

2000

KWIC MINUTES

KEUKA WATERSHED IMPROVEMENT COOPERATIVE

1 Keuka Business Park, Suite 205
Penn Yan, New York 14527
315-536-2389 Fax



KWIC

Merton Plaisted, Chairman
Norman Snow, Secretary/Treasurer
Cris White, Recording Secretary
William Mayer, Esq. Counsel

Paul Bauter, Manager
315-536-0917

Minutes for meeting held in Hammondsport on January 24, 2000

The meeting was called to order by Chairman, Merton Plaisted, at 7:05 pm.

Members present were Merton Plaisted, Norman Snow, Myron Baran, James Multer, John Andersen, Tom Chadwick, and Leigh MacKerchar. Member absent was Dr. Sam Pennise, of Hammondsport.

Guests Present were: Wayne Ackart, PE; Edward Balsley, KLOC Gate Manager (and Acting Secretary); Paul Bauter, KWIC Manager; Cris White, Recording Secretary; Dr. Alexander Wahlig, KLA; Peter Landre; Joseph Littleton, KLA; Robert Reed, Watershed Inspector for the Town of Pulteney; William Weber, KLOC Secretary; and Vincente D'Ingianni, Wayne.

The minutes of the November 22, 1999 meeting were approved upon a motion by Mr. Andersen, and seconded by Mr. MacKerchar.

Finances: (See Attached) The current bank balance is \$19,850.50 as of December 31, 1999. Upon a motion by Mr. Chadwick, seconded by Mr. Multer, the Recording Secretary was directed to voucher the eight members for \$2000.00 each. The manager's salary is to be \$35,000 and the office clerk is to be \$8.00 per hour upon a motion by Mr. Multer, seconded by Mr. MacKerchar. All in favor – motion carried.

Manager's Report: (See Attached) The computer work continues at a busy pace. The Penn Yan East Branch Watershed report is complete for 1999. There is a need for a Record's Management Officer – this is a grant requirement.

Members

Myron Baran - Pulteney
James Multer - Barrington
Richard Gardiner - Urbana

Emery L. Cummings - Hammondsport
John Andersen - Jerusalem
Leigh MacKerchar - Penn Yan

The inspectors have met and the result was the need for a better definition of "regulatory officer". It was also noted the need to define the 200' of tributary land vs. building(s). Inspectors are allowing various tank sizes – no steel under 1000 gal. There are 87 properties with no records in Pulteney. In Wayne there are 107 inspections in question, as we have no record of these in the KWIC office. Jerusalem has a decreasing load because of sewer districts 1 and 2. There has been an increase in permit activity from 100 to 145. Inspector's recommendations are 2 baffle tanks; effluent filters; concrete baffled distribution boxes. See the hand out for property transfers. The manager understands that there may be pending NYS legislation on property transfer inspections. It was suggested that a late fee be charged for Real Property Transfers that were not done on time. The directors will take this back to their municipal boards for consideration.

Mr. Littleton noted that the manager's report represented an excellent job and the proof of the performance is in the water purity.

There was a question as to whether to extend the 5-year program to 6 years in order to "catch up". Schedule for next year's inspections will start as for 5 years rather than extending for another year.

There was also a discussion on policy changes and Mr. Snow recommended a study committee be formed. The committee will consist of Mr. Multer and Mr. MacKerchar.

Election of Officers: The slate was recommended to be the same as 1999, with the exception of the recording secretary, to be Cris White. The motion made by Mr. Andersen was seconded by Mr. Chadwick, and carried.

Sewer Study: Dr. Wahlig reported that the KLA grant of \$75,000 is in hand for the KWIC contract. Mr. Ackart reported that Harbour Clough Assoc. is performing the study. The Keuka Lake Foundation has an oversight committee comprised of Michael Doyle, Dr. Wahlig, Walt Scott, and Bill Smith. For payment of invoices for the study, details to KWIC for approval. Wayne Ackart mentioned the advisability of a kick-off meeting with a steering committee consisting of John Andersen, Merton Plaisted, Jack Snow, Paul Bauter (as advisor), Bill Smith, Tom Klaseus (NYS Department of Health, Hornell District.), Ron Rudio (NYS Department of Health, Geneva District), Paul Schmied (NYS DEC, Avon). This meeting held February 10, 2000, in Penn Yan.

Keuka Looking Ahead: Peter Landre reported a management plan is being formulated. Areas of activity are erosion, video (from Canandaigua), and publications.

Other Business: Mr. Littleton will brief new town Board members, which consist of 2 in Pulteney, 1 in Milo, 1 in Barrington, 1 in Wayne, and 2 in Jerusalem.

Adjournment: Upon a motion by Mr. Andersen, seconded by Mr. Chadwick, the meeting was adjourned at 8:07 pm.

Notes submitted by Bill Weber



Chris White
Recording Secretary

Encl.

KWIC POLICY AMENDMENTS

Proposed February 8, 2000

Number 1

Structural Requirements for Onsite Wastewater Treatment Systems

- A.** All new and replacement septic tanks shall be concrete with two compartments unless otherwise approved. (Watershed inspectors shall have authority to approve plastic two compartment tanks under their tank replacement authority if deemed necessary for the site. All other approvals shall be the authority of the Watershed Manager.)
- B.** All new and replacement septic tanks and aerobic units shall have an effluent filter and septic tanks shall have a gas-deflecting device.
- C.** All distribution boxes shall be concrete with a baffle.
- D.** All replacement components shall comply with Appendix 75-A of Wastewater Treatment Standards and KWIC policies.
- E.** Inlet and outlet pipes from the septic tank or aerobic unit shall be sch. 40 or equivalent.

