

2002

KWIC MINUTES



KWIC

Thomas Chadwick, Chairman
Norman Snow, Secretary/Treasurer
Cris White, Recording Secretary
William Mayer, Esq. Counsel

Keuka Watershed Improvement Cooperative
Suite 205
1 Keuka Business Park
Penn Yan, NY 14527
315-536-0917

Paul Bauter, Watershed Manager

Minutes for meeting held in Milo Town Office
January 28, 2002 @ 7:00 pm
Next meeting to be held in Town of Barrington

The KWIC meeting was called to order at 7:13 pm.

Members Present: John Anderson, Leigh MacKerchar, Tom Chadwick, Jim Multer, Bob DeSeyn, Jack Snow, Myron Baran, and Merton Plaisted.

Members absent: None.

Guests Present: Ed Balsley, KLOC Manager; Bill Weber, KLOC Recording Secretary; Wayne Ackart, PE; Bill Oben, KLA; Paul Schmied, NYSDEC; Peter Landre, CCE; Paul Bauter, KWIC Watershed Manager; and Cris White, KWIC Recording Secretary.

The minutes of November's meeting were approved upon a motion made by Mr. Snow and seconded by Mr. DeSeyn.

Election of Officers: Mr. Plaisted stated that he needed to step down from his seat as Chairman and made a motion to nominate Mr. Chadwick to take his position. Mr. Baran seconded the motion. Each board member stated their support for the motion. Mr. Chadwick was a bit hesitant, but it was discussed that he may appoint an assistant if he chooses to do so. Mr. Chadwick also stated that Mr. Snow remain in his position as KWIC Secretary/Treasurer. Mr. MacKerchar seconded a motion made by Mr. Anderson to accept this election of officers and for the secretary to cast one ballot. Also it was noted that even though Cris is Clerk/Recording Secretary, that Mr. Snow should remain as Secretary/Treasurer on KWIC letterhead.

Treasurer's Report: Mr. Snow handed out copies including page 1 of KWIC bank statement for December 2001, a list of outstanding checks, balance sheet dated December 31, 2001, a list of all checks written for 2001, and the Operating Statement for period ending December 31, 2001 showing budget and variances. Mr. Snow pointed out that the ending balance on the first page less the outstanding checks should be 19.

ittene
rrington
Wayne

Robert DeSeyn – Hammondsport
John Andersen – Jerusalem
Leigh MacKerchar – Penn Yan

He also said that if there were any questions, that records would be taken to the KWIC office.

Mr. Snow reported that there is one outstanding bill at this time, which Paul Bauter may be able to better explain. Paul reported that this bill for D'Albla and Donovan had been held up as they were having problems in programming. This bill may be ok to pay now, and KWIC will be billed for final payment, which isn't due until four weeks after completion of project.

Mr. Snow ended his report stating that at this time he didn't see that it was necessary to send vouchers to each municipality. A motion to accept the treasurer's suggestion was made by Mr. Anderson. Mr. Plaisted seconded the motion, and it carried.

Manager's Report: Paul Bauter started his report with the normal summary of inspection activity. He included a report of progress for each municipality. Barrington has 12 remaining initial zone one inspections for which 5 are scheduled and 3 we are trying to find mailing addresses for property owners; Hammondsport has 5 remaining; Jerusalem has 25 remaining that are not in the sewer district; Milo has 21 remaining on Keuka Lake; Penn Yan has one inspection for a new system constructed; Pulteney has 144 remaining; Urbana has 0; and Wayne has 7 remaining of which 6 are scheduled.

Mr. Snow wondered if maybe we shouldn't worry about the zone one inspections on Seneca Lake. He questioned that the numbers might be throwing us off. Paul responded that we aren't getting resistance, and that the Town of Starkey may be doing more as they have asked Paul to attend a Town Meeting to share information about KWIC. Paul added that Jim, Watershed Inspector, hasn't concentrated on Seneca Lake.

Paul pointed out that there are differences in the Local Wastewater Laws between the municipalities. He handed out a list and discussed the differences and what would need to be stated for them to be the same. This was to make the members aware, and if they were changing anything regarding code or local laws, that they may want to make these minor changes to encourage uniformity. It may be cost effective to change these things at the same time. One of the most important changes would be the law regarding Aerobic Treatment Units. We have had some problems with the Service Maintenance Agreements per Manufacturer's authorized contractors. We may want to add the option of using a KWIC Authorized service contractor. Paul Schmied mentioned at the time of the change in the Building Code might be a good time to do this, and that he had a Law for Flood Prevention that he would like to share when discussing changes.

