

**Minutes of The Wayne County Soil & Water
Conservation District Board of Directors
Finance Meeting July 31, 2013
SWCD Office, Lyons, NY, 14489**

Directors:

Steve Brownell
Bill Hammond
Tom Caprilla

Staff:

Lindsey Gerstenslager
Cathy Comfort

Absent:

Bob VanLare
Steve LeRoy

Call to order @ 9:05am

Approval of the Agenda

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

Acknowledgement of Guests

No guests present.

A MOTION was made to suspend the orders of the day by T. Caprilla seconded by B. Hammond; carried.

2014 District County Budget Review

See attached addendum.

L. Gerstenslager gave an overview of the proposed 2014 budget for the Wayne County Soil & Water Conservation District. The Wayne County Budget Officer requested that funding from the County be kept at the same level as 2013. Also included is the 2014 Scope of Work which is similar to last year with hard goals.

L. Gerstenslager also included a Summary Project for the Board that outlines the projects the District has in mind to accomplish in 2014. Highlights will be R. Thorn working toward his CNMP certification which in turn will offset his salary reimbursement from the state programs. Ag Intern for next year E. Humbert who is a RIT Civil Engineering student will be working with T. Reynolds and C. Hotto on designs and implementation.

L. Gerstenslager told the Board that in 2014 the focus will be on the connection of the technical services to why we need to focus on conservation. In 2013 the District provided services for five (5) handpulls with a total of twelve (12) tons of weeds harvested. L. Gerstenslager explained that continued efforts will be made with Healing Our Waters. At this time the interns are working on fact sheets to provide to landowners on what they can do for individual conservation practices.

T. Caprilla inquired about the Rd 17 Port Bay expenses, L. Gerstenslager explained that this was for Merrell Farms which was a large individual farm project in Rose.

B. Hammond advised that the list of Drainage Projects that are not able to be completed due to cuts in funding be included and keep this list active for future use.

L. Gerstenslager talked about a conversation she had with County Administrator, Jim Marquette, concerning the appropriation of the AVC monies and designating a certain amount each year to be put into the Harvesting Equipment Fund. B. Hammond suggested including a clause providing for any monies left in the contract at year end be vouchered for and included into the Harvesting Equipment Fund as well. L. Gerstenslager proposed adding this line to the Ag Drainage contract as well with the monies to go to the Maintenance contract. L. Gerstenslager to bring this to the Public Works Committee this fall.

A Resolution was passed accepting the Wayne County Soil and Water Conservation District 2014 Budget to the County by B. Hammond seconded by T. Caprilla; carried.

Internal Audit Review:

C. Comfort presented the board with the accounting ledgers for the period of January 1, 2013 thru and including June 30, 2013. C. Comfort gave a brief overview of the different reports that are maintained by the District and how to read said reports. The board was pleased with the all the information that is maintained by the District and gave accommodation for the checks and balances.

A MOTION was made to approve accounts as reviewed and audited by the District Finance Committee as of mid-year June 30, 2013 on July 31, 2013 by T. Caprilla seconded by B. Hammond; carried.

Other Business:

L. Gerstenslager advised the Board that the Quote Requests for the Shop Floor Replacement will go out this Friday and are due back by August 7th 2013. The completion date for the Shop Floor should be in September 2013.

L. Gerstenslager explained to the Board that we will have a large tent structure at the Wayne County Fair. The Fair committee has said that in the future we will have a permanent structure and L. Gerstenslager will be asking to work with them so we can have demonstrations of Rain Barrels, Storm Water Runoff, etc.

Next Meeting is scheduled for Wednesday September 18, 2013 at 9:00am at the SWCD Office Conference Room.

A MOTION was made to adjourn at 10:30 am by B. Hammond seconded by T. Caprilla; carried.