Number 2

Procedure Requirements Regarding Septic Tank Size, Condition and Frequency of Inspection (applies to zone one inspections only)

All septic tanks 500 gallons or less and those septic tanks in weaken condition shall be pumped and inspected every 3 years. All other septic tanks shall be pumped and inspected every 5 years.

Number 3

Procedure Requirements for Real Property Transfer Inspections

All distribution boxes or seepage pit covers will be uncovered and inspected. Those systems with a manifold system will be operated and flow back checked for proper level.

Number 4

Definition for Land as Described in Local Law as it refers to Wastewater System Inspections and Zone One

The interpretation of land as referred to in the description of zone one of the uniform wastewater management regulations, being that physical land occupying the area from the high water mark or top of streambank for a distance of 200 feet. For inspection of wastewater treatment systems, the system or a component of the system shall be within the defined land area, 200 feet from the top of streambank or high water mark.

Number 5**Definition of Regulatory Officer**

The regulatory officer for enforcement of the local wastewater laws shall be each municipality's watershed inspector and the Keuka Watershed Improvement Cooperative Manager.

Number 6**Policy for Initial Zone One Inspections (applies those systems that have not been inspected since KWIC started)**

After December 31, 2000 initial zone one inspections shall include uncovering the distribution boxes or seepage pit covers for inspection.

Number 7**Policy regarding failed systems with effluent surfacing**

A protective barrier, such as barricade fencing, shall be erected to prohibit ingress of pets and people of the contaminated area.

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Minutes for meeting held in Pulteney on
March 27, 2000
Next meeting to be held in Jerusalem, May 22, 2000.

The meeting was called to order by Merton Plaisted, Chairman, at 7:25pm.

Members present were: Merton Plaisted, Norman Snow, Myron Baran, James Multer, Tom Chadwick, Sam Pennise, Leigh MacKerchar, and Dick Ackerman, alternate for Town of Jerusalem.

Guests present were: Paul Bauter, Watershed Manager; Bob Reed, Town of Pulteney Watershed Inspector; William Weber, KLOC Secretary; Ed Balsley, KLOC Gate Manager; Henry Pfendt, Barrington Council Person; Peter Landre; Al Wahlig, KLA; Wayne Ackart, PE and guest.

The minutes of meeting held January 24, 2000 were approved upon a motion made by Mr. MacKerchar, and seconded by Mr. Pennise.

Finances: Mr. Snow handed out treasurer's report dated 3/27/00. He stated that the outstanding payments from the municipalities for the vouchers sent were Towns of Jerusalem, Pulteney, and Barrington. Mr. Snow also reported that at this time there are no outstanding bills.

Manager's Report: Paul Bauter distributed copies of the KWIC Activity Report including inspections through February 29, 2000. On this progress report, he has separated zone one from zone two numbers. In answer to Mr. Pennise's question regarding documenting percentages of zone one and zone two inspections during a specific time frame, Paul stated that he would be able to report a number left to do. Right now, a lot of reports are being picked up from Pulteney and Wayne. Barrington is close to resolving zone one and zone two. Jerusalem will be harder to separate because of sewer districts #1 and #2. Milo has 100 remaining, not including Seneca Lake. Twenty have come up undone in Urbana. In Hammondsport there are 63, but some are vacant,

Members

Myron Baran - Pulteney
James Multer - Barrington
Richard Gardiner - Urbana

Emery L. Cummings - Hammondsport
John Andersen - Jerusalem
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so that number will come down. Paul is trying to get solid numbers for a 5-year report that he would like to have prepared by the next board meeting.

Paul has requested that the Clerk's position be separated on the budget between Clerk and Records Management Officer (RMO). The payroll would not change, but the RMO position would be stated on the budget for grant purposes. A resolution has been made and distributed. A motion was made by Mr. Snow to accept this resolution, seconded by Mr. Pennise, and carried.

Paul stated that the Town of Wayne has a proposal for Septic Tank Replacement to bring to the board for a possible amendment. When separation distances don't meet standards of Section 75-A, then to require the next size larger septic tank than would normally be required (based on number of bedrooms). Paul feels both Departments of Health would support this, as they have utilized this in their waivers. Mr. Plaisted questioned whether those sites would be better served with aerobic units. Paul said that aerobics provide better treatment. There is a cost concern with the aerobic systems. Other than the approximate \$3000+ installation cost, there is the service maintenance agreement, usually renewed annually. Mr. Multer stated the need for uniformity. Peter Landre spoke a little about this kind of amendment to KWIC policy vs. local law. As a local law, there would be more leeway for technical decisions. Mr. Snow said this should be looked into further.

As per the January board meeting, Mr.'s MacKerchar and Multer, as acting committee, have looked into and discussed the attached proposed policy amendments. It is their recommendation for these to be considered by the board. Discussion of these amendments followed resulting in some wording changes (see attached Policy Amendments). A motion to accept the resolution for Policy Amendments was made by Mr. Pennise, seconded by Mr. Multer.

Paul discussed the resolution for fee changes, which was distributed. A motion to accept this resolution, was made by Mr. Chadwick, seconded by Mr. Snow, and carried.