Paul also mentioned the problem that we had with the property owner in Wayne who went to court and was charged a \$250 fine by the Wayne Town Justice.

As far as grant status, Paul said that Caroline is working on the grant to submit this year. There is also the possibility of a mini-grant from the DEC for the development of a Voluntary Contractor's Certification program. KWIC could then prepare a list of certified contractors.

Paul's last item to discuss was adding a couple more local waiver plans to the Sand Filter one we already have. He met with George Barden of Canandaigua Lake Watershed to learn more about the designs they have and how they are used. Paul questioned the need to get a local waiver for a holding tank, as they are not used for new construction. They are a temporary solution. They do have plans for a Raised Fill and Aerobic Treatment Units.

Paul stressed that now would be the time to act on this as Ron Rudio is in his last year with the Department of Health and would be a strong supporter for KWIC. It is not known who Ron's replacement will be. Paul added that 30-40 systems a year are from Engineered plans. At about \$2500 per plan for the Engineer fee, these waivers would save money. Paul spoke with Tom Klaseus of the DOH, Hornell District, about this. Mr. Klaseus would like to see these waivers go through the same procedure as the previous Sand Filter did. When Paul spoke with Mr. Rudio, he said that there might need to be some changes of the plans that Canandaigua has.

Paul also spoke with Fagan Engineers, who engineered the plans for Canandaigua. Fagan estimated a cost of \$3000-\$5000 for doing plans for KWIC. If Fagan does this project for KWIC, then it is something that they would like to do in February or March, during their slow time. Paul hasn't priced any other Engineers due to it being a set plan, already in existence and approved by NYSDOH at Geneva for Canandaigua Watershed.

Canandaigua has a fee schedule. Paul stated that the fees were higher than ours. Examples of their fees were for Site Investigations KWIC charges \$50 as opposed to \$150 in Canandaigua; placing a Conventional Trench system is \$100 with KWIC and \$250 with Canandaigua. Also the individual municipalities in KWIC charge \$50 for a Property Transfer fee, whereas Canandaigua Watershed charges \$150. Canandaigua Watershed does provide a more extensive report. Paul feels that George puts a little more time into plans with survey detail and drafting.

Paul stressed that timing is crucial. These waivers would serve as an added tool for KWIC saving constituents time and money. They would have 3 alternatives for new systems. Mr. Klaseus hasn't seen these plans yet, and Mr. Rudio would have plans revised. Fagan would try to work the same as they did for Canandaigua. Paul feels they will try to come in at less than \$5000, but not without negotiation. These would provide an alternative system wherever they may fit site conditions for KWIC. The plans would be an advantage where distance requirements could not be met, and certain soil conditions make the Sand Filter plans not an option.

Peter spoke on the matter of the use of waiver plans, that this would be a positive decision on the part of KWIC. When KWIC was formed, it was to make things better for the residents. These waivers would do that, not just as far as expense, but also time. This option may be quick, efficient, and cost effective.

Mr. Anderson stated that this sounded beneficial. The board members discussed that to waiver plans that we would want to contract not to exceed the \$5000 without authorization from the KWIC. Mr. Anderson made a motion to move forward with this stipulation, and Mr. DeSeyn seconded the motion. The motion carried. Paul concluded that KWIC might also want to discuss a fee schedule, although we may not want to be as high as Canandaigua Watershed. If we induce a fee schedule for the new waivers, we would need to consider a fee also for the use of the Sand Filter to maintain uniformity.

