

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

**Regular Meeting – December 18, 2013
SWCD Office, Lyons, NY**

Directors:

Steve Brownell
Bob VanLare
Bill Hammond
Steve LeRoy
Tom Caprilla

Staff:

Lindsey Gerstenslager
Cathy Comfort

Guest:

Pat VanLare

Regular Meeting

Call to order at 9:04 am by S. Brownell, Chair

Approval of the Agenda

Agenda was approved as submitted; L. Gerstenslager stated that Section VI Introduction of Victor DiGiacomo & Report is canceled.

Acknowledgement of Guests

Welcome P. VanLare.

Operational Business

A MOTION was made to approve the minutes of the July 2013 Finance meeting by B. Hammond seconded by T. Caprilla; carried.

A MOTION was made to approve the regular minutes of the November 2013 meeting by T. Caprilla seconded by B. VanLare; carried.

A MOTION was made to approve the December Treasurer's Report by T. Caprilla seconded by S. LeRoy; carried.

B. VanLare stated that he had seen other District's Treasurer's reports as well as other agencies and appreciated the accuracy and supporting documentation that Wayne County has.

T. Caprilla inquired about the fuel bill to Wayne County Highway and why it was split; L. Gerstenslager explained that this was because the AVC program was reimbursed thru different funds than the regular fuel bill.

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

Payment Authorization – Ag NPS Farm Projects

- 1 Olsen Farm Project – Rd 17 Black Brook 71% complete \$40,502.91
- 2 Jim McRoberts – Rd 16 Sodus creek Partial Payment 2nd project 50% complete \$4,300.00

A MOTION was made to pay the Ag NPS Grant Payments as outlined above by B. Hammond seconded by S. Leroy; carried.

SWCC Report: Introduction of Victor DiGiacomo & Report

Canceled

Staff Report

None

Report from NRCS

Not present-See attached addendum.

A MOTION was made to accept the addendum provided by NRCS Staff by B. Hammond seconded by T. Caprilla; carried.

B. VanLare also wanted to let everyone know that the Farm Bill has been extended.

SWCD Report

Correspondence folder: passed around

WQIP DEC Non Ag NPS Grant Application: L. Gerstenslager assisted the Town of Williamson on a grant application for their Salt Storage; this grant is filed. L. Gerstenslager also wrote a grant application for Aquatic Restoration for Sodus Creek and Lower Garnargua Creek based on S. DeRue’s studies.

2014 Employee Handbook: There are numerous corrections to be made, Handbook will be emailed for Board approval in January 2014 meeting.

Board Appointment Resolution to the County Board of Supervisors: Done

Invasive Species Calendar 2014: The calendar has 21 sponsors and is also partially funded thru FLOWPA therefore the district cost was only \$2,850. These calendars will be sent to the sponsors as well as area science teachers, towns, legislatures and senators.

Drainage Maintenance for the remainder of 2013: The drainage contract of \$89,000 has been spent for 2013 and there are still a few projects that need to be finished and funded, L. Gerstenslager would like to utilize monies in the Maintenance Savings Account to pay for the remaining maintenance of 2013 based on the estimates provided by C. Hotto.

A MOTION was made to approve spending of \$8,000 from the Maintenance Savings Account to fund the remaining 2013 Drainage Projects by B. Hammond seconded by T. Caprilla; carried.

Approved Minutes for December 18, 2013 Board of Directors Meeting -

A Motion was made for the Board to go into Executive Session at 9:25 to discuss Employee Performance Appraisals by S. LeRoy seconded by T. Caprilla; carried.

A MOTION was made to bring the Board out of Executive Session at 10:05 by S. LeRoy.

A MOTION was made to provide the 4 full time staff members and 1 permanent part-time staff member with a \$750.00 merit raise. This raise is to be given as a lump sum or added to the employee's base wage at their discretion (except for the part-time employee which will be a lump sum); motion was made by B. Hammond seconded by S. LeRoy; carried.

Other Business:

Engineering Intern 2014: L. Gerstenslager told the board of the opportunity to have Ethan Humbert join the staff in 2014 as an Engineering Intern. Ethan is currently in his 3rd year at RIT and planning on going for his PE.

AVC Program: L. Gerstenslager stated that a productive meeting was held December 17th and a packet and recommendation will be ready for the January meeting on the direction of the harvester replacement.

B. VanLare stated that the state committee is proposing having District Managers evaluated, at this time NYACD strongly opposes this. State Committee person (Victor DiGiacomo) should be advising the district board on their responsibilities.

L. Gerstenslager took this time to thank the board for the gift of a gift card.

A MOTION to adjourn at 10:25 am by B. VanLare.

Next Meeting January 16, 2014 at 9:00 am SWCD Office