

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

**Regular Meeting – July 17, 2013
SWCD Office, Lyons, NY**

Directors:

Steve Brownell
Bill Hammond
Tom Caprilla

Staff:

Lindsey Gerstenslager
Cathy Comfort
Chris Hotto
Stephanie Schroeder

Absent:

Bob VanLare
Steve LeRoy

Regular Meeting

Call to order at 8:56 am by S. Brownell Chair

Approval of the Agenda

Agenda was approved as submitted, no additional topics at this time.

Acknowledgement of Guests

No guests present.

Operational Business

A MOTION was made to approve the minutes of the June Meeting by B. Hammond seconded by T. Caprilla; carried.

A MOTION was made to approve the Treasurer's Report by B. Hammond seconded by T. Caprilla; carried.

- **Bills to be Paid:** T. Caprilla inquired what the Finger Lakes Aquaculture Bill was for; C. Comfort explained that this is who we purchase the Grass Carp through.

A MOTION was made to approve the Bill's to be Paid for July 2013 by B. Hammond seconded by T. Caprilla; carried.

- **Quarterly Report Review:** L. Gerstenslager presented the Board with quarterly reports on four grants; she further explained that these grants are updated monthly and reviewed quarterly matching all QuickBooks entries.
 - ~ ANS
 - ~ GLBC
 - ~ FLOWPA 10/11
 - ~ FLOWPA 11/12

A MOTION was made to accept the Quarterly Reports as presented by B. Hammond seconded by T. Caprilla; carried.

Report from NRCS

C. Comfort informed the Board that NRCS Staff is out of the office at an area meeting so there will not be a report this month.

Staff Report

Chris Hotto: Drainage & Critical Area Seeding Programs

Drainage:

- 3 completed projects.
 - ~ 4 Mile Creek-Ontario
 - ~ Haley Road-Walworth
 - ~ Wolcott Creek-Wolcott & Huron
- Trees Pulled in Mill Creek
- Projects Started On
 - ~ Dennison Creek
 - ~ Salmon Creek-Williamson

Critical Area Seeding:

- Completed 2 acres on diversion projects and 1 county project.
- Sent out letters to Town and County Departments, has not generated much interest yet.
- Idea is to open it up to Agricultural Community to generate more interest.

T. Caprilla inquired what the charges are, C. Hotto stated he would have to figure out the cost per acre; L. Gerstenslager added that this is a 50% matching grant which will reduce the cost even more.

A MOTION was made to extend the Critical Area Seeding Program to the Agricultural Community contingent on there being a Tier 1 AEM application being filed by T. Caprilla seconded by B. Hammond; carried.

S. Brownell inquired as to the status of the project near his property, C. Hotto responded that he is working and waiting on permits at this time.

SWCD Report

Correspondence folder:

The folder was passed around T. Caprilla inquired about the SOS booklet and what the SWCD involvement was with it. L. Gerstenslager explained that this booklet was just recently given to her and has not been used since 2007. L. Gerstenslager and E. Claypoole from CCE are going to see if there is anything they can utilize for education purposes.

Meet the new District Educator Assistant:

Stephanie Schroeder: Introductions were made between the Board and S. Schroeder. S. Schroeder advised the Board that she had recently graduated from RIT with a Masters in Environmental Science and is currently finishing up on her thesis. S. Schroeder explained that she would like to go on and obtain her Doctorate and become an Educator. Welcome aboard Steph! L. Gerstenslager advised the Board that at this time we have plans on keeping S. Schroeder on until December 19, 2013. T. Caprilla inquired what her main duties were; L. Gerstenslager replied that she is mainly working on education with some field work involved as well. L. Gerstenslager further expanded on projects stating

that S. Schroeder will be working on cataloging the drainage projects and S. DeRue with the assistance of A. Wegman will be cataloging the water projects/grants. B. Hammond suggested sharing S. Schroeder with other districts when her internship is over to utilize her talents. L. Gerstenslager stated she would look into that.

NYS Grant Electronic Website:

Motion to Sign Up

A MOTION was made for Wayne County Soil & Water Conservation District to sign up with the NYS Grants Electronic Website by B. Hammond, seconded by T. Caprilla; carried.

County Contracts:

Drainage Contract Received: Finalized

Harvesting Contract- Not received as of July 12, 2013. L. Gerstenslager explained she would like to have a Board Member check on the status of the contract and if there is a way to correct the process from taking so long as we are already well into the season and still have not received the contract from the County Attorney's Office; B. Hammond stated that he will follow up on this.

Fair Booth:

L. Gerstenslager stated that we were able to obtain space at the Wayne County Fair. L. Gerstenslager further explained that she plans on doing education utilizing an Infiltration Model, a Watershed Model, Barley Bales, Benthic Mats and SeaGrant's Grass Carp Model. B. Hammond suggested bringing the Mulching Machine. L. Gerstenslager also thought of the idea of raffling off a Rain Barrel.

A MOTION was made for the District to have a Booth at the Wayne County Fair for the week of August 12-16 with the cost of the booth and accessories not exceeding \$605.00 by B. Hammond seconded by T. Caprilla; carried.

Shop Facility:

L. Gerstenslager advised the Board that a legal notice will be going out in the paper and a letter sent to our contractor list for the concrete work at the shop. Site showing will be Wednesday July 24, 2013 at 9 am. Quotes will be due Tuesday July 30, 2013 by 9 am. Voting on award will occur at the July 31st Finance Meeting.

Soil Health Field Day:

L. Gerstenslager informed the Board that this was a well received class. The class started out with 11 RSVP and of that 11, 7 showed up however there were 39 people in attendance for the class. The class was hosted at Pitt Farms and partnered with NRCS, CCE and the Farm Bureau. Demonstrations in soil health, cover crop and no-till were provided.

WQ Education Classes:

L. Gerstenslager advised the Board that the first class was held on June 27th and it was well received with 16 in attendance as well as representation from SOS. L. Gerstenslager stated that they discussed Benthonic Mats, Algae, Invasive Species and utilized games to increase awareness from Project Wet.

Schedule Holiday End of Year Party for District:

Discussion as to date and place with place being set as Captain Jack's in Sodus and date being set as December 6, 2013.

A MOTION was made to schedule the end of year Holiday Party on Friday December 6, 2013 at Captain Jack's in Sodus by B. Hammond seconded by T. Caprilla; carried.

Letter for Ron Thorn's File:

L. Gerstenslager presented the Board with the August 2002 Personnel Policy Amendment showing the changes that were made at this time and the grandfather clause. Discussion was had and it was agreed that a notation should be put in Ron Thorn's file as he was hired prior to August 1, 2002 so that at 25 years of credible service he will be eligible for retirees group health insurance paid for by the District.

Other Business:

L. Gerstenslager informed the Board that she went to the recent Manager's meeting and found it informative.

L. Gerstenslager advised the Board that she has been working on the 2014 Budget and it will be sent out next week prior to the Finance Meeting for review.

The Board agreed that due to having two meetings in July there will not be an August meeting.

Next Meeting is the Finance Meeting scheduled for Wednesday July 31, 2013 at 9:00 am at the SWCD Office Conference Room.

A MOTION was made to adjourn at 10:22 am by B. Hammond seconded by T. Caprilla; carried.