Sewer Study: Mr. Ackart discussed the "Kick-off" meeting held in Wayne on February 10 of this year. The steering committee consists of Mr. Plaisted, KWIC; Mr. Andersen, Town of Jerusalem; Mr. Snow, Town of Milo; Mr. Bauter, KWIC; Mr. Wahlig, KLA; Mr. Scott, KLF; Mr. Wolanski, CHA; and Mr. Ackart, PE. There were fifteen who attended this session. Discussion seems to be a matter of what information is available and where to go with that information. The grant offers \$100,000 for each year for two years. KLA has received \$75,000 of these funds. KLA will receive bi-monthly billings from Clough Harbour Assoc., which will be brought to the KWIC board for approval. KLA will not pay the bill unless it is approved by KWIC. At this time, there is a February statement for \$3500. Mr. Wahlig expressed that he would like to see a more substantial billing form. Mr. Pennise made a motion to send payment for this bill along with a letter

of understanding that future bills need to be itemized. Mr. Chadwick seconded this motion. All members were in favor.

Keuka Looking Ahead: Peter Landre made a brief mention of USGS. Peter also stated that publications are being worked on right now for AEM, involving SWCD and USDA. These publications will help describe what has been done with the program. There will also be about 3,000 copies of publication regarding erosion and shoreline protection techniques. Peter discussed that per previous conversation with Mr. Andersen, a 10-minute video is available to show to the board, if they are interested.

Adjournment: The meeting was adjourned by Mr. Plaisted at 8:40 pm.



Cris White
KWIC Recording Secretary

KWIC POLICY AMENDMENTS

Adopted March 27, 2000

Number 1

Structural Requirements for Onsite Wastewater Treatment Systems

- A.** All new and replacement septic tanks shall be concrete with two compartments unless otherwise approved. (Watershed inspectors shall have authority to approve plastic two compartment tanks under their tank replacement authority if deemed necessary for the site. All other approvals shall be the authority of the Watershed Manager.)
- B.** All new and replacement septic tanks and aerobic units shall have an effluent filter and septic tanks shall have a gas-deflecting device.
- C.** All distribution boxes shall be concrete with a baffle.
- D.** All replacement components shall comply with Appendix 75-A of Wastewater Treatment Standards and KWIC policies.
- E.** Inlet and outlet pipes from the septic tank or aerobic unit shall be sch. 40 or equivalent.

Number 2

Procedure Requirements Regarding Septic Tank Size, Condition and Frequency of Inspection (applies to zone one inspections only)

All septic tanks 500 gallons or less and those septic tanks in weaken condition shall be pumped and inspected every 3 years. All other septic tanks shall be pumped and inspected every 5 years.

Number 3

Procedure Requirements for Real Property Transfer Inspections

All distribution boxes or seepage pit covers will be uncovered and inspected. Those systems with a manifold system will be operated and flow back checked for proper level. Real Property Transfer inspections shall be valid for a period of one year unless a failure occurs between the inspection and the property transfer.

Number 4**Definition for Land as Described in Local Law as it refers to Wastewater System Inspections and Zone One**

The interpretation of land as referred to in the description of zone one of the uniform wastewater management regulations, being that physical land occupying the area from the high water mark or top of streambank for a distance of 200 feet. For inspection of wastewater treatment systems, the system or a component of the system shall be within the defined land area, 200 feet from the top of streambank or high water mark.

Number 5**Definition of Regulatory Officer**

The regulatory officer for enforcement of the local wastewater laws shall be each municipality's watershed inspector. The Keuka Watershed Improvement Cooperative Manager may act as the regulatory officer at the request of the town or in the absence of the watershed inspector.

Number 6**Policy for Initial Zone One Inspections (applies to those systems that have not been inspected since KWIC started)**

After June 30, 2001 initial zone one inspections shall include uncovering the distribution boxes or seepage pit covers for inspection.

Number 7**Policy regarding failed systems with effluent surfacing**

A protective barrier, such as barricade fencing, shall be erected to prohibit ingress of pets and people of the contaminated area.

Keuka Watershed Improvement Cooperative

A Resolution of the Keuka Watershed Improvement Cooperative

Be it enacted by the Keuka Watershed Improvement Cooperative, Board of Directors, March 27, 2000:

AUTHORIZING KEUKA WATERSHED IMPROVEMENT COOPERATIVE FEE SCHEDULE ADJUSTMENT CONSISTING OF:

Site Evaluation	\$50.00
Construction Permit, Standards provided by Watershed Manager (1)	\$50.00
Construction Permit, Engineer's design reviewed by Watershed Manager	\$50.00
Construction Permit Renewals	\$30.00
Construction Permit for repair to absorption areas	\$30.00
Extension for Construction Permit (60 Days) (2)	No Fee

(1) Other systems: holding tanks, composters, chemical and recirculating toilets, incinerator toilets, and sanitary privies shall require just the permit fee unless a site investigation for soils is required. Holding tanks that just need a replacement for an existing tank shall be performed through the municipal watershed inspector in the same manner as a septic tank replacement.

(2) An extension for a permit may be granted if one major component of the system is in the ground and they apply for the extension prior to the permit expiring.

RESOLVED, That the KWIC Clerk be, and hereby is, directed to forward certified copies of this resolution to the appropriate KWIC Officials.

Motion by TOM CHADWICK, Second by JACK SNOW
Ayes: 8 Nays: 0

I HEREBY CERTIFY the above to be a true copy of an ordinance adopted by the Keuka Watershed Improvement Cooperative Board of Directors at a regular meeting March 27, 2000.

