

**Minutes of The Wayne County Soil & Water
Conservation District Board of Directors
Regular Meeting December 19, 2012
SWCD Office, Lyons, NY, 14489**

Directors:

Bob VanLare
Steve LeRoy
Tom Caprilla

Staff:

Lindsey Gerstenslager
Cathy Comfort

Absent:

Steve Brownell
Bill Hammond

NRCS:

Bill Jones

Guests:

Pat VanLare

FSA:

Absent

Call to order @ 9:10 AM by B. VanLare

The Board wishes to extend their congratulations to District Manager, Lindsey Gerstenslager, for her outstanding win at the New York Farm Bureau Discussion Meet Championship. L. Gerstenslager will be competing nationally next month in Nashville, good luck Lindsey!

A Motion was made to approve the Agenda by S. LeRoy seconded by T. Caprilla; carried.

The Board recognizes guest Pat VanLare.

A MOTION was made to approve the minutes of the November 21, 2012 regular meeting by S. LeRoy seconded by T. Caprilla; carried.

S. LeRoy asked for an explanation of the vehicle fund and how monies were appropriated/expended to/from this account. L. Gerstenslager explained that this account is used for the purchase of vehicles ie; new truck that was purchased beginning of this year, and that money is put into this account as allocated for in the budget and when a purchase is made the money is transferred from this account for the purchase. B. VanLare asked about payments to Onondaga County; L. Gerstenslager explained that Onondaga County has total station surveying equipment and we utilize their services which are then charged back to the Ag NPS Grants. S. LeRoy questioned the reimbursement checks for C. Comfort and S. DeRue, L. Gerstenslager explained these were for training and mileage reimbursements.

A MOTION was made to approve the treasurer's report by S. LeRoy seconded by T. Caprilla; carried.

A MOTION was made to approve the bill's to be paid for December 2012 by T. Caprilla seconded by S. LeRoy; carried.

NRCS Report

See attached addendum from Bill Jones.

FSA Report

Absent. B. Jones from NRCS explained that Ted, the CED from Monroe County will now be providing a shared service as the CED for both Monroe and Wayne Counties.

District Business Report

Old Business

Correspondence folder was passed around and interest in the Backyard Conservationist Magazine subscription was expressed. S. LeRoy also requested a copy of the subscription form as he is interested in the magazine.

L. Gerstenslager informed the Board that the Dental/Vision insurance from Guardian was misquoted and the new rates will result in a change of approximately \$1/month.

C. Comfort talked with the Board about the new web site for the District explaining that the preliminary page will be up by January 1, 2013. The web domain has already been purchased and FatCow.com has been chosen as our hosting agent as they support green energy, reliable help desk and are highly recommended by PC Magazine. The total cost for the web hosting is also \$100 cheaper than Go-Daddy. C. Comfort also informed the Board that the intern, Cathy McLoud, has made great strides in working on the District's web pages and a quality product will soon be available for viewing.

L. Gerstenslager informed the Board that 2 proposals were submitted for Ag NPS Grant Rd 19. R. Thorn wrote 1 and L. Gerstenslager wrote the other; results should be in by February 2013. L. Gerstenslager feels fairly confident of funding at least 1 of the proposals. The current Ag NPS Rd 17 Grants have approximately 2 more years of work for the District.

New Business

C. Comfort gave the Board an overview of the recent 2011 justification done by the Auditor's of Bailey Carr CPA. C. Comfort explained that all went well and with the procedures that have been put in place the full audit that is scheduled for February should go fairly smoothly with the Auditor's only being in house for 3-5 days and a report following shortly thereafter.

L. Gerstenslager informed the Board that she met with the Insurance Agency and our rates increased approximately \$280; this was due to the purchase of the new truck and hydro-seeder. L. Gerstenslager also explained to the Board she increased the value of the replacement of the shop in Alton from \$70,000 to \$100,000 at a cost to the District of \$50.

T. Caprilla suggested that stone be obtained to spread around the outside of the shop as there are some low areas that need to be filled in. L. Gerstenslager said she will look into this.

L. Gerstenslager spoke to the board about the Spring Intern position. An application was received from Andrew Wegman and he was interviewed by L. Gerstenslager, R. Thorn and C. Hotto. A. Wegman is currently a student at RIT studying Environmental Science and has GIS experience. A. Wegman would be utilized for Soil Group Worksheets; Hydroseeding; Grass Carp Stocking and perhaps the Summer Aquatics Program; his funding would come from County Appropriation and FLOWPA.

A MOTION was made to approve the pay rate of the Spring Intern Position at \$11 per hour for hours worked beginning at arrival by S. LeRoy seconded by T. Caprilla; carried.

L. Gerstenslager talked with the Board about Farm Bureau Classes on Hydrofracking that Jim Hoffman had requested her to lead. L. Gerstenslager further explained that she had also spoke had conversation with B. Hammond on this issue as it was already the decision of the District to not take a stand for or against Hydrofracking at this time, the District will provide unbiased education and public relations. L. Gerstenslager informed the Board that she has a couple of names to do the presentation and S. LeRoy stated that he also has a name of someone that could provide a non-biased presentation; all presenters will adhere to the District's policy of being non-biased.

L. Gerstenslager informed the Board that in the Spring of 2013 several classes are planned with the Farm Bureau, Cornell Cooperative and with NRCS some of these classes pertain to soil health. There are a lot of education opportunities opening up in 2013.

L. Gerstenslager explained to the Board that a new fee schedule should be looked at for 2013 as our services have expanded and the need to charge for these services to offset appropriation cuts is needed. The Board requests L. Gerstenslager to set up a fee schedule and bring it to the next meeting for review/approval.

L. Gerstenslager informed the Board that the Personnel Committee met Thursday, December 13, 2012, with the focus of the meeting being on future policies and the future of the District with the current staff, and the wish to keep all fair and consistent.

A MOTION was made to enter into executive session at 10:54 AM to discuss personnel matters by S. LeRoy, seconded by T. Caprilla; carried.

A MOTION was made to resume normal meeting at 11:39 AM by T. Caprilla, seconded by S. LeRoy; carried.

A MOTION was made to approve the attached 2013 Salary Schedule with approved changes by T. Caprilla, seconded by S. LeRoy; carried.

L. Gerstenslager stated she will notify the Board of their yearly hours for them to sign off on by next week.

Approved Minutes for December 19, 2012 Board of Directors Meeting –

Other Business

Next Meeting is scheduled for Wednesday January 23, 2013 at 9:00am at the SWCD Office Conference Room. This meeting will include the Annual operations Meeting and the Director Performance Review.

A MOTION was made to adjourn at 11:45 AM by T. Caprilla seconded by S. LeRoy; carried.