

MINUTES

Genesee County Soil & Water Conservation District
USDA Batavia Service Center
Regular Board Meeting December 14,2023

Present:

Dennis Phelps, Chair	Jared Elliott, Senior Field Manager
Christian Yunker, Vice Chair	Laura Bestehorn, District Secretary/Treasurer
Rochelle Stein, Legislature	Tim Welch, Conservation Technician
James Kingston, Farm Bureau	Rebecca Olsen, Conservation Technician
Marirose Ethington, Member At Large	Victor DiGiacomo, NYSSWCC
	Heath Eisele, District Conservationist, NRCS

I. Call to Order

8:00am D.Phelps called the meeting to order.

II. Minutes of the Previous Meeting

A motion was made to accept minutes from the November 9,2023 meeting by R. Stein, 2nd C.Yunker **Approved.**

III. Open Projects and Staff Reports

A. Open Projects and Staff reports (Appendix A, B, C, D, E)

J.Elliott requested a contract extension for the Town of Pavilion project under Part C that is still in design. A motion was made to approve the extension of the Town of Pavilion project by C.Yunker, 2nd J.Kingston **Approved.**

J.Elliott asked for approval to pay completed grant projects for Boldt Farms and Nathanael Edmunds still waiting on funding. A motion was made to pay Boldt Farms, \$1,021.31, Nathanael Edmunds \$5,096.88 using NYClass general savings and replacing the funds once the grant money has been received from NYS Ag & Markets by J.Kingston, 2nd C.Yunker **Approved.**

J.Elliott asked for a modification to AEM 17 to pay Kingsley Brothers additional funding for cover crops that were completed. A motion was made for approval of Resolution 12-2023 to reallocate funding to pay Kingsley Brothers by R. Stein,2nd J.Kingston **Approved** (Appendix F)

IV. Financial Reports

A. Bank Statements Approval

A motion was made to approve bank statements for November 2023 by R.Stein, 2nd C.Yunker **Approved.**

B. Treasurer's Reports (Appendix G)

A motion was made to approve Treasurer Reports as presented by R.Stein, 2nd J.Kingston **Approved.**

C. Abstract Approval (Appendix H)

A motion was made to approve payments on abstract# 12 with the revised comments and additions as presented by R.Stein, 2nd J.Kingston **Approved.**

A motion was made to approve for L.Bestehorn to have quickbooks training at a cost of \$250.00 by J.Kingston, 2nd R.Stein **Approved.**

L.Bestehorn reviewed changes made when completing the FLOWPA closeout for Supplies and Equipment.

V. Unfinished Business

A. Technician Position

J.Elliott hired a new technician Joan Hodges. M.Ethington entered the meeting at 9:45am.

VI. New Business

A. FL-LOWPA Resolution

A motion to approve FLOWPA Resolution 11-2023 authorizing signing of a contract with the Oswego SWCD for transfer of funding for FLOWPA SFY 23-24 funding by C.Yunker, 2nd R.Stein **Approved.** (Appendix I)

B. Bank Account for FL-LOWPA SFY2022-23 WQ 32

A motion was made to approve opening a new bank account for FLOWPA SFY 2022-23 WQ32 by J.Kingston, 2nd M.Ethington **Approved.**

C. 2023 Budget Modification

A motion was made to make a budget modification due to purchase of a new utility vehicle, moving funds from the personnel line that was not used due to a new employee not being hired to the equipment line by R.Stein, 2nd J.Kingston **Approved.**

D. 2024 NCF Envirothon

A request for \$3,000.00 was made for 2024 NCF Envirothon. A motion was made to contribute \$1,500.00 by J.Kingston, 2nd M.Ethington **Approved.**

E. Computer System Options

A motion was made for approval to move forward with Millenium Computers and go off NRCS network with necessary licensing, a new laptop or tower if needed and leaving one computer on the NRCS network using Part C funds up to \$10,000.00 by R.Stein, 2nd C.Yunker **Approved.**

F. 2024 District Budget

J.Elliott presented the 2024 budget. A motion to accept the budget with the adjustment of the new computer system was made by R.Stein, 2nd M.Ethington **Approved.**

G. Internal Audit (Appendix J)

The district internal audit was completed by R.Stein and D.Phelps and presented to Board Members.

H. Contract Extension Part C was completed during open projects.

VII. Reports

A. **NYSSWCC:** V.DiGiacomo - Reviewed report attached(Appendix K)

B. **NRCS-H.Eisele** - NRCS is currently accepting applications for Round 2 of the Conservation Stewardship Program (CSP). Application deadline is January 26th. Minimum payments have increased this year from \$1500/year to \$4,000/year for a 5-year commitment. Sign up deadline for the Environmental Quality Incentives Program (EQIP) Round 1 ended November 3rd. A second sign up is possible, but has not been announced at this time. Several Personnel Changes happening over the next couple months. Area Office is in the process of hiring an Area Engineer. Tentative job offer has gone out to the applicant. Position will be stationed outside of the Batavia Area Office. Area will also be advertising for a Resource Soil Scientist and a Program Support Specialist position in the very near future. For the W1 Field Team (Genesee, Orleans and Niagara) – Hannah Young was promoted to the Resource Conservationist position in Batavia. Nikki Fruehan, previous Resource

Conservationist in the Albion Field Office will now be working as a compliance specialist for the Area Office. Working with HR to evaluate Pathways Intern applications with hopes of bringing someone on as early as January/February. Thank you to Stein Farms for hosting a tour for the NY Leadership Team and Engineering Staff. The tour was very informative and helped staff better understand the challenges and opportunities that come with a cap & flare systems.

C. FISH & WILDLIFE- C.Yunker. Nothing to report at this time.

D. COUNTY LEGISLATURE: - C.Yunker , R.Stein

R.Stein said Mike Burns from the County IT department is working on a cyber security policy and it can be shared with Soil and Water. A discussion followed on water in the County.

E. CHAIR:

D.Phelps thanked all for the work done and M.Ethington and R.Stein for their help on the personnel committee. A discussion was made about the next meeting date.

A motion was made to go into executive session with J.Elliott and board members at 9:45am to discuss personnel matters by C.Yunker 2nd R.Stein **Approved.**

A motion was made to close executive session at 10:0am by R.Stein,2nd C.Yunker **Approved.**

A motion to accept salary schedule for 2024 as authorized by board members by M.Ethington, 2nd R.Stein **Approved.**

Motion to adjourn the meeting at 10:06am by C.Yunker, 2nd J.Kingston **Approved.**

VIII. Date of Next Meeting – Thursday January 11,2024

Recording Secretary: Laura Bestehorn

Minutes are not official until approved at the January 11, 2024 meeting.

Chair: Approved ____

Attachments: Appendices A-L