3/27/00 Cristina White KWIC Clerk / RMO

Keuka Watershed Improvement Cooperative

A Resolution of the Keuka Watershed Improvement Cooperative

Be it enacted by the Keuka Watershed Improvement Cooperative, Board of Directors, March 27, 2000:

AUTHORIZING THE KEUKA WATERSHED IMPROVEMENT COOPERATIVE, HEREAFTER REFERRED TO AS KWIC, RECORDS MANAGEMENT OFFICER TO OPERATE A RECORDS MANAGEMENT PROGRAM, CARE FOR ARCHIVAL RECORDS AND DISPOSE OF RECORDS PURSUANT TO THE NEW YORK STATE RECORDS RETENTION AND DISPOSITION SCHEDULE

WHEREAS, The KWIC has previously undertaken a program for the storage and management of local government archives and inactive records, and

WHEREAS, The KWIC now proposes to establish a records management program for the purpose of identifying archival significant records and preserving same and to provide economical, secure, systematic, and orderly management and the efficient disposition of inactive records of KWIC, and

WHEREAS, The establishment of such a Records Management Program would be in the best interests of the citizens of KWIC, now, therefore, be it

RESOLVED, That the Records Management Officer of KWIC is hereby authorized to operate a Records Management Program to provide economical, secure, systematic, and orderly management of public records, and to identify and preserve records of archival significance, and, be it further

RESOLVED, That in order to accomplish the aforementioned purposes, the KWIC Records Management Officer, in cooperation with the KWIC Records Advisory Committee, is authorized to develop standards and procedures for the management, storage, processing, and disposing of inactive public records of KWIC, and, be it further

RESOLVED, That KWIC hereby reaffirms all of its past adoptions of local, state, or federal lists, schedules, or regulations concerning the disposition of its public records, and authorizes the Records Management Officer, or his designee, to serve as the certifying officer for the purpose of disposing of all inactive records pursuant to such lists, or schedules whether same have previously been or may hereafter be promulgated, in order that the Records Management Officer may properly authorize the disposition of all such records of KWIC, and, be it further

RESOLVED, That the KWIC Clerk be, and hereby is, directed to forward certified copies of this resolution to the appropriate KWIC Officials.

Motion by JACK SAOW, Second by JIM MULLER.
Ayes: 8 Nays: 0

I HEREBY CERTIFY the above to be a true copy of an ordinance adopted by the Keuka Watershed Improvement Cooperative Board of Directors at a regular meeting March 27, 2000.

3/27/00 Cristina White KWIC Clerk / RMO

Keuka Watershed Improvement Cooperative

A Resolution of the Keuka Watershed Improvement Cooperative

Be it enacted by the Keuka Watershed Improvement Cooperative, Board of Directors, March 27, 2000:

AUTHORIZING BUDGET AMENDMENT CONSISTING OF SEPARATE LINE ITEMS FOR THE DUTIES OF CLERK AND RECORDS MANAGEMENT OFFICER.

WHEREAS, The establishment of such budget amendment would be in the best interest of the citizens of the Keuka Watershed Improvement Cooperative.

RESOLVED: (Refer to the attached proposed budget amendment.)

RESOLVED, That the KWIC Clerk be, and hereby is, directed to forward certified copies of this resolution to the appropriate KWIC Officials.

Motion by JACK SNOW, Second by SAM PENNISE.
Ayes: 8 Naves: 0

I HEREBY CERTIFY the above to be a true copy of an ordinance adopted by the Keuka Watershed Improvement Cooperative Board of Directors at a regular meeting March 27, 2000.

3/27/00 Cristina White KWIC Clerk / RMO

Keuka Watershed Improvement Cooperative

A Resolution of the Keuka Watershed Improvement Cooperative

Be it enacted by the Keuka Watershed Improvement Cooperative, Board of Directors, March 27, 2000:

AUTHORIZING POLICY AMENDMENT NUMBERS 1-7 CONSISTING OF
CONSTRUCTURAL REQUIREMENTS, PROCEDURAL REQUIREMENTS, AND DEFINITIONS FOR
UNIFORM PROCEDURES IN THE WATERSHED.

WHEREAS, The establishment of such policy amendments would be in the best interest of the citizens of the Keuka Watershed Improvement Cooperative.

RESOLVED: (Refer to the attached proposed policy amendments.)

RESOLVED, That the KWIC Clerk be, and hereby is, directed to forward certified copies of this resolution to the appropriate KWIC Officials.

Motion by SAM PENNISE, Second by JIM MULTER.
Ayes: 8 Naves: 0

I HEREBY CERTIFY the above to be a true copy of an ordinance adopted by the Keuka Watershed Improvement Cooperative Board of Directors at a regular meeting March 27, 2000.

3/27/00 Cristina White KWIC Clerk / RMO

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Minutes for meeting held in Jerusalem Town Office
May 22, 2000
Next meeting to be held in Milo Town Office

Chairman, Merton Plaisted, called the meeting to order at 7:12 pm.

Members present were Merton Plaisted, Norman Snow, Myron Baran, James Multer, John Andersen, Sam Pennise, and Tom Chadwick.

Member absent was Leigh MacKerchar.

Guests Present were Wayne Ackart, PE; Paul Bauter, KWIC Manager; Cris White, Recording Secretary; Dr. Alexander Wahlig, KLA; Peter Landre; William Weber, KLOC Secretary; and Les Travis, Yates Co. SWCD.

