

**Minutes of The Wayne County Soil & Water
Conservation District Board of Directors
Regular Meeting August 17, 2011
SWCD Office, Lyons, NY, 14489**

Directors:

Steve Brownell
Bob VanLare
Jody Bender
Bill Hammond

Absent:

Tom Caprilla

Staff:

Lindsey Gerstenslager
Cathy Comfort

NRCS:

Bill Jones

FSA:

Absent

Guest:

Pat VanLare

Call to order @ 9:05am

Secretary's Report:

A MOTION was made to approve the minutes of the previous meeting by B. Hammond second by J. Bender; carried.

Treasurer's Report:

A MOTION was made to approve the treasurer's report by B. Hammond seconded by B. VanLare; carried.

A MOTION was made to approve the bill's to be paid for August 2011 by B. Hammond seconded by J. Bender; carried.

NRCS Report

B. Jones gave a report that there is not much new going on with new programs and they are currently trying to get old programs resolved. The wet spring and economy problems have made it difficult but they are at the end of their fiscal year so there is a push to wrap up outstanding contracts.

E. Mombourquette has been working on contract management and continuing to attend training; she has just completed a week training session in Ohio that is required for new hires.

B. Jones they have a volunteer student in from FLCC, Bobbie-Joe Merrell. She will be working with them as part of her school requirements.

NRCS is still working on wetland determinations. There is a panel of FSA and NRCS personnel that is working to streamline this procedure as currently 60-70 determinations need to be done.

FSA Report

No Report This Period; Lindsey reported that they are very busy as this is the time that they are wrapping up their acreage reporting, and K. Bowman is getting ready for her wedding this weekend.

Staff Report

There is no staff report this time as all staff is extremely busy in the field.

District Manager Report

L. Gerstenslager addressed the board about the constituent complaint; procurement procedure that was received and forwarded to the board earlier. The board was in full agreement that it was handled professionally by L. Gerstenslager. B. VanLare asked how are standings were with Arney's at this point and L. Gerstenslager explained that the gentlemen she spoke with is not the person we normally do business with anyway and the district has no problem with continuing to utilize them, however they were not the low price for the motor. All board members agreed protocol was followed properly.

The 2012 proposed budget was outlined showing to be as fiscally conservative as possible but showing construction monies etc. not previously included on past budget proposals. The formula for the current proposed budget utilizes the average of the last 4 years. All board members were in agreement and a resolution to submit proposed budget was made.

L. Gerstenslager explained she would like to setup strategic planning meetings for next year's programs. Previously the staff had done a SWOT analysis and that needs to be updated. B. Hammond stated that having the staff set up the programs line by line will assist the board with making decisions. It was all agreed to have the strategic planning meeting Wednesday, November 23rd at 10:00 am.

Board members had discussion on various programs and commented on the growth of the agricultural programs and want to see continued focus in this program as well as the aquatics program.

It was brought to the attention of L. Gerstenslager that we have weed rollers at the shop that need to be put into surplus. S Brownell thought that these had already been put into surplus, however to make sure; (further investigation shows that this was also done in 6/2009)

A MOTION was made to surplus the weed rollers by J. Bender seconded by B. VanLare; carried.

C. Comfort spoke on the cost associated with accepting credit cards for purchases and the benefits associated with the enhanced services we will be able to provide our customers through tree orders, soil group worksheets, etc.

A MOTION was made for the Director of Soil & Water to investigate and purchase credit card lease by B. Hammond seconded by S. Brownell; carried.

L. Gerstenslager next spoke about the shop and a winterization plan. Come mid-October the shop gets so cold and damp that it can no longer be utilized, and equipment needs to be put away properly after

maintenance has been done as well as a full shop inventory also needs to be accomplished this year. S. Brownell stated that the first thing that needs to be done is to have the whole shop insulated. L. Gerstenslager agreed as well as sub surface drainage, new skirting floor and better lighting/electrical. S. Brownell said to look in to radiant heating for the floor. L. Gerstenslager said that T. Reynolds will be drawing up the plans and cost estimates for the project. The board inquired as to the funding for this project and L. Gerstenslager stated that some of the money could be allocated from the \$50,000 enhanced harvesting contract. L. Gerstenslager further explained to the board that the original plan for the enhanced contracts has run into problems; Cayuga's harvesting equipment due to mechanical problems is no longer available, we have 3 people leaving our aquatics program as they have obtained full time employment elsewhere; therefore we will be hiring 2 and ½ employee's to replace these positions and still looking at extending the season. The new plan also calls for construction of the 3rd creek access point and proposals into allocating part of this money for replacing a harvester that is over 9 years old and in need of replacing. The board recommends L. Gerstenslager redo her plan of work and present it at the next Public Works committee meeting.

B. Hammond asked where we were at with our workers' compensation agreement with the county; I. Gerstenslager explained that J. Marquette stated that we will be covered under the county plan as of January 1, 2012 however, there is a cost to the district.

L. Gerstenslager explained that our summer intern, Samantha Gonzalez is finished and will be attending the September meeting for her final presentation.

L. Gerstenslager then discussed bringing in a fall intern to assist with web design address data base, etc.

A Motion was made to hire a fall intern not to exceed \$9.00 per hour, maximum 20 hours per week; maximum 20 weeks of employment by B. Hammond seconded by J. Bender; carried.

L. Gerstenslager informed the board that we are all set with Onondaga County Soil and Water contract for services provided by to us by their engineer, Chris Creel man.

Other Business

L. Gerstenslager asked the board for the first week of September as time off (September 6-9) which the board unanimously approved.

Next Meeting is scheduled for Wednesday September 21, 2011 at 9:00am at the SWCD Office Conference Room.

A MOTION was made to adjourn at 11:03am by B. VanLare seconded by J. Bender; carried.