

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

**Regular Meeting –November 19, 2014  
SWCD, Office  
10 Leach Road, Lyons NY 14489**

**Directors:**

Steve Brownell  
Bob VanLare  
Steve LeRoy  
Tom Caprilla

**Staff:**

Lindsey Gerstenslager  
Cathy Comfort  
Terry Reynolds

**Absent:**

Bill Hammond

**NRCS:**

Absent

**Guests:**

Pat VanLare  
Steve Olson  
Mark Humbert

**FSA:**

Absent

**Call to order @ 9:03 am**

**Approval of the Agenda**

Additional topics added: B. VanLare; will not be attending the NACD conference this year.  
L. Gerstenslager; Board Member Resolution to Public Works-Tabled. IT Computer Equipment Needs;  
District Manager Laptop.

**A MOTION** was made to approve the Agenda by B. VanLare seconded by T. Caprilla; carried.

**Acknowledgement of Guests**

Welcome Pat VanLare, Steve Olson and Mark Humbert. Introductions were made all around and a brief history was given by Steve Olson and Mark Humbert of their perspective backgrounds.

Steve Olson: S. Olson gave a brief history of himself explaining that he was raised here in Lyons and that his father was a local farmer. He attended college in the Midwest where he met his spouse. He worked for the Agricultural Market in Washington DC, retiring after 32 years; now he and his spouse run a local beef farm and are familiar with Soil and Water Programs.

Mark Humbert: M. Humbert gave a brief history of himself explaining he has lived in Rose since 1991 after visiting family in this area all his life. M. Humbert explained that he currently owns/operates a 900 acre farm producing mainly corn and soybean; and also works full time for SUNY Oswego specializing in financial aide. M. Humbert is also familiar with Soil and Water Programs and is excited to be involved.

**NRCS**

Absent

**Report From SWCC**

Absent-Written Report In Packet

**Operational Business**

**A MOTION** was made to approve the minutes of October 29, 2014 meeting by S. LeRoy seconded by B. VanLare; carried.

S. Brownell inquired about the drainage monies and if the balance will be used up by the end of the year. I. Gerstenslager replied that most would; there are 2 contracting crews working full time at mowing and ditching as they had a late start with crops still being on the field and the District has not vouchered yet for Technician, Chris Hotto's time and District Manager Lindsey Gerstenslager's time into the program.

S. LeRoy inquired about the expense made in the line item 21 Furniture and Fixtures charged to FLOWPA 14. This item was on the YTD Profit & Loss vs Budget Statement. To clarify correctly C. Comfort quickly researched this and confirmed for him that this was a purchase of a Tool Box made May of 2014 from Harbour Freight for the Aquatics Program.

**A MOTION** was made to approve the Treasurer's Report for November 2014 meeting by S. LeRoy seconded by T. Caprilla; carried.

L. Gerstenslager took this time to explain how FLOWPA program worked and passed out a spreadsheet listing YTD Budget; Expenditures, etc.

**A MOTION** was made to approve the Bills to be paid for November 2014 meeting by T. Caprilla seconded by S. LeRoy; carried.

**A MOTION** was made to authorize payment to the NYS & Local Retirement System in the amount of \$45,956.00 for the 2015 Annual Invoice by S. LeRoy seconded by B. VanLare; carried.

T. Caprilla inquired if a backup plan has been put in place in case the Federal Government shuts down next month. L. Gerstenslager stated that at this time we do not have a "leg to stand on" as far as an agreement goes, we will once again be evicted. L. Gerstenslager further explained that hared services agreement between the Federal Government and the District. As of this time the District has set aside \$45,000.00 for rent or possibility of moving. S. LeRoy stated that The County has two places they could house us as they did for the previous shut down. L. Gerstenslager stated that a needs assessment is vital in 2015 so the District can move forward. B. VanLare stated that at this time a shut down does not appear to be a current threat.

**Report From Staff-Terry Reynolds**

T. Reynolds gave an n update to the Board stating that this has been a busy year.

As Builts and Engineer Approval For:

- ~ Hill (Ag Bag and Barnyard)
- ~ Olson (Barnyard)
- ~ Wolf (Waste Storage)
- ~ High (Ag Bag)
- ~ Spalding (Compost)
- ~ Humbert, M. (Rd 16 Access and Heavy Use)

Winter/Spring Designs

- ~ Humbert, M. (Water Way)
- ~ Humbert, D. (Roof Runoff; Erosion Control)

Approved Minutes for November 19, 2014 Board of Directors Meeting -

- ~ McRoberts (Heavy Use)
- ~ Crandon (Compost)

Summer/Fall Construction of above and DeMay (with NRCS)

Currently working on Design for Rd 19; Eckert, Hohenboken, Olson

On Hold/Trying Henretty (Rd17) Jones (Rd17) Manktellow (Rd16) and Merrell (Rd 15&16)

Next Year Rd 20 Youngman, High, Eckert and Raes

Miscellaneous:

Assisted staff and District Manager with grant applications, planning issues, designs, drainage issues, culverts, etc. Worked with and trained Ethan Humbert. Wrote various tests and articles for newsletters and Envirothon and attended training activities.