The minutes of the March 27, 2000 meeting were approved upon a motion by Mr. Snow, and seconded by Mr. Baran.

Treasurer's Report: (See Attached) The current bank balance is \$18,336.84 as of May 20, 2000. Jack handed out the budget report by year showing a comparison of where KWIC stands to date in terms of the budget. Mr. Snow also stated that bills are being paid as they come in, instead of waiting for the next bi-monthly meeting. Mr. Plaisted questioned funds needed for RMO training, whereas Paul Bauter said it is taken care of for now. The IDA Lease agreement was discussed; as it is due to renew June 1, 2000. Paul stated that Steve Isaacs of the IDA is willing to work with us on bringing together a new agreement that will be more convenient than renewing annually. One suggestion was to make the agreement continuous with 60-day notice of termination of said agreement. Mr. Snow motioned that Mr. Plaisted make arrangements for this kind of agreement. The motion was seconded by Mr. Chadwick, and carried.

Members

Myron Baran - Fulton
James Multer - Barrington
Richard Gardiner - Urbana

Emery L. Cummings - Hammondsport
John Andersen - Jerusalem
Leigh MacKerchar - Penn Yan

Manager's Report: (See Attached) Paul Bauter started with the resolutions that were passed by the Town of Wayne regarding septic tank size being the next size larger when separation distances can't be met in Zone one areas. Mr. Plaisted stated this resolution was passed in the Town of Wayne awaiting the approval of KWIC. During a meeting of the Watershed Inspectors and Watershed Manager, there was no controversy by the other inspectors regarding this resolution. At this time, this is not standard practice, but is being done by some of the inspectors. Paul informed that this practice gives more retention time for treatment of effluent. It was also noted that NYS Dept. of Health agrees that this is an acceptable practice. Mr. Pennise motioned that KWIC pass this as a policy change, and that Paul will write up the resolution as discussed, making sure to state "Zone one". Mr. Snow seconded the motion, so carried.

Also discussed during the above-mentioned meeting Paul had with the inspectors, was checking the absorption system and uncovering seepage pits for Real Property Transfer inspections. Paul also spoke with Mr. George Barden, of the Canandaigua Lake watershed, and found that in that watershed any seepage pit with a wooden cover was considered a failure. When asked by Mr. Weber what was wrong with wooden covers, Paul responded that they tend to rot, they can pose a safety hazard, and in some instances allow surface water to enter. The inspectors felt that inspections for zone ones and property transfers need to be kept consistent, therefore, if inspecting the absorption system on a Zone one property, then the same concern should be taken for a Property Transfer inspection. Right now, the inspectors use their own discretion as to whether or not to uncover the absorption system during their inspection, if elevated fluid levels are discovered. The inspectors were also concerned on what this type of inspection would involve, and that there is no guidelines in place stating what exactly a failed system is. Paul wanted to put a delay on this policy amendment, just so criteria could be discussed and formulated. Paul feels that if we don't uncover the absorption system, we won't know how close to failure these systems are, and we might not pick up groundwater. Mr. Andersen asked if 6 months would be long enough to come up with some guidelines and Paul answered that it would. Time will be added to policy change (#3) of last meeting to take effect January 1, 2001. Paul was asked to have proposed guidelines in written form by the next meeting. Paul will get the inspectors' viewpoints to result in one policy.

Paul brought to the board the matter of the sewer referendum due to be voted on in the Town of Milo this fall. Paul states that the biggest draw back will be on undersized tanks. If not failing or leaking, we should not to force tank replacement until known results of the referendum. The board agreed.

Paul, regarding the inspection activity report, stated as far as numbers, that Barrington is close, but we still need some. Hammondsport has 55 left. Jerusalem may be high, but they are close. Milo has about half and half as far as properties on Keuka and Seneca Lakes. Pulteney have about 50 or more

properties to be taken off the list. Urbana is close, and T. DeBuck will be going to the mayor for some clerical help for the Village of Hammondsport. In Wayne, the inspector feels that the number is high. Paul feels that the number will probably be brought down when we can sort through and correct some of the tax map numbers. The report for Zone one and Zone two property inspections was also distributed. Paul stated that by the next meeting there should be a big pick up because of high activity in May.

Sewer Study: Mr. Ackart reported that the steering committee meetings that are being held bi-monthly are very busy and very good. KLA has been assured that the grant money is "locked up". Phase I is ok, by the DEC. Handed out was a schedule of the upcoming meetings and a report outline for Phase I. T. Pearson, of the NYSDEC, Region 8, has joined the committee and has played a strong, helpful role. A meeting was held with Village of Bath and the mayor; they are cooperative. There was discussion of the billing procedure again. The first bill has been paid, per KLA, and Mr. Wahlig stated that he would wait for the new bill to see that it has been presented as discussed before paying it. Mr. Pennise made motion that it would be ok for KLA to pay the bill as long as the billing has been modified as discussed. Mr. Andersen seconded the motion, and it was carried. The next steering committee is scheduled to take place at the IDA building on June 15, 2000 @ 10:00 am. It was also agreed that a copy of the corrected bill would be sent to all KWIC board members.

