

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

**Regular Meeting – November 20, 2013
SWCD Office, Lyons, NY**

Directors:

Bob VanLare
Bill Hammond
Steve LeRoy
Tom Caprilla

Absent:

Steve Brownell

Staff:

Lindsey Gerstenslager
Cathy Comfort
Chris Hotto

NRCS:

Bill Jones

Guest:

Pat VanLare

Regular Meeting

Call to order at 9:07 am by B. VanLare Co-Chair

Approval of the Agenda

Agenda was approved as submitted; L. Gerstenslager stated that she had added four items under the Other Business section.

A MOTION was made to approve the agenda by S. LeRoy seconded by T. Caprilla; carried.

Acknowledgement of Guests

Welcome P. VanLare.

Operational Business

A MOTION was made to approve the regular minutes of the October 2013 meeting by S. LeRoy seconded by T. Caprilla; carried.

The minutes of the July 2013 Finance Meeting were tabled until December due to inability to approve because of lack of quorum from the attendees at that specific meeting.

B. Hammond entered the meeting at 9:10 am.

A MOTION was made to approve the November Treasurer's Report by S. LeRoy seconded by B. Hammond; carried.

T. Caprilla inquired about the bill to Kepner Equipment L. Gerstenslager explained this was the Power Washer approved last meeting.

S. LeRoy inquired as to what we purchase from Arney's Marina, L. Gerstenslager explained this was for acid wash and we use them for small parts.

A MOTION was made to approve the Bill's as outlined on the bill payment list by B. Hammond seconded by T. Caprilla; carried.

Staff Report

Chris Hotto: Drainage see attached addendum.

B. Jones inquired if FSA was notified when dipping/ maintenance/ removing trees were done on ditches.
C. Hotto stated that this is not something normally done but he would include it on his letters to home/landowners so they can follow up with FSA.

Report from NRCS – See attached addendum.

NRCS Draft Operational Agreement – B. Jones and L. Gerstenslager informed the board that the partnership agreement they are working on at the local level is in draft form. The State level is only at discussion level and at this time individual offices are pretty much on their own. B. Jones and L. Gerstenslager will continue to work forward to get an agreement in place before the next fiscal deadline of 1/15/14 or at least a contingency plan, many ideas were shared for them to follow up on.

SWCD Report

Correspondence folder: passed around

NACD National Conference February 2014:

A MOTION was made to pay for B. VanLare's hotel room for the NACD Conference in February 2014 by T. Caprilla seconded by B. Hammond; carried.

Fleet Vehicle Resale:

Motion to prepare to begin sale process of the Trail Blazer at a direct bid with a minimum sale price of \$11,500. Vehicle will have an interior detail and service before sale. Vehicle will be sold as is. Bids information will go out by Friday, November 22, 2013 and will be due for opening on December 6, 2013. District Manager will communicate with the board if the min bid is not met.

A MOTION was made for the Fleet Vehicle resale of the Trail Blazer by B. Hammond seconded by S. LeRoy; carried.

Staff Performance Appraisal Timeline: see attachment:

Health Insurance Options:

A MOTION was made to accept Excellus's High Deductible Health Care Plan Silver 4, for the 2014 benefit year effective February 1, 2014 by B. Hammond seconded by S. LeRoy; carried.

A MOTION was made to accept the Dental/Vision/Life Insurance coverage as presented with our current carrier Guardian, effective January 1, 2014 by B. Hammond seconded by S. LeRoy; carried.

WQIP Grant:

A MOTION was made to approve and support the proposed WQIP grant for Sodus Creek Stream Project by B. Hammond seconded by S. LeRoy; carried.

2014 Employee Handbook: Tabled

Board Transitions: Planning Ahead

L. Gerstenslager addressed the Board with the possibility of there being a large turnover in the board as terms and in the next 2 years and would like assistance from the board in finding replacements.

Other Business:

End of year celebration dinner:

A MOTION was made to approve expenditures not to exceed \$750.00 toward the District Employee & Board End of the year celebration dinner at Captain Jack's on Thursday, December 12th, 2013 at 6:00pm by T. Caprilla seconded by B. Hammond; carried.

Invasive Species Calendar 2014:

A MOTION was made to print 1500 2014 Invasive Species Calendars at \$4,950.00 to be covered by the District in Full from the special projects fund and the special projects fund will be reimbursed by the sponsorships that are being sought within the FLOWPA partners, and NYS SWCDs. Motion made by: S. LeRoy seconded by B. Hammond; carried.

NYS Retirement Invoice: \$43,208.00

A MOTION was made to pay the expense of the 2014 NYS Retirement in the amount of \$43,208.00 out of the District Checking before December 15, 2013 as a pre-paid expense for 2014 by B. Hammond seconded by S. LeRoy; carried.

County Budget Recommendation for 2014: Budget appropriation for all funding is the same as 2013.

Motion to adjourn at 10:20 am by B. Hammond.

Next Gathering December 12th 2013 Captain Jack's, 6pm Social 6:30pm Dinner.

Next Meeting December 18, 2013 at 9:00 am SWCD Office