

2016

KWIC MINUTES

KEUKA WATERSHED IMPROVEMENT COOPERATIVE
MINUTES JANUARY 25, 2016 MEETING AT



SCANNED

TOWN OF URBANA OFFICES

The meeting was called to order at 7:50pm following the KLOC meeting by Steve Butchko, chair. Roll Call showed all Commissioners present: Butchko, Wayne; Webster, Urbana; Church, Milo; Mark Illig, Pulteney; Phil Warren, Barrington; Green, Hammondsport; Killen, Jerusalem; Mackerchar, Penn Yan. Jim Balzsak and Colby Petersen Managers were also present. Guests were Mark Morris, Dennis Carlson, and Bill Laffin.

The first order of business was election of officers. Church nominated Butchko as Chair and Green as Secretary. Seconded by Illig. All voted in favor. It is noted that controlling documents of KWIC and KLOC require the Chair of KLOC is co-chair of KWIC and Vice versa.

The minutes of November 23, 2015 as emailed were approved on motion of Killen and second by Illig.

The November and December, 2015 Bookkeeper's emailed reports were approved on m/Church, s/Butchko. Webster moved to instruct the Bookkeeper to bill the Municipalities for 2016, second by Butchko. Carried.

Manager's Report: Each municipality's report was distributed. It was noted that with the better weather there has been much more activity than in previous years. Discussion took place on the number of past dues. Also the technical question of the requirement of inspectors signing the forms before filing requires a print out, signing and scanning the document into the system. The managers were asked to discuss with Scott Demmin of DSD web Works for an upgrade to digital signing. Again there have been incidents of Construction prior to local approval even though the KWIC paper work clearly notes "Local approval is required". The request to the DOH concerning KWIC's waiver for certain system designs was sent to DOH in December.

The mapping of Classified streams as designated by DEC was again discussed so KWIC understands its zone one requirements. The managers will do so.

Other Business: The agreement with the Town of Torrey, DSD Web Works and KWIC to use the "KWIC reporting system" was discussed.

The NYS DOS Grant report of the Sustainable Keuka will be in Milo, Penn Yan, and Jerusalem in February.

At this time it appears that KWIC will revert to holding meetings only every other month in the future to coincide with KLOC's regular meetings. The next meeting is March 28, 2016 in Pulteney.



KEUKA WATERSHED IMPROVEMENT COOPERATIVE
MINUTES FOR MARCH 28, 2016
PULTENEY TOWN OFFICES

The KWIC Meeting was opened by the Chair Steve Butchko following the KLOC meeting at 8:00 pm. Present were members Steve Butchko (Wayne), Leslie Church (Milo), Mark Illig (Pulteney), Phil Warren (Barrington), Anne Green (Hammondsport), Patrick Killen (Jerusalem) and Leigh Mackerchar (Penn Yan). John Webster (Urbana) was not present. Managers Jim Balyszak and Colby Petersen were present. Guests were Bill Laffin, Mark Morris, Mike Yastremski, and Bill Weber.

The minutes were approved as emailed on motion of Penn Yan/second by Jerusalem.

Bookkeeper's Report - approved as emailed by motion of Milo, second by Jerusalem. The budget for 2016 was reviewed and discussed. The surplus from 2015 is \$14,520.99, income from each of 8 municipalities of \$5200 for \$41,000 and the soft ware license fee of \$300 for a total of \$41,900, Expenses are Bookkeeper, \$1500, advertising \$300, Web maintenance \$800, education/training \$700, legal \$2500, contract software \$2800, insurance \$2000, contract manager \$35,000. For a total of \$45,000. Adopted on motion of Hammondsport, second Pulteney. The bill from Yates County Soil and Water was okayed for \$4458.75 for December, 2015 and January 2016 for 30.75 units. and the bill from DSD Web Works was held until reviewed by the Chair.

Manager's Report: A report of time record for January and February of 20.08 units was given. Each municipality was given a its status report on inspections. In response to the request for possible additions to zone 1 properties on the Classified Trout Streams to KWIC jurisdiction resulted in only Jerusalem, Urbana, and Hammondsport having additions. The municipalities will review and respond.