Keuka Looking Ahead: Peter Landre and Les Travis brought before the board a presentation regarding Erosion, Storm water, and sediment control. Publications are done and will be distributed. Peter wanted to look at issues that have been pointed out to Mr. Andersen already, per received telephone calls. Sediment in the lake and these issues need to be brought to KWIC's attention. Peter and Les showed a video, provided by FLCC, regarding these issues on Canandaigua Lake. As it stands now, construction on lots 5 acres or larger need to apply to DEC for SPEDES permit. It seems that legislation may be coming down to change that to 1 acre or larger. Les pointed out that KWIC might want to get involved in finding out more about these issues, because if guidelines are set by the state, it would ultimately fall on the local government to enforce these regulations. If local government doesn't enforce, then they may be held partially responsible when problems arise. Les questioned where the local government now stands in terms of sediment and erosion control.

DEC now requires that with new construction that there must be a plan in place on how the developer plans to control erosion, and that they must have a continuous plan for the life of the project. This plan must be in provided to DEC with a letter of intent before the first house site starts. Les asked was asking if the local level of government enforce that a plan is in place.

Les also discussed a "Phase 2", storm water management. How is the water leaving the site? Water should not leave the site at a rate greater than it did

before construction began. When this happens, it will be getting into road ditches. The problems that could arise won't only affect the initial site of construction, but also neighboring sites. By the year 2003, there will be some sort of requirements, but the details are unclear at this time. Right now Les says he is concerned with some of these small lots. Some have driveways that cut into the banks, which cause not only safety issues, but also polluted water running into the lake.

Peter passed around a copy of each of the new publications relating to these topics. He stated that Les or himself would make themselves available to any of the individual townships to show this same presentation to their board members. KWIC may want to keep their municipalities up on this information and it may be helpful in sharing ideas on implementation and developing guidelines before this does become state legislation. Mr. Pennise asked Les and Peter if they would be able to come up with guidelines, and Peter responded that they would like the involvement of the municipalities. He also stated that it would be helpful to start with an information packet provided to each, so that they would all start with a single source of information. Also ask each for suggestions and get feedback.

This brought up discussion of the starting of KWIC. Unsure of what to start with, KWIC started with sewer, to extend to problems that arise. This may be KWIC's opportunity to expand beyond sewer. Mr. Baran was concerned on the burden that this might pose on the regulatory officers. Peter stated that the towns might want to be proactive to protect themselves. Les feels that even though we may not like more regulations, we should see new regulations as protection from our own "lack of knowledge". This will also involve education.

Other Business: No other business was brought before the board.

Adjournment: The meeting was adjourned at 8:45 pm.



Cris White
Recording Secretary

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Minutes for meeting held in Milo Town Office
July 24, 2000 @ 7:00pm
Next meeting to be held in Penn Yan

Chairman, Merton Plaisted, called the meeting to order a 7:10 pm.

Members present were Merton Plaisted, Myron Baran, James Multer, John Andersen, Leigh MacKerchar, Tom Chadwick, Sam Pennise, Dan Williams, and A. Sorenson for Jack Snow.

Member absent was Jack Snow.

Guests Present were Paul Bauter, KWIC Manager; Ed Balsley, KLOC Manager; Chris Halloway, Clough Harbour; Cris White, KWIC Recording Secretary; Bill Weber, KLOC Recording Secretary.

The minutes of the May 22, 2000 meeting were approved upon a motion by Mr. Andersen, seconded by Mr. Chadwick.

Treasurer's report: Mr. Andersen passed out budget status for the current year. The board also received a copy of the proposed 2001 budget from Mr. Plaisted. (See attached) Mr. Snow informed Mr. Plaisted that it was the same as last year's. Motion to accept Proposed Year 2001 Budget was made by Mr. Pennise, and seconded by Mr. Multer. Recording secretary was asked to distribute the remaining balance of vouchers for each township/village, in the amount of \$3000.

We also received a bill from Clough Harbour Associates of some \$6800. Mr. Pennise made a motion to accept the bill and to pass it on to KLA. Mr. Multer seconded this motion. Chris Halloway reported that they are ahead of schedule at this time. The next sewer meeting is scheduled for mid August.

Members

Myron Baran - Putney
James Multer - Barrington
Richard Gardiner - Urbana

Emery L. Cummings - Hammondsport
John Andersen - Jerusalem
Leigh MacKerchar - Penn Yan

Manager's Report: Paul reported on the status of the grant we applied for. There wasn't enough information, so we need to hire a consultant to see what our needs are. In applying, we tried to stay under \$5000 so that we wouldn't need a consultant, which would make the grant more complex. We will need to hire a consultant using the monies that they did grant us (\$2500 to find a needs assessment consultant). Our SARA Regional Director, Gail Fisher will help us do this. Mr. Pennise made a motion for KWIC to hire a needs assessment consultant. Mr. Multer seconded the motion. Paul was asked to have a recommendation by the next meeting.

Paul also mentioned that he would like to increase the hours of the KWIC Clerk. This would give him more time to finish up his paper work. As for the inspection status, we are about the same as last year. We are down 30 inspections overall from last year, due to a wet spring. Zone one letters are getting out. Pulteney is better, Wayne still is late on getting reports, and Terry DeBuck has not had any success in getting help. The Activity Report provided by Paul shows the number of remaining initial inspections.

Sewer Study: Chris Halloway of Clough Harbour reported that Chapters 1,2,4,5, and 6 are done. Chapter 3 is missing due to the need for more information. It was recently reported that Mercury Aircraft is sending Bath treatment via Ira Davenport. Three options of treatment (centralized, collective, and individual) were discussed. Mr. Baran questioned what figures for a treatment system around the lake would be. Mr. Halloway responded that a sewer system completely around the lake is not recommended. Right now in Milo, 5.5 miles from Penn Yan town line to Barrington town line is a ballpark figure of \$6 million. West Bluff Drive and the West shoreline have not been addressed yet. Water is a separate issue. Mr. Halloway states that water from the Great Lakes has to be approved by the Great Lakes Commission. Mr. Anderson asked Mr. Halloway to bring figures for the sewer study to the next meeting.

