek, upstream of culvert. Collect water samples for CSI monitoring on Salmon Creek. Review 2016 FL-LOWPA work plan and provide input. Attend FL-LOWPA full board meeting. Conduct two sites visits, one regarding drainage and one regarding stream erosion. Work on getting willows for the Cayuga Inlet stream project that USFWS is working on. Set up NYSDEC 4-hour Erosion and Sediment Control Training and send out notification to interested parties.

**Stormwater ( 22 hrs) –**

Provide stormwater technical assistance to municipalities through contract agreements:

Provided stormwater technical assistance to the Town of Newfield Code Enforcement Officer. Conducted inspections on active construction projects and provided reports to the Town CEO. Reviewed inspections reports from Dominion and TG Miller for Millard Hill.

Conducted inspections at the PPM Homes solar array on Old 76 Rd. Sent inspection reports to Town of Caroline CEO.

Conducted an NOT inspection at a single family home development site in Danby. Met the Town CEO on site and signed the paperwork.

Review Cold Springs SWPPP for Town of Ulysses.

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

Prepared agenda for coalition meeting, attended meeting, and wrote up minutes. Prepared letter and sent out coalition dues request to participating municipalities. Continued to work on a 2016 budget for the coalition. Converted all the coalition meeting minutes to pdf's and uploaded them to the coalition website.

**Invasive Species (4hrs)**

Provide Technical Assistance to the County Hydrilla Task Force: Oversaw water quality monitoring efforts and reviewed water quality monitoring results. Attended hydrilla task force meetings. Provided input and guidance as needed for treatments and water monitoring.

**Earned Income ( 2.5 hrs)**

Soil Group Worksheets – review and modify instructions. Started soil group worksheet for landowner.

**SWCD Staff (54 hrs)**

Conduct weekly staff meetings: Attended staff meetings.

Attend EMC conference and present on County flood Hazard Mitigation Program. Attend Environmental Finance Boot Camp regarding stormwater and flood resilience for Towns of Newfield, Danby, and Caroline.

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

**Education (0 hrs)**

**Vacation leave (2.42 hrs)**

**Personal leave ( 0 hrs)**

**Sick leave (4.25 hrs)**

**Comp Time ( 0 hrs)**

**Holiday (8 hrs)**