The manager proposed an increase in the cost/unit of work of 1.5% from \$145 to \$147.18 with the renewal of the contract effective March 1, 2016 through March 31, 2016.. Approved on motion by Jerusalem and second by Barrington.

We still have not heard from DOH on our waivers.

If a copy of the KWIC organizing document is needed by anyone it is available on the cloud via the address on the agenda. Section II is what is needed. The other pages are Policies and Practices which have been amended.

The sixth annual LULA Training will be at 5pm April 26 at the Yates County Audiitorium.
Next meeting May 23, 2016 Town of Jerusalem (Branchport fire dept) at 7pm.
Ajourned 8:50pm



KEUKA WATERSHED IMPROVEMENT COOPERATIVE
MINUTES FOR MAY 23, 2016
BRANCHPORT FIRE STATION

The KWIC meeting was called to order by Chair Steve Butchko at 7:40 pm following the KLOC meeting. The following commissioners were present: Illig (Pulteney), Butchko (Wayne), Mackerchar (Penn Yan), Webster (Urbana), Parson (Jerusalem), Sorensen (Milo). Gate Manager Brent Bodine was present and KWIC Manager Jim Balyszak also attended. Guest who signed in were Jim Harris, (Milo), KLA members: Dennis Carlson, Bill Laffin, Mark Morris, Al Wahlig, Wayne Hand.

The minutes of the March 28 meeting were reviewed and approved as emailed on motion of Illig and second by Mackerchar.

The bookkeeper's reports for March and April, 2016 were reviewed and approved on motion of Webster and second by Illig. Bills to be paid : Manager's time for March and April of \$3516.25 and Yates County Soil and Water bill for real property tax parcel updating for Steuben and Yates of \$450 were approved for payment.

Contract Manager Jim Balyszak distributed the municipal statistics on inspections to each municipality and answered questions. There is inspector training July 13 in Allegheny. DOH waiver is getting closer. Discussion of the possible additional zone ones was discussed - just how far up stream must be considered zone one (end of watershed?): is the 200 feet measured from the system location or is fact property borders streams justify zone one requirement. Direction will be given by end of year.

It is reported that pumpers can not use the Bath facility because of on going problems at the location.

Chair Butchko distributed a map of Keuka showing the scenic view ratings of various locations as part of the Sustainable Keuka Project grant from the NYS State Department.

Meeting adjourned at 8:20pm

Next Meeting Town of Milo July 25th following the 7pm KLOC meeting.



KEUKA WATERSHED IMPROVEMENT COOPERATIVE

MEETING MINUTES FOR
JULY 25, 2016
HELD AT MILO TOWN HALL

In the absence of chair Steven Butchko, Vice chair Mark Illig called the meeting to order at 7:40. The following Board members were present: Leslie Church (Milo), Phil Warren (Barrington), Dennis Carlson (Wayne), Pat Killen (Jerusalem), Anne Green (Hammondsport) Mark Illig (Pulteney) and John Webster (Urbana). Penn Yan was not represented.. Guests were Jim Harris, Milo, Bill Laffin, KLA, Wayne Hand, Wayne, Al Wahlig, Pulteney, Bill Weber, Pulteney and Mark Morris, KLA.

The minutes were approved as emailed on motion of Warren and Church. The bookkeeper's reports for May and June were approved with the note that we are on target budget wise. On motion of Killen, second by Webster.

The manager's reports were distributed to each municipality. The managers were not present.

We will meet in August to begin the budget process.

NEXT MEETING AUGUST 22 AT PENN YAN AT 7:00PM

On motion of Warren and second by Killen the meeting adjourned at 7:40.



KEUKA WATERSHED IMPROVEMENT COOPERATIVE AUGUST 22, 2016 MEETING MINUTES VILLAGE OF PENN YAN

At 7:20, following the KLOC Meeting. The following board members were present: alternate Dennis Carlson, Wayne; Leigh Mackerchar; Phil Warren, Barrington; Patrick Killen, Jerusalem, and Anne Green, Hammondsport. Milo, Pulteney, and Urbana were not present. In the absence of the Chair Butchko and Vice chair Illig, Wayne alternate Dennis Carlson was selected to chair the meeting.

Others present were Bill Laffin, KLA Bill Weber, Pulteney; Richard Osgood, KLA; Colby Petersen, Yates County Soil and Water and KWIC manager; Wayne Morris, KLA and Wayne Hand, Wayne.