Other Business: Liability Insurance is due September 1. Mr. Plaisted stated that he would do what he has to. A motion made by Mr. Chadwick for Mr. Plaisted to go ahead with a decision unless he was uncomfortable with it, then to call a special meeting. Mr. Pennise seconded the motion.

Adjournment: This meeting was adjourned at 7:50 pm.

KEUKA WATERSHED IMPROVEMENT COOPERATIVE

1 Keuka Business Park, Suite 205
Penn Yan, New York 14527
315-536-2389 Fax

KWIC

Merton Plaisted, Chairman
Norman Snow, Secretary/Treasurer
Cris White, Recording Secretary
William Mayer, Esq. Counsel

Paul Bauter, Manager
315-536-0917

Minutes for meeting held in Penn Yan Village Office
September 25, 2000 @ 7:00pm
Next meeting to be held in Barrington Town Office

Chairman, Merton Plaisted, called the meeting to order a 7:17 pm.

Members present were Merton Plaisted, Myron Baran, James Multer, John Andersen, Leigh MacKerchar, Tom Chadwick, Dan Williams, and Jack Snow.

Members absent: none.

Guests Present were Paul Bauter, KWIC Manager; Ken Blumenstock, Al Wahlig, and Paul Carney, for KLA; Wayne Ackart, PE; Peter Landre, CCE; Bill Weber, KLOC Recording Secretary; and Cris White, KWIC Recording Secretary.

Within the minutes of the July meeting, the sewer study portion should have read that it was proposed that Mercury Aircraft send Bath treatment via Ira Davenport. Otherwise, the minutes of the July meeting were approved upon a motion made by Mr. MacKerchar, and seconded by Mr. Chadwick.

Treasurer's report: Mr. Snow passed out the treasury report for KWIC noting that he is now using a new format, which he will continue to use if it is clearly understood. Using this new program on the computer helps with payroll and recording reports. The first page of the report shows the balance sheet with assets, liabilities, and total fund balance. The next 2 pages show the budget with year to date and variance amounts. The last 3 pages are bills paid from date of the last meeting, less payroll. Mr. Snow also pointed out an error in Paul's mileage, which is shown corrected per this report.

Mr. Anderson made a motion to approve the treasurer's report. Mr. Baran seconded this motion, and it was carried.

Members

Myron Baran - Pulteroy
James Multer - Barrington
Richard Gardiner - Urbana

Emery L. Cummings - Hammondsport
John Andersen - Jerusalem
Leigh MacKerchar - Penn Yan

Manager's Report: Paul reported that we are catching up slowly. We have worked hard to get updates from the service contractors for updated information on aerobic contracts. Out of 175 ATU's around the lake, 30 have expired contracts. Fifteen of those were delinquent at the start of the year.

A summary as to the status of a grant consultant was handed out. Paul recommended that Caroline Gallego be hired for the amount of the grant, as she seemed more attentive and had good references. Mr. Williams was curious about some form of contract with Caroline and it was noted that she would have to draw up a contract to be looked over by Mr. Phil Bailey. Mr. Anderson made motion that we hire Ms. Gallego as consultant and to do paperwork up to the amount of the grant. Mr. Chadwick seconded the motion, and it was carried.

The Liquor Store in Hammondsport has been in dispute regarding a new wastewater treatment system that was not installed according to plans that were permitted on a property trying to be transferred. At this point a letter has been sent that the property can transfer, but the system will need to be fixed according to the permitted plans. Mr. Bauter is still waiting to hear from Puraflo.

We have had 19 complaints since the July meeting. Paul stated that 9 of these are violations, 5 are still being investigated, and the other 5 seem to be froth or foam in the lake or no evidence of any problem. One of these Paul looked for but couldn't find as the complainant didn't give an exact location, but he may have stumbled onto it when he stopped a contractor who was pumping. Mr. Weber asked how property owners responded to these complaints when Paul followed up on, what excuses he came across. Paul stated that rather than excuses, he tries to get corrective action.

Sewer Study: Wayne Ackart reported that the application was in for the 2nd year grant. Al Wahlig said that they received the contract and sent it back. The next Sewer Study meeting will be held downstairs in the IDA building on Thursday, October 19, 2000 @ 10 am. Mr. Ackart says that we are in good shape and that there seems to be one area of concern at the south end of the lake. The proposed Mercury Aircraft treatment seems to be slowing down the study. The Village of Bath is concerned with the quality of treatment and the impact on the Bath treatment plant. There will be a much larger flow (250,000 vs. 400,000). We may have to wait on this information to finish Phase I. This will definitely be discussed during the October meeting.

Keuka Lake Looking Ahead: Peter Landre updated the Board on the Erosion Project being worked on in partnership with Les Travis of Yates County Soil and Water Conservation District. In an attempt to have a uniform approach to erosion issues around the lake, Les and Peter are putting together educational information, including a copy of the video shown at the May KWIC meeting. When the packets are assembled, Peter was concerned on how the information would be distributed and approved. They will be finalizing in the next couple of weeks, and the best approach seems to be to distribute to each town board to look at the materials. Then Peter wants to give enough

time to give the towns and boards to see the project and get surveys back and present again at the January meeting.

