

**Minutes of The Wayne County Soil & Water
Conservation District Board of Directors
Regular Meeting February 15, 2012
SWCD Office, Lyons, NY, 14489**

Directors:

Steve Brownell
Bob VanLare
Jody Bender
Tom Caprilla
Bill Hammond

Staff:

Lindsey Gerstenslager
Cathy Comfort

NRCS:

Bill Jones

FSA:

K. Tyrrell

Guest:

Pat VanLare
Steve LeRoy
Steve Wilkie, Affordable Benefits
Damian Ulatowski, Affordable Benefits
MVP Representative
Colonial Life Representative

Call to order @ 9:05am

The Board recognizes Steve LeRoy, Supervisor for Sodus, who will be taking the place of Jody Bender, Supervisor for Marion as guest.

Secretary's Report:

A MOTION was made to approve the minutes of the previous meeting by J. Bender second by B. VanLare; carried.

Treasurer's Report:

C. Comfort explained to the board that she has expanded on the Treasurer's Report; it now includes bank balance, QuickBooks' balance and a reconciliation of the general account to show where we stand financially.

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

A discussion was had on the Verizon shop bill; re: cancelling it altogether as crew carries cell phones. It was determined for emergency calling this was not a good idea, however L. Gerstenslager is to look into a local call plan only for this line.

A MOTION was made to approve the bill's to be paid for January 2012 by J. Bender seconded by B. VanLare; carried.

A report was given on the external audit by Bailey Carr CPA, it is still ongoing as they are still contacting us with questions.

Ag NPS Round 17 contracts for Black Brook, Port Bay and Seneca River have all been notarized and sent, and subcontracts have been sent to the farmers to expedite the process.

B. Hammond entered the meeting at 9:30 am

The Graze NY program has ended and money needs to be set aside for rent; salary. The Graze NY program partially funded the salaries of R. Thorn, L. Gerstenslager and C. Comfort. The allotment from Graze NY closeout will be \$34,000 and is to be broken down with \$22,678 deposited to district savings and \$11,322 into district checking.

A Motion was made to direct the closeout monies from the Graze NY program as directed: \$22,678 to district savings and \$11,322 to district checking by T. Caprilla seconded by J. Bender; carried.

The Oaks Grant is finalizing with the last payouts getting ready to be paid and the grant closing therefore the monies left will need to be moved out for use in administrative costs into District Checking once close out notification is received. In addition, when DEC reimburses the District the funds will replace the retainer that was once removed from the special projects fund savings.

A Motion was made to move the reimbursement of the Oaks Grant funds into the Special Projects fund by T. Caprilla seconded by J. Bender; carried.

As the federal budget looks like it is getting tighter, monies need to be set aside in anticipation of rent. L. Gerstenslager is proposing that the next two county appropriations \$7,500 be set aside each time in the general savings for rent requirement.

A Motion was made to deposit \$7,500 each time from the next two County appropriations in anticipation of 2013 rent by J. Bender seconded by B. Hammond; carried.

Guest Speaker

Steve Wilkie from affordable benefits gave an overview of the different insurance plans that may be offered in 2013 including discussions on the difference of a HSA Savings plan versus a HRA Reimbursement plan. There was also a presentation by Colonial Life for a Medical Bridge Policy. See attachments for additional information.

FSA Report

K. Tyrrell reported that they are very busy as a lot of their reporting deadlines are approaching. The CRP program is underway and will be a joint effort of the three agencies working together.

NRCS Report

See attached addendum.

Staff Report

There was a staff announcement that C. Hotto and wife Monica are expecting a child in September, congratulations to both.

District Manager Report

L. Gerstenslager reported that a letter was received from the County advising that due to a cut in State funding they may be cutting funding to programs. B. Hammond stated that the County is looking at cutting costs but SWCD should be ok.

L. Gerstenslager advised the board that FLOWPA funding is currently running behind 3 years and that the funds are shrinking. Also the Graze NY funding for this year was paid 2010-2011.

Currently SWCD is working on a two year plan and this is going well. L. Gerstenslager stated that she is working on a five year plan as well to ensure future funding.

L. Gerstenslager stated that more towns are interested in contracting with SWCD and an MOU (Memorandum of Understanding) needs to be drawn up. L. Gerstenslager and C. Comfort will look into this so SWCD receives reimbursement for project costs.

R. Thorn is currently working toward obtaining his CCA (Certified Crop Advisor) and when he does this will increase our funding and we will also need to consider a change in his position and salary when he achieves his CNMP (Certified Nutrient Management Planner).

L. Gerstenslager also reported that there is legislation proposed to increase the SWCD across the state as part of the Part A funding.

The Water Quality Symposium will be March 14-16th and attendance will help satisfy performance measure C: each board member needs one training session a year. A vehicle will be going back and forth daily and registration is due by this Friday.

L. Gerstenslager reminded the board of the Banquet on March 15th at the Water Quality Symposium.

A Motion was made for attendance to the Water Quality Symposium for March 15-March 16 by J. Bender seconded by B. VanLare; carried.

L. Gerstenslager reported that an interview was held with Erin Strobl on Thursday, February 9, 2012, and she was pleased with this choice for intern. E. Strobl brings a strong background in education and environment including invasive species. L. Gerstenslager recommended a wage of \$11.00 per hour based on experience and education.

A Motion was made to hire intern Erin Strobl at a wage of \$11.00 for the 6 month temporary position by J. Bender seconded by T. Caprilla; carried.

B. VanLare gave a report on his trip to Las Vegas for NACD with highlights including the Hoover Dam. Some amazing pictures and stories of this landmark were shared.

Steve LeRoy brought up the Meadowbrook Conference that he previously spoke to Lindsey about attending to the Board. The conference is a municipal conference in April and feels that it would benefit the District for Lindsey's attendance. This is a 3 day conference and the cost for registration is \$250.00.

A Motion was made to send Lindsey to the conference by S. Brownell seconded by J. Bender; carried.

Approved Minutes for February 15, 2012 Board of Directors Meeting –

NOTE: Lindsey has been in contact with the coordinator of the conference and she will be acting in the capacity as a guest speaker on Agricultural Non-point Source planning and storm water management, drainage, etc because of this, there will be no fee for her attendance.

Next Meeting is scheduled for Wednesday March 21, 2012 at 9:00am at the SWCD Office Conference Room.

A MOTION was made to adjourn at 12:00 pm by S. Brownell seconded by J. Bender; carried.