

**Minutes of the Wayne County Soil & Water
Conservation District Board of Directors**

**Regular Meeting –June 18, 2014
SWCD Office, Lyons, NY, 14489**

Directors:

Steve Brownell
Bill Hammond
Tom Caprilla
Bob VanLare
Steve LeRoy

Staff:

Lindsey Gerstenslager
Cathy Comfort

NRCS:

Absent

Guests:

None

FSA:

Absent

Call to order @ 9:06am

Approval of the Agenda

Additional topics added: GLBC Account Closing; Excellus Rate Increase Proposal

A MOTION was made to approve the Agenda by S. LeRoy seconded by B. VanLare; carried.

Acknowledgement of Guests

None

Operational Business

A MOTION was made to approve the minutes of April 16, 2014 meeting by B. VanLare seconded by S. LeRoy; carried.

A MOTION was made to approve the minutes of May 9, 2014 meeting by B. VanLare seconded by S. LeRoy; carried.

A MOTION was made to approve the minutes of May 21, 2014 meeting by S. Brownell seconded by B. Hammond; carried.

A MOTION was made to approve the minutes of June 2, 2014 meeting by B. VanLare seconded by T. Caprilla; carried.

A MOTION was made to approve the Treasurer's Report for May 2014 meeting by T. Caprilla seconded by B. VanLare; carried.

A MOTION was made to approve the Treasurer's Report for June 2014 meeting by B. VanLare seconded by S. LeRoy; carried.

A MOTION was made to approve the Bills to be paid for June 2014 meeting by B. Hammond seconded by B. VanLare; carried.

Report from NRCS

No Report

Report from FSA

No Report

Report from SWCC Victor

No Report

L. Gerstenslager reported that the State meeting in Utica had the AG NPS Round 20 Grant nominees ranking listed and Wayne County SWCD had 2 that met the ranking.

Report from Staff-Introduction of Ethan Humbert

L. Gerstenslager reported that Ethan is in the field assisting District Tech. C. Hotto, next week he will be working on the Harvesters.

SWCD Operational Business: Lindsey Gerstenslager

- Correspondence folder was passed around for all to see.
- Watershed Monitoring Program: Central Canal Corridor: Red Creek Watershed

A MOTION was made to accept the contract with SUNY Research for watershed monitoring program for Red Creek effective immediately as quoted service in the amount of \$10,650.00; even though it is not the lowest bid quoted once shipping was included for the other business both quotes would be comparable; motion made by T. Caprilla seconded by B. VanLare; carried.

- Equipment Purchase for Watershed Monitoring & Sampling: Kayak's and Paddles-FLOWPA 14 Funding.

Two Kayak's were purchased and have already been used by technicians R. Thorn and S. DeRue to monitor Lower Garnargua Creek.

- NYACD Update:

B. VanLare updated the Board that a conference call was had on Saturday, he was not able to attend, concerning the Clean Water Act and the NYACD stand on the new proposals. R. VanLare also stated that planning is starting for the NYACD annual meeting in the fall.

- Housing/Space Needs for Future of WCSWCD

June 26 was set as a tentative date to visit other district's however the Board agreed that June 27, 2014 would be a better date, L. Gerstenslager to check with the other Districts on availability. FSA, Ted McKay and NRCS B. Jones expressed interest if schedules allow time for them to join.

- AVC Program: Update

L. Gerstenslager commented that the new harvester is in the water and running. S. LeRoy inquired if the registration/title is Documented or Registered. L. Gerstenslager stated that the harvester's are documented. L. Gerstenslager also explained that while being moored during a high wind situation the new boat and another vessel rubbed against each other causing paint scrapes, this has been fixed and precautions put in place to avoid further mishaps. T. Caprilla inquired if we have insurance coverage for fuel leaks, L. Gerstenslager stated that this is covered through our marine insurance.

L. Gerstenslager explained to the Board that new belting is needed on the boats/conveyors and a back up set will also be purchased. A rotation schedule will be implemented so a new set is purchased every year to avoid unexpected expenses.

A MOTION was made to purchase AVC Belting for Boat 2 and a replacement spare in the amount of \$8,501.32 (+/-) from Keystone Manufacturing as requested on the purchase request in the board packet; so moved by B. Hammond seconded by S. LeRoy; carried.

S. LeRoy stated the Town of Sodus Town Council has approved the Maxwell Creek Improvement Project.

- Certification Increases for Cathy Comfort and Lindsey Gerstenslager

A MOTION was made to accept Cathy Comfort's QuickBooks ProAdvisor Certification and allocate her the certificate increase of \$500.00 effective to her payroll as of July 1, 2014. This certification increase was anticipated and included in the figure presented in the County 2014 Budget. So moved by B. Hammond seconded by S. LeRoy; carried.

A MOTION was made to accept Lindsey Gerstenslager's NYS CDEA Management Certification and allocate her the certificate increase of \$500.00 effective to her payroll as of July 1, 2014. This certification increase was anticipated and included in the figure presented in the County 2014 Budget. So moved by B. Hammond seconded by T. Caprilla; carried.

- New Harvester Dedication – Monday June 30th 2014 at 4:00pm at the Coast Guard Station. As of June 30th we will be at full staff for the season.
- Staffing and Policy Update

Performance appraisals have been distributed to the staff and are for certifications and an essay on personal growth with the district.

Board Training Activity:

- Sexual Harassment Violence in the workplace training – completed.
- Performance Measure's – Training will be covered over the next few months with the Module's for NYS SWCC.

Other Business:

- GLBC Grant reimbursement received now this Grant is reimbursable.

A MOTION was made to transfer monies from the GLBC Grant Savings Account to District Checking for previous expenses and close the GLBC Savings account by B. Hammond seconded by B. VanLare; carried.

- Excellus rate increase is being proposed at 17.1%; L. gerstenslager is supporting the staff writing letters of concern at this jump in rates compounding on last year's 16+%.

Next Board Meeting is scheduled for July 16, 2014 at 9 am at the SWCD Conference Room.

Meeting Adjourned at 10:40 am.