The minutes of July 22, 2016 were reviewed and approved as emailed on motion of Killen and second by Warren.

The Bookkeeper's report for August, 2016 as emailed was approved on motion of Warren and second by Mackerchar.

The proposed 2017 budget of \$46, 600 was discussed. It was agreed that the KWIC Management fee should be increased by \$150 to \$35,150. On motion of Warren and second by Killen the amended Budget of \$46,750 was approved. The fee for each municipality is \$5200 the same as last year.

Manager's Report: Petersen distributed reports for each municipality; it appears that expenses of inspections will stay within the budget. In response to a question about where the DOH waiver for KWIC certain standard septic plans stands, it was suggested that the municipalities should contact their Regional Office of DOH since approval seems to be languishing.

In other business, Arbor Development's financial assistance with Septics was discussed and agreed that it was a positive. The Keuka Lake Volunteer Stream Monitoring as outlined by the Community Science Institute was discussed (it should be noted that KLA has determined not to participate. Many inquires are continuing for our Uniform Waster Water Law . There was an anonymous complaint from Pulteney resident about non enforcement - it was referred to the Pulteney watershed Inspector. KLA reported the boat inspections for invasive species is going well - about 10,000 inspections have taken place.

On motion of Killen and second by Warren the meeting adjourned at 8:00pm.

The next meeting is in Barrington (at this meeting it was announced to be October 24 but later determined it was September 26).



SCANNED

8:35 Illig motion to close meeting. Second by Webster. All in favor.

Next meeting 28 November – Town of Wayne

LULA training 27 April 2017 – Penn Yan

APPROVED

 SCANNED

DRAFT

KEUKA WATERSHED IMPROVEMENT COOPERATIVE MEETING MINUTES---NOVEMBER 28, 2016 TOWN OF WAYNE

Commissioners present: Stephen Butchko, Wayne; John Webster, Urbana; Leslie Church, Milo; Mark Illig, Pulteney; Phil Warren, Barrington; Anne C. Green, Hammondsport; Patrick Killen, Jerusalem; absent Penn Yan. Others: Colby Petersen, KWIC Manager; Mark Morris, Bill Laffin, Dennis Carlson, Al Wahlig, Diane Edwards, Tim Cutler, Michael Hanna.

Chair Butchko called the meeting to order at 7:40 pm. Minutes from September were approved on motion of Barrington and second by Milo. The Bookkeeper's Report was reviewed and it was noted that there is still an outstanding bill from Yates County Soil and Water (for Manager's fee). The report was approved on motion of Urbana and Milo.

Manager's report was given by Colby Petersen. Copies of inspection data through November 28 were distributed to each municipality, and a chart comparing the municipalities for the year. Also the time record for October and November was given out. On the DOH waivers for KWIC, it was stated that they were approved a year ago but no written authorization has been given. Thanks for a job well done this year was expressed to the Managers and Yates County.

WEB site presentation: Scott Demin, DSD presented a possible new web page presentation. Questions were raised concerning the cost and whether in fact a new site was necessary. It was agreed that Killen, Butchko and Illig would be a committee to determine what should be on web page, what improvements they would recommend, get a written proposal from DSD and to work with Radigan who manages the current site. Also, some at the September meeting questioned that \$7500 was approved for a new site (it was not in the minutes).

DOS Grant presentation given by Butchko. This is the grant which used Cornell to discuss a sustainable Keuka. The presentation in part relied on the LULA planning group. The central point was whether there is a way to protect the Keuka Viewshed from private invasive development and the possibilities of solar/wind power structures.

2017 Meeting Schedule (the 4th Monday of the month at 7:00 pm): January 23, Urbana (changed from Hammondsport); February 27, Hammondsport; March 27 Pulteney; April 24 Jerusalem (Branchport Fire Department); We will finalize the rest of the year as we determine if monthly or every other month meetings are necessary.

The Land Use seminar is April 27 at the Yates County Ad Building.

Next meeting at Urbana Town Hall, 7:00pm January 23 KLA will have a presentation on the Invasive Species situation. Please review material distributed by KLA to each Commissioner.

Adjourned at 9:00pm on motion from Hammondsport, second by Jerusalem.