

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

**Regular Meeting – May 17, 2017  
SWCD Office, Lyons, NY, 14489**

**Directors:**

Mark Humbert  
Steve Olson  
Monica Deyo  
Pat VanLare  
Laurie Crane

**Staff:**

Lindsey Gerstenslager  
Cathy Comfort  
Ron Thorn  
Drew Starkey  
Maxine Appleby

**NRCS:**

Greg Robinson

**STATE:**

Absent

**FSA:**

Absent

**Call to order by Board Chair M. Humbert @ 9:05 am**

**Approval of the Agenda**

L. Gerstenslager requested additional items to be added to the agenda at this time.

Under New Business: Web Hosting options for new location: M. Appleby

Under New Business: Accepting credit cards with Square: C. Comfort

**A MOTION** was made to approve the agenda as amended was made by M. Deyo seconded P. VanLare; carried.

**Acknowledgement of Guests**

None.

**Operational Business**

**A MOTION** was made to accept the minutes from March/April 2017 Board Meeting by P. VanLare seconded M. Deyo; carried.

**A MOTION** was made to approve the Treasurer's report for May 2017 by L. Crane seconded by P. VanLare; carried.

**A MOTION** was made to approve the bill's to be paid for May 2017 by S. Olson seconded by L. Crane; carried.

➤ Ag Grant-Bills to be Paid Update-GLPB Partnership Grant with FLOWPA

R. Thorn explained that these payments were to the farms as indicated on the attachment for the cover crop portion of the grant. L. Gerstenslager explained that payment will be made out of Special Funds and once payment is received from the reimbursement of the grant funder this account will be replenished. Requests for reimbursement are made at the end of each quarter; C. Comfort explained that tracking in QuickBooks is set up to accommodate for these transactions.

<b>Farm</b>	<b>Acres</b>	<b>Rate per Acre</b>	<b>Total Payment</b>
Ron Eygnor	96	\$36.63	\$3,516.48
Merrell Farms	240	\$36.63	\$8,791.20
Alan Youngman	71	\$36.63	\$2,600.73
<b>Totals</b>	<b>407</b>	<b>\$36.63</b>	<b>\$14,908.41</b>

**A MOTION** was made to pay cover crop payments at a total cost of \$14,908.41 from Special Projects for reimbursement for work at the end of second quarter by GLBP 2015 project through FLOWPA/WRB by P. VanLare seconded by M. Deyo; carried.

**Old Business: Lindsey Gerstenslager**

➤ Space Update-Furniture Budget

L. Gerstenslager explained that when the District moved, C. Hotto's desk was split up and now attachments need to be ordered for the missing pieces. There is also a need for some chair replacements and other miscellaneous pieces, etc. L. Gerstenslager further explained that R. Thorn has been doing some research on obtaining quality goods at a discount for the replacement of some items. The District has been putting aside \$15,000 a year for 5 years into the General Savings account in anticipation of rent and its associated expenses and would like to utilize that for this related expense.

**A MOTION** to approve purchase of desk furniture for C. Hotto and miscellaneous furniture for the office from various vendors not to exceed \$2,500.00 based on the estimate presented at the meeting and to be paid from the General Savings reserve for rent was made by P. VanLare seconded by M. Deyo; carried.

➤ Risk Management

- Rent- Explained with the space update and furniture budget. L. Gerstenslager explained that the District will utilize the monies set aside in the General Savings to cover the rent expense and associated expenses for the next 5 years.
- Retirement and Compensated Absences-L. Gerstenslager stated that the District is looking into establishing a dedicated account that money will be deposited into on a regular basis so the money will be in there when the bill is due. C. Comfort explained that this has to be a dedicated reserve account as you cannot commingle the interest. M. Humbert expressed concerns of tying up too much money and the District experiencing a shortfall for day to day operations. L. Gerstenslager and C. Comfort will put together a plan for the June meeting and present it with the motion.

➤ ANS 2014 property acquisition for Aquatic Weed Harvesting Access-South of the Bay Bridge

L. Gerstenslager explained to the Board that the purchase of the property located at 9648 Ridge Road, North Rose NY, was approved by the Wayne County Board of Supervisors and will be used as an access point to launch the District harvesters to manage water chestnuts in that area. L. Gerstenslager further explained that she had no idea that Board member L. Crane (Supervisor of Huron) had not been informed by the County of any of this proceeding. L. Crane stated that this is not the first time that it had happened and that last year the County had tried to put the property up for tax auction but was informed that the Town has a lien on the property. L. Crane stated that this lien is still in place however it is too late now as the agreement has been approved. L. Gerstenslager stated that the property will be used by the District for an access point and that the DEC has expressed interest in acquiring it in the future from the District.

**A MOTION** was made to purchase parcel tax ID 72117-16-891467, located at 9648 Ridge Road, North Rose, NY 14516 from the County of Wayne for use of access to south of the bay bridge in conjunction with a working agreement with NYS DEC to manage the area for aquatic water chestnuts by P. VanLare seconded by M. Deyo; carried: L. Crane abstained.

