

**Minutes Of The Wayne County Soil & Water
Conservation District Board Of Directors**

**Regular Meeting – May 20, 2015
SWCD Office, Lyons, NY, 14489**

Directors:

Bob VanLare
Steve LeRoy
Steve Olson

Staff:

Lindsey Gerstenslager
Cathy Comfort
Maxine Appleby

Absent:

Bill Hammond
Mark Humbert

NRCS:

Bill Jones (absent report submitted)

Guests:

Pat VanLare
Pat Cummings; Bailey Carr CPA
Vic DiGiacomo (absent report submitted)

FSA:

Absent

Call to order by Board Vice-Chair B. VanLare at 9:02am

Approval of the Agenda

- Additional topics added at the end of the agenda, none.

Acknowledgement of Guests

Welcome Pat VanLare and Pat Cummings.

Operational Finance Business

A MOTION was made to approve the minutes of the April 15, 2015 regular Meeting by S. LeRoy, seconded by S. Olson: carried.

A MOTION was made to approve the Treasurer's report by S. LeRoy seconded by S. Olson; carried.

- L. Gerstenslager stated that monies borrowed from the General Savings to pay for personnel services are to be repaid from the personnel services portions of grant closeouts. B. VanLare inquired if this was ok borrowing this money as other districts have had trouble in the past. L. Gerstenslager explained that this fund was established for that reason; it is not associated with a grant and is there to cover shortfalls why other funds are waiting to be reimbursed.

A MOTION was made to approve the bill's to be paid for May 2015 by S. LeRoy seconded by S. Olson; carried.

- S. LeRoy inquired about the reimbursement to Mike Walker, S Gerstenslager explained that M. Walker purchased a part for the district and this was the reimbursement; he has been advised that next time to please call the office to get an account set up with vendor.

Special Report: 2014 Audit: Patricia Cummings, CPA

A report was given by Pat Cummings, CPA for the Audit of the District's books for the 2014 fiscal year. Overall the report stated that there was good oversight with management responsibility and the opinions were fairly presented. The footnotes were reviewed and no journal entries were needed. This will be the final year the district will be working with Bailey Carr CPA Firm and Pat Cummings as they will not be working with governments after this year; their guidance and professionalism will be missed as we seek a new auditing firm.

Approved Minutes for May 20, 2015 Board of Directors Meeting -

A MOTION to approve and accept the 2014 Audit presented by Pat Cummings CPA of the firm Bailey Carr CPA by S. LeRoy seconded by S. Olson; carried.

Report from NRCS

See attached addendum.

- L. Gerstenslager also wanted to share of recent partnership with NRCS; Implementation with a large NRCS Ag Grant, SWCD has offered to assist the farm in obtaining a cost estimate (this time will be charged to the AEM program).

Report from FSA

No Report

Report from SWCC – AEA Victor DiGiacomo

See attached addendum. V. DiGiacomo.

Report From Staff-Public Relation Specialist-Maxine Appleby

- M. Appleby introduced herself to the Board and gave a brief description of her duties and accomplishments within the district including but not limited to; storm drain marking, rain barrels, Envirothon, web page, annual reports and press releases. The Board spent some time asking a few questions with positive responses.

Operational Business –Lindsey Gerstenslager

- County IT Operational Agreement for Services-Approval

A MOTION was made to approve contract agreement for services with County IT on an annual basis by S. Olson seconded by S. LeRoy; carried.

- AEM Annual Action Plan Approval

A MOTION was made to approve the Annual Action Plan for the NYS Agricultural Environmental Management program as presented for Year 11 of the program implementation by S. LeRoy seconded by S. Olson; carried.

- Fleet Vehicles

L. Gerstenslager explained to the Board that a bid package has been sent to 5 local dealerships with 1 response so far requesting pricing on 1 work truck and 1 vehicle; she will be contacting the Board the first week of June when all bids have been received. Further discussion was had about the 2007 Ford as the harvesting crew is in need of a vehicle and this will fit their needs and the Ford has depreciated in value the best option would be to move this vehicle to the shop.

A MOTION was made to send the 2007 Ford F-150 up to the shop for the use of the Harvesting Crew by S. LeRoy seconded by S. Olson; carried.

- NYACD & Administrative Conference

B. VanLare explained to the group that this will once again be held at the Radisson in Utica from October 20-October 22, 2015. L. Gerstenslager inquired when they would be sending out information to the SWCC about the new key people and happenings and encouraged the NYACD to utilize Judy Snyder at the state office to share this information to all Soil & Water Districts.

- OSHA Training July 15, 2015

The July meeting will include a webinar on OSHA Training for all that would like to attend; this will be part of our performance measures.

- Town of Rose Wellhead Protection Update

L. Gerstenslager updated the Board on the meeting she attended stating that the current update they have has been reviewed by the Department of Ag and Markets and will not hold up; the right to farm

law would override any rulings. L. Gerstenslager further explained she will be attending their meetings for guidance from the district.

➤ Town of Williamson Contract Update

L. Gerstenslager informed the Board that the district is moving forward with the Salmon Creek action plan. L. Gerstenslager also stated that we will be obtaining an intern from the stormwater coalition that will assist with either the Maxwell or Mink Creek projects.

➤ Port Bay Improvement Association Partnership Project Update

L. Gerstenslager reported that she will be attending their regular meetings; the association seems to be working well together and is putting together an action plan.

➤ AVC Program-Potential Machine Availability

L. Gerstenslager explained to the Board that she has been approached about a small harvester (sister boat to SBIA) that the City of Kansas is looking to sell. This boat could be used to harvest in the Clyde River; Maxwell Creek etc, as well as a contract benefit with the DEC for services. The Board advised L. Gerstenslager to pursue this opportunity further and have the Harvester assessed.

Other Business

S. LeRoy informed the group that he had recently been on a trip to Washington DC to meet with politicians concerning the BV7 plan. He felt the meeting went well and had positive outcomes as some did not even know the other cause and effect of the plan; he will follow up with further meetings.

Next Board Meeting is scheduled for June 17, 2015 at 9 am at the SWCD Conference Room.

A MOTION was made to adjourn at 11:25 am by S. Olson seconded by S. LeRoy; carried.