L. Gerstenslager noted that a certified letter will be going out to Merrell's to see if they want to finish the project as the contract time is due to expire. After inquiry from the Board it was explained that the monies after admin expenses is returned to the State to fund future projects.

**SWCD Operational Business: Lindsey Gerstenslager**

*Correspondence Folder was passed around*

L. Gerstenslager went over a few key points in Victor DiGiacomo's report including the Grants Gateway holdup; and the affect on Ag NPS and AEM Grants.

L. Gerstenslager advised the Board that S. DeRue had given the recent overview at the PW Committee meeting to include the wrap-up of this year's Aquatic Program.

*Grant Submissions & Awards-*

- ~ Non-Award- Invasive Species Calendar Project to NYIS-will reapply in the Spring
- ~ Award of Soil Health Mini Grant - \$25,000.00 for Conservation Drill & Soil Health Education Classes
- ~ Awarded -Village of Sodus Point Erosion Control Infrastructure Protection Grant to NY Sea Grant \$25,000 this is planned for September thru November 2015.
- ~ Awarded - NYSDEC Round 11 WQIP – Sodus Creek
- ~ Non-Award - NYSDEC Round 11 WQIP – Lower Garnargua Creek; there is \$6,000 in Part B monies that could be utilized for this, S. DeRue is reviewing.
- ~ Pending - Pollution Control with Reuse of Natural Resources & Invasive Species Repurposing – NYSP21; this is about composting of Aquatic Invasives.

*Field Project Update-*

- ~ L. Gerstenslager advised the Board that C. Hotto has been working with the County and Towns on Ag Drainage and Field Projects. C. Hotto is busy securing trappers for Beavers as the season is open and there are several blockages that need to be removed.

S. LeRoy stated that S. DeRue came out and looked at Maxwell with him and money has been set aside for 2015 for work.

T. Caprilla inquired about the Old Clyde River and if anything could be done to clean out the areas that become congested such as a snatch and drag. I. Gerstenslager stated that this should be addressed to WQCC Committee and he should state this in his exit interview with her. L. Gerstenslager also stated that he should talk with R. Thorn to locate the priority areas.

*Holiday Party – Monday, December 8<sup>th</sup>, 2014*

*AEM Strategic Plan Update – information for consideration for next meeting- Will receive at the meeting for review and edits*

*Vehicle Procurement Discussion*-L. Gerstenslager stated that she has contacted 4 dealerships for base pricing comparison and Henderson Ford is \$14,000 less when utilizing the State Bid List. Discussion was had about options available and ordering vs buying a 2014 from the lot as well as the purchase of a second vehicle for non field work. It was decided to wait until December when the new list would be out and ordering was possible with the options available. S. Brownell inquired about the Aquatics Vehicle and replacement, L. Gerstenslager stated that will be done with a used vehicle either from the County or Auction.

*2015 Insurance Discussion*-L. Gerstenslager explained to the Board that overall Dental/Vision/Life Insurance will be decreasing this year and Health will be increasing; however the numbers that are stated are approximately \$10,000 less than what was originally budgeted for .

**A MOTION** was made to renew current Health and Dental plans for the 2015 Medical Insurance year beginning February 1, 2015 by S. LeRoy seconded by T. Caprilla; carried.

*Board Resolution to Wayne County Public Works Committee for Board Member approval  
IT Updates/Computer Needs/District Manager Laptop*- Board Member Approval Resolution tabled.

**A MOTION** was made at 11:45 am to enter into Executive Session to discuss a personnel matter by S. LeRoy seconded by T. Caprilla; carried.

**A MOTION** was made to resume regular meeting at 12:40 pm by S. LeRoy seconded by T. Caprilla; carried.

**A MOTION** was made to purchase a Laptop and 2 docking stations for the District Manager not to exceed the amount of \$1,200.00 by S. LeRoy seconded by T. Caprilla; carried.

**Report from FSA**

Absent

**Other Business:**

Covered in previous motions.

Next Board Meeting is scheduled for December 17, 2014 at 9 am at the SWCD Conference Room.

**Motion to Adjourn at 12:41 pm by T. Caprilla.**