➤ Tree Sale Information D. Starkey

D. Starkey stated that the tree sale was a success, our numbers increased some from last year and we broke even and showed a little profit. D. Starkey stated that this is the first year that we went mainly digital with the advertising, he also stated that there are some trees left and the Board members requested a list.

➤ Envirothon Information D. Starkey

D. Starkey gave a brief overview of this year's Wayne County Envirothon held at Montezuma Audubon Society. This year there were 9 teams representing 5 schools and approximately 50 students which represents an increase of 1 school from 2016. Red Creek School was the winners and will be competing next week at the NYS Envirothon in Geneva at Hobart William Smith College.

**New Business**

➤ Lake Front Assistance: Contractors list legal notice

L. Gerstenslager explained that the County has asked for our assistance in assembling a contractor list for property owners to utilize as they move forward with restoring their waterfront property. L. Gerstenslager further explained that the District will place a legal notice and a list will be assembled and made available. L. Gerstenslager also suggested that we reach out to other Districts to see what help may be available for permitting, design assistance etc. The Board suggested getting a plan together and addressing the cost with the County as a request will have to be made for the additional funding.

➤ WQIP project grant requests for Round 14

L. Crane moved that this be tabled until the June meeting seconded by S. Olson.

➤ Verizon Wireless and Cell Phones for District Staff

L. Gerstenslager explained to the Board that two of the technicians do not have District phones; at this time the District owns 5 phones for the technicians use (1 for Aquatics). L. Gerstenslager asked the Board if it would prefer adding on more phones or giving the employees' stipends for the use of their personal phones. The Board would like to see the options compared and the OSC recommendations. C. Comfort will prepare this for the June meeting.

➤ NYACD Update

L. Gerstenslager updated the Board on the current activity of the NYACD Board of Directors and the correspondence that was sent out to their Executive Director, Amber Paice. L. Gerstenslager stated that the correspondence abruptly changed the terms and pay of employment from full to half for Ms. Paice while violating the by-laws of NYACD as this was not approved or approached by anyone beyond the acting Executive Board. L. Gerstenslager stated that she would like to send a certified letter requesting prorated dues reimbursement repayment. No Motion was made at this time. This will be revisited at the June Board Meeting when more information can be provided.

**Report from NRCS**

See attached addendum

**Report from FSA**

None

**Report from FLOWPA**

M. Deyo and P. VanLare went to a meeting and found it very informative with a keynote speaker, Andrew Zepp, Finger Lakes Land Trust. They came away with a general knowledge of contracts and closeout explanations for FLOWPA procedures.

**Report from SWCC –**

See attached addendum

**Report from Farm Bureau**

L. Gerstenslager stated that the Farm Bureau Consignment Auction will be held July 29th at the Pioneer Gas Engine's 53<sup>rd</sup> Annual Show in Marion and there will also be the first ever Taste of Wayne County held on July 18<sup>th</sup> held in the Canal Park in Newark. M. Humbert stated that the Bureau is still happy with the choice of Sonny Purdue for Secretary of Agriculture.

**Report from Grange**

P. VanLare shared the following highlights:

- Wayne County Stewardship went well and was pleased with the attendance. Resources for this were provided through NACD Educational Forums.
- P. VanLare passed around the program and explained the Grange Logo commemorating 150 years.
- The next edition of the Wayne Pomona Grange Newsletter will be out this week.

**Other**

- M. Appleby handed out the attachment and explained to the Board the recommendations for transitioning the current email and website options available and the costs associated with this. M. Appleby further explained that the District's current web hosting has become unreliable and email is thru Spectrum which will have a rate increase in August. The Board thanked M. Appleby for her research and agreed that Go-Daddy appeared to be the logical choice and asked her to return to the June meeting with a transition plan.
- C. Comfort Informed the Board that she had researched using a *PayPal* or something similar type payment to receive money for purchase made via the web for Tree/Fish Sale, etc. During the research she spoke with NYS Office of State Comptroller, who sent the sections of the General Municipal Law that governs this and also advised talking with Cayuga County who already is set up. C. Comfort explained she reached out to L. Miller at Cayuga SWCD who explained they use the *Square* account and shopping bag, which C. Comfort is familiar with and also stated that it would be a secure way to use it as a way of processing credit cards for walk ins. The Board liked the idea and would like to proceed with setting up this payment alternative.

**A MOTION** was made for the use and implementation of *Square* as a form of payment acceptance by S. Olson seconded by L. Crane; carried.

**A MOTION** was made to pay R. Thorn a Longevity payment for his 15 years of service by L. Crane seconded by M. Deyo; carried.

**Adjournment**

**A MOTION** to adjourn at 11:03 am was made by S. Olson seconded by L. Crane; carried.

Next Board Meeting is scheduled for June 21, 2017 at 9 am.