Peter also handed out information on upcoming events with the Sustainable Watersheds Conference and the Yates County Natural Resources Fair. The Natural Resources Fair events take place this weekend (Saturday, September 30, 2000). The Sustainable Watersheds Conference takes place Thursday and Friday, October 12 and 13. For this conference, they would like to see more from Keuka Lake there. Peter pointed out that there would be 3 tours on the 13th. He also stated that the Natural Resources Fair would have a "Woods Walk" @ D. Allen's farm.

Other Business: Mr. Snow mentioned the referendum in Milo (from Village of Penn Yan to the Barrington town line). He would like to see the support of KWIC. A motion made for this was made by Mr. Anderson and seconded by Mr. Baran.

Mr. Plaisted reported that the insurance premium was up more than 10%, but that he went ahead with it anyway as all companies are up and it really wouldn't have been cheaper anywhere else.

Adjournment: This meeting was adjourned at 8:00 pm, after a motion made by Mr. Snow, seconded by Mr. Chadwick.

Cris White

KEUKA WATERSHED IMPROVEMENT COOPERATIVE

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Penn Yan, New York 14527
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KWIC

Merton Plaisted, Chairman
Norman Snow, Secretary/Treasurer
Cris White, Recording Secretary
William Mayer, Esq. Counsel

Paul Bauter, Manager
315-536-0917

Minutes for meeting held in Barrington Town Office
November 27, 2000 @ 7:00pm
Next meeting to be held in Wayne Town Office

Chairman, Merton Plaisted, called the meeting to order at 7:05 pm.

Members present were Merton Plaisted, Myron Baran, James Multer, Leigh MacKerchar, Tom Chadwick, and Jack Snow.

Members absent: John Anderson and Dan Williams.

Guests Present were Paul Bauter, KWIC Manager; Al Wahlig, for KLA; Paul Carney, Clough Harbour Assoc.; Bill Weber, KLOC Recording Secretary; and Cris White, KWIC Recording Secretary.

The minutes of September's meeting were approved upon a motion made by Jack Snow and seconded by Tom Chadwick.

Treasurer's report: Mr. Snow passed out the most recent treasury report for KWIC which shows a balance of \$21,197.33. He stated that \$2000 was budgeted for retirement, but only \$76 was paid for this year. Mr. Snow informed us that the amount paid last year wasn't very much either.

Mr. Snow continues to pay bills as they come in and at this time reports that none are outstanding.

Members

Myron Baran - Pulteroy
James Multer - Barrington
Richard Gardiner - Urbana

Emery L. Cummings - Hammondsport
John Andersen - Jerusalem
Leigh MacKerchar - Penn Yan

Manager's Report: Paul reported that we are not as far along as we had hoped, but we are coming along. There are still discrepancies in the computer.

Paul also noted that we met with Caroline Gallego, Watershed Inspectors, and Code Enforcement Officers that were available. Caroline jumped right in taking notes and spent a good portion of the day in our Penn Yan office collecting information from everyone. She gathered a lot of information and asked questions to each inspector and Code Enforcement officer that attended the meeting. It seems the new system will involve palm ports, Internet access, and other equipment to make it easier to enter and share information. She will be looking for a grant for \$75,000 or more. With a grant such as this, State Archives would look for an agreement between municipalities for maintenance of the equipment. . Mr. Plaisted questioned about the cost to the towns whereas Paul responded that the first year, the equipment would be under warranty but within the first two years, maintenance cost would probably be under \$1000. Mr. MacKerchar asked Paul if he felt this was the best way to do this. Paul stated that a cooperative effort by all the municipalities can get approved for a large sum of money. Caroline would be looking into rough figures for each municipality for cost of maintenance for town meetings. Each municipality will be asked to fill out questionnaires in the future. More information will be forthcoming regarding information needed.

A sample of the contract between Caroline Gallego and KWIC has been sent to Mr. Bailey. Paul stated he has heard no response yet. Paul did point out that Mr. Plaisted's name should be at the end of the contract to sign rather than his own. He has also tried to contact Peter regarding the payment schedule. Paul also said that he would want to see more of a synopsis so that each municipality will know what equipment they would be receiving.

Mr. Plaisted asked if the inspectors are in favor of this change. Paul replied that there is some concern. During the meeting, everyone emphasized that usefulness and simplicity were important. Caroline talked during the meeting with inspectors and Code Enforcement of looking into demos from vendors to see how this kind of system can work. This subject was left that the board would need more information, and Paul stated that he would keep them informed.

It was brought to the board's attention that there would be a course offered in January for foundations of onsite treatment. Paul would like Cris to go to this two-day training course, as it would benefit her in the office. Costs would consist of \$22 for the course, mileage, and hotel. Mr. MacKerchar made a motion, seconded by Mr. Multer, and then it was so carried by the board.

Sewer Study: Mr. Wahlig informed the board that the 2nd check in the amount of \$75,000 was received and that it was in a CD. The next meeting will be held December 14, on a Thursday. Things seem to be going well. It was also stated that the Mercury sewer project is not going along as well as everything else due to not getting engineer reports. Cough Harbour needs information from the plant to put into their reports.

Keuka Lake Looking Ahead: Peter Landre was not with us during this meeting, so no information was available for Keuka Lake Looking Ahead.

Other Business: none.

Adjournment: This meeting was adjourned at 7:26 pm, after a motion made by Mr. Multer, seconded by Mr. Baran.