

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

**Regular Meeting – May 21, 2014  
SWCD Office, Lyons, NY, 14489  
No Quorum Informal Meeting**

**Directors:**

Steve Brownell  
Bill Hammond

**Staff:**

Lindsey Gerstenslager  
Cathy Comfort

**Absent:**

Tom Caprilla  
Bob VanLare  
Steve LeRoy

**NRCS:**

Bill Jones

**Guests:**

Victor DiGiacomo, State Rep

**FSA:**

Absent

**Call to order @ 9:02am**

**Approval of the Agenda**

No Additional Topics

**Acknowledgement of Guests**

Victor DiGiacomo State Representative joins us again this month see attached addendum for his report. L. Gerstenslager advised that the district will be nominating Maple Lawn Farms for the AEM award.

**Operational Business**

- None at this time due to quorum restrictions.

**Report from NRCS**

B. Jones spoke of the plan for the future of NRCS and the plan to reduce their “carbon footprint” by 2016, he is not sure the exact method(s) they will be undertaking however wanted to advise the Board. B. Jones also stated that Don Pettit, State Conservationist, has retired and the position when it is filled may change even more plans.

B. Jones advised the Board that J. LaGioia has accepted a position in Wyoming County as a Resource Conservationist, congratulations to Jim. He further stated that they are planning on filling in behind him and are interviewing on the 23<sup>rd</sup> and 28<sup>th</sup> of this month.

B. Jones and L. Gerstenslager talked about the cooperative agreement L. Gerstenslager received, it is an updated version of the 1998 agreement and an agreement to continue to work together. S. Brownell and B. Hammond stated that it should be signed, S. Brownell to sign at end of meeting. It was noted that several SWCD’s do not have the same working relationship as Wayne County does with their partners.

B. Jones also advised the Board that the CSP deadline is May 28<sup>th</sup>, 2014.

L. Gerstenslager talked about other options available as the lease is up for the current building September 30<sup>th</sup> and would like to take the Board to other districts to see how they are set up; this is being planned for the middle to end of July.

**Report from FSA**

No Report

**Report from Staff-Cathy Comfort**

- GASB Survey- C. Comfort explained to the Board that new regulations are coming out for retirement reporting and record keeping; she has been in contact with auditors to ensure Wayne County stays in compliance.
- QuickBooks ProAdvisor Training-C. Comfort advised the Board that she has completed this training and is now a certified QuickBooks ProAdvisor.

**SWCD Operational Business: Lindsey Gerstenslager**

- Correspondence folder was passed around for all to see.
- Montezuma Wildlife Festival-C. Hotto represented the district at this event; it was well received.
- Envirothon-The first year of doing our own went well with the winning team from Lyons who will go onto the State Envirothon. Sodus is looking to have a team for next year as well.
- Minnow Brook Conference-S. LeRoy absent-no report.
- Watershed Monitoring Program: Central Canal Corridor: Red Creek Watershed-L. Gerstenslager advised the Board that Quotes have been received and SUNY Brockport remains the lowest (the actual lowest did not reflect shipping in the total which will put them higher than SUNY Brockport). The Board stated that SUNY Brockport has been doing this program with us and it is best practice to continue.
- 2014 Envirothon in Wayne County Budget Review-See attached addendum.
- 2014 Tree Sale Review-L. Gerstenslager stated that the district did not sell seedlings this year due to poor performance in the past. See attached addendum for actual numbers.
- 2014 Upcoming Fish Sale-L. Gerstenslager told the Board that the district is offering a variety of fish this year and they will be utilizing the shop as a pickup point for customers instead of delivery.
- Equipment Purchase for Watershed Monitoring & Sampling: Kayak's & Paddles-FLOWPA 14-L. Gerstenslager explained that these were on sale at Dick's this coming weekend. it was decided that this was below the price that needed approval and she is to make the purchase.
- NYACD Update-B. VanLare absent-no report.
- Housing/Space Needs for Future of WCSWCD-Addressed in the cooperative discussion.
- AVC Program Update:
  - ❖ Purchase of Galvanized Beltings (Full Set for Boat 2 & Backup Set)-This was discussed and due to the emergent needs to have the boats ready to go in the water L. gerstenslager was approved to move forward with purchase.
  - ❖ Purchase of Bridge Panels for Boat 3-L. gerstenslager stated that these were made out of wood and have rotted; she was advised to order new ones made out of metal.
- Management Certification for Lindsey Gerstenslager-L. Gerstenslager advised and showed the Board her Management Certification she has received.
- Performance Measure's-Training will be covered in the next few months with the Module's for NYS SWCC. L. Gerstenslager told the Board that this is a requirement to obtain grant funds. B. Hammond requested a reminder when the next MS4 training will be.

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- Performance Review Process-L. Gerstenslager stated that the staff's performance review will be starting as per discussion at end of year so it can be reflected in the budget.
- Ethan Humbert: Internship-L. Gerstenslager stated that while she had budgeted this position, she did not have Board Approval; S. Brownell and B. Hammond advised that as this is an approved budgeted item she should proceed.
- Personnel Review-Investigation-L. Gerstenslager explained that this is on-going with more interviews scheduled for next week.
- New Harvester Dedication-Friday, June 6<sup>th</sup>, 2014 at 3:00 pm; Board to arrive at 2:00 pm to process motions.

Next Board Meeting is scheduled for June 18, 2014 at 9 am at the SWCD Conference Room.

**Meeting Adjourned at 10:40 am.**