

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

**Regular Meeting – March 18, 2016
SWCD Office, Lyons, NY, 14489**

Directors:	Staff:
Bob VanLare	Lindsey Gerstenslager
Mark Humbert	Cathy Comfort
Steve Olson	
Laurie Crane	NRCS:
Monica Deyo	Bill Jones, Resource Conservationist
Guest:	FSA:
Pat VanLare	Absent

Call to order by Board Chair B. VanLare @ 9:02 am

Approval of the Agenda

- L. Gerstenslager added additional NYACD topic at this time.

Acknowledgement of Guests

- Good Morning Pat!

Operational Business

- **A MOTION** was made to accept the minutes from the February 19, 2016 Regular Board Meeting by M. Humbert seconded by L. Crane; carried.
- **A MOTION** was made to approve the Treasurer’s report for March 2016 by S. Olson seconded by M. Deyo; carried.
- **A MOTION** was made to approve the bill’s to be paid for March 2016 by L. Crane seconded by M. Humbert; carried.

Report from NRCS

See attached addendum.

Report from FSA

None

Report from SWCC – AEA Victor DiGiacomo

See attached addendum.

SWCD Operational Business: Lindsey Gerstenslager

- Correspondence folder was presented and reviewed. -L. Gerstenslager wanted to point out the great opportunities that are arising from our partnerships with area Highway Departments.

Old Business

- NYACD-L. Crane attended this conference and gave a brief account of happenings highlighting on a bill that is being considered for reimbursement for rent, utilities and building expenses with 50% of the monies reimbursable under Part A. Also there was discussion on Local Waterfront Revitalization Program (LWRP) and how Soil & Water Districts may be involved in the implementation.
 - Water Quality Symposium-L. Gerstenslager spoke of a marketing class she taught at the Water Quality Symposium and her enthusiasm at utilizing this strategy internally.
 - NY Certified Program-L. Gerstenslager attended this meeting and gave the board an update.
- L. Crane left the meeting at 10 am

New Business

- Contract Agreement with Stony Brook University for NY Sea Grant Project: Port Bay
- A MOTION** was made to approve the contract agreement with Stony Brook University for work on the NY Sea Grant Contract submitted for Port Bay's East Barrier Bar Project by M. Humbert seconded by S. Olson; carried.
- Audit Policy-Plan for 2016-L. Gerstenslager explained to the Board that with our CPA firm no longer doing Government Audits and staff being out in 2015 we are seeking a break from our normal audit schedule this year. L. Gerstenslager and C. Comfort explained to the board the extensive checks and balances that have been put in place and were approved by the previous firm and the successful previous Audits that have been conducted. At this time C. Comfort is working on a checklist to help guide the Board in their Audit. A new schedule will be looked at when a new firm has been chosen.
 - State Reports Part C-L. Gerstenslager stated that she had missed the deadline for applying for Part C monies for this year; on speaking with the State there did seem to be a general census of confusion with the forms with improvements to be made in the future. L. Gerstenslager wanted the Board to know that she did finalize and submit the forms late and accepts full responsibility for this. The Board acknowledges the mistake and understands that this will not happen in the future.

Announcements

- District Events for the month of April
 - Ecosystem Based Management Approach to Soil Health: April 15, 2016
 - Envirothon, April 19th
 - Tree Sale – Order Deadline April 1st; Pickup April 28-30
 - Fish Sale – Order Deadline April 26th; Pickup May 5th

Other Business

- NYACD-L. Gerstenslager asked the Board for approval of Wayne County SWCD Employee Handbook format to be used for NYACD.

A MOTION was made for NYACD to use the format of Wayne County SWCD Employee Handbook for NYACD by M. Humbert seconded by S. Olson; carried.

A MOTION was made to adjourn at 10:40 am by S. Olson.

Next Board Meeting is scheduled for April 15, 2016 immediately following the demonstration project at Humbert Farms.