

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

**Regular Meeting –December 17, 2014
SWCD, Office
10 Leach Road, Lyons NY 14489**

Directors:

Bob VanLare
Bill Hammond
Steve LeRoy

Staff:

Lindsey Gerstenslager
Cathy Comfort
Ron Thorn

Absent:

Steve Brownell
Tom Caprilla

NRCS:

Greg Robinson

Guests:

Mark Humbert (New Board Member 2015)
Steve Olson (New Board member 2015)
Pat VanLare

FSA:

Absent

Call to order @ 9:03 am

Approval of the Agenda

Additional topics added: B. VanLare; will not be attending the January 2015 meeting as he is scheduled for surgery.

A MOTION was made to approve the Agenda by S. LeRoy seconded by B. Hammond; carried.

Acknowledgement of Guests

Welcome Pat VanLare, Steve Olson and Mark Humbert.

Operational Business

A MOTION was made to approve the minutes of November 19, 2014 meeting by B. Hammond seconded by S. LeRoy; carried.

B. Hammond inquired if there was anything out of the ordinary that needed to be brought to the Boards attention in the financials; C. Comfort responded there was nothing at this time.

A MOTION was made to approve the Treasurer's Report for December 2014 meeting by B. Hammond seconded by S. LeRoy; carried.

A MOTION was made to approve the Bills to be paid for December 2014 meeting by B. Hammond seconded by S. LeRoy; carried.

L. Gerstenslager explained to the Board the need to transfer \$15,000 from the Special Projects fund to establish the Oak's Water Quality Mini Grant Program for 2015. Funding will be reimbursed to the Special Projects Fund at the closeout of the Grant.

A MOTION was made to authorize the opening of a dedicated savings account for the Oak's Water Quality Mini grant Program and transfer \$15,000.00 from the Special Projects Fund to support this program; funding to be reimbursed at the closeout of the grant so moved by B. Hammond seconded by S. LeRoy; carried.

Tabled: Motion to approve payment to Don Humbert Water Control Project for Roof Runoff from the Special Projects Funds to be reimbursed by the Onondaga County SWCD for Round 17 Seneca River Watershed Contract.

NRCS

Greg Robinson told the group about a local workshop to be held December 18, 2014, handout provided.

Report From SWCC

Absent-Written Report In Packet

Report From Staff-Ron Thorn

Ron Thorn updated the Board on the AEM Strategic Plan for the next 5 years. Ron further explained to the Board that the plan has been worked on by the Ag Advisory Committee for 2014 and has been recommended for approval at the last meeting.

A MOTION was made to approve the AEM Strategic Plan as recommended by the Agricultural Advisory Committee for submittal to the NYS AEM program for contracting by B. Hammond seconded by S. LeRoy; carried.

Ron Thorn talked to the Board about the purchase of a Soil Penetrometer with money from the Soil Health Grant. The Penetrometer is a soil compaction tester which will aid in the study of soil health. Ron stated that he had researched 3 different brands and all are under \$250.00.

A MOTION was made to approve purchase of a Soil Penetrometer to support the continuation and development of the part 3B and 3C portion of farm planning in conjunction with the plan of work for the Soil Health Mini Grant as inkind after contract with NYSDAM has become active out of the Field Equipment Savings Account not to exceed \$250.00 by S. LeRoy seconded by B. Hammond; carried.

Ron Thorn told the Board about his recent CNMP annual training in Syracuse, this consists of 5 categories and is always a good way to learn new ideas and network.

SWCD Operational Business: Lindsey Gerstenslager

Correspondence Folder was passed around

Space Needs Assessment

- ~ L. Gerstenslager stated that she will hand out a hard copy of the space needs assessment and requested the Board fill this out by next meeting.

Vehicle Procurement Options for NYS

- ~ L. Gerstenslager advised the Board that there are 3 ways to purchase from NYS; by bid; work with a dealer or Chautauqua County. After discussion it was recommended that the 2007 Ford F150 be advertised for sale with reserve and further decisions to be made January 2015.

Approved Minutes for December 17, 2014 Board of Directors Meeting -

A MOTION was made to advertise for sale the Fleet Vehicle 2007 Ford F150 with a reserve price by B. Hammond seconded by S. LeRoy; carried.

Approval of the 2015 Agricultural Drainage Contract

- ~ L. Gerstenslager advised the Board that the Drainage Contract from the County has been received in the amount of \$124,000 (\$89,000 plus \$35,000) she will be taking it to S. Brownell for signature.

A MOTION was made to approve the Wayne County Agricultural Drainage Contract for 2015 as presented by S. LeRoy seconded by B. Hammond; carried.

2015 Employee Handbook

- ~ Updates to the Employee Handbook were sent out electronically for the Board to review.

A MOTION was made to approve to approve the updates and amendments to reflect current operations as policy for the 2015 Employee Handbook by B. Hammond seconded by S. LeRoy; carried.

Unemployment Insurance Planning

- ~ L. Gerstenslager explained after reviewing current unemployment regulations and the need to keep costs down, strategic planning will be utilized this year and a shortened season for employees may be utilized.

A MOTION was made to move into executive session to discuss personnel matters at 10:05 am by B. Hammond seconded by S. LeRoy; carried.

A MOTION to return from executive session was made at 10:40 am by S. LeRoy seconded by B. Hammond; carried.

A MOTION was made to approve the Salaries for 2015 as discussed in accordance with the information provided to L. Gerstenslager, District Manager, for execution beginning January 1, 2015 at an increase of 2% by B. Hammond seconded by S. LeRoy; carried.

A MOTION was made to approve reappointment of Maxine Appleby as a part time member to the District Team with a new title as Public Relations Specialist, as a provisional employee until the exam can be taken by S. LeRoy seconded by B. Hammond; carried.

Next Board Meeting is scheduled for January 21, 2015 at 9 am at the SWCD Conference Room including special operational meeting for 2015.

Motion to Adjourn at 10:55 am by B. Hammond.