Sewer Study: Wayne Ackart updated that 3 municipalities are in the application process which represent \$millions. A Preferred Regional Plan was the reason for the Sewer Study. When Wayne asked Tom Pierson about a formal procedure to making this study a Preferred Regional Plan, to which Mr. Pierson said that there was no formal procedure. Paul Bauter mentioned the Resolution to adopt the Keuka Lake Sewerage Study as the preferred regional plan for wastewater management. The Sewer Study also reinforced alternative wastewater management options including such things as decentralized. Mr. Ackart also stated that the final copy of the report was ready to be printed. He has no numbers as to cost of copies. Mr. Snow made a motion to go forth with the resolution to recognize the Keuka Lake Sewerage Study as a Preferred Regional Plan. Mr. Multer seconded this motion. The motion carried after a roll call vote as follows:

Jim Multer,	Aye	Merton Plaisted,	Aye
Bob DeSeyn,	Aye	John Andersen,	Aye
Jack Snow,	Aye	Leigh MacKerchar,	Aye
Myron Baron,	Aye	Tom Chadwick,	Aye

Keuka Lake Looking Ahead: Peter Landre discussed implementation efforts. They continue to do water testing in the Willow Grove area. They are taking a step back from hydrocarbon testing. On busy days with motorboats on the lake, tests were negative. Base line testing is continued including plant life and zebra mussels. With bacteria testing, there is a greater need to find what the cause of the bacteria is. The way bacteria are tested now, they can't differentiate or pin point the source of the bacteria. They are researching different testing procedures to try to separate the sources of the bacteria, look at the levels to find out the affect on public health, and get data that Paul, as Watershed Manager, may be able to use. Peter also stated that they would do random testing differently so that all sections are covered in a 5-10 year cycle.

Peter mentioned that he had attended a meeting in Cooperstown and got a tour of Ostego Lake. Peter said that Ostego Lake was a model in the formation of KWIC. Dr. Harmon, Ostego Lake research leader, mentioned that KWIC was a model program used for a wastewater management program. Peter will return to talk to the Supervisors about the formation of KWIC and show them the KWIC video. KWIC is a great model and is recognized statewide. Peter will be doing a summary of what has been done on Keuka Lake, including testing and bacterial counts since KWIC was formed and will provide the board members with copies.

Other Business: None.

This meeting adjourned after Mr. Multer seconded a motion to adjourn, made by Mr. Plaisted at 8:20 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Cris White".

KWIC Recording Secretary

Keuka Watershed Improvement Cooperative

A Resolution of the Keuka Watershed Improvement Cooperative

Be it enacted by the Keuka Watershed Improvement Cooperative, Board of Directors, January 28, 2002.

ADOPTING THE KEUKA LAKE SEWERAGE STUDY AS THE PREFERRED REGIONAL PLAN FOR WASTEWATER MANAGEMENT. (NYSDEC contract numbers C990038 and M000045)

WHEREAS, The adoption of a preferred regional plan would be in the best interest of the citizens of the Keuka Watershed Improvement Cooperative. The Keuka Lake Sewerage Study establishes recommendations for public sewers and alternative approaches to wastewater management. The cooperative efforts of each individual municipality, Keuka Watershed Improvement Cooperative, and the Keuka Lake Association are recognized for their importance and roles in protecting Keuka Lake.

RESOLVED: That KWIC adopts the Keuka Lake Sewerage Study as the preferred regional plan for wastewater management.

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 Seconded by Jim Multer

Roll call vote:

Jim Multer, Aye
Bob DeSeyn, Aye
Jack Snow, Aye
Myron Baran, Aye

Merton Plaisted, Aye
John Andersen, Aye
Leigh MacKerchar, Aye
Tom Chadwick, Aye

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 January 28, 2002.

1/28/02 Custine L 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, January 28, 2002.

AUTHORIZING PROCUREMENT OF SERVICES FOR SECURING A LOCAL WAIVER FOR ONSITE WASTEWATER TREATMENT SYSTEM ALTERNATIVES FOR THE YEAR 2002 TO FAGAN ENGINEERS.

WHEREAS, The procurement of services would be in the best interest of the citizens of the citizens of the Keuka Watershed Improvement Cooperative.

RESOLVED: That KWIC enter into a procurement agreement with Fagan Engineers for the completion of securing a local waiver from the New York State Department of Health for onsite wastewater treatment system alternatives. Payment terms are not to exceed \$5000.

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

Motion by John Andersen Seconded by Bob DeSeyn

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 January 28, 2002.

1/28/02 Cristina A White KWIC Clerk/RMO



KWIC

Keuka Watershed Improvement Cooperative
Suite 205
1 Keuka Business Park
Penn Yan, NY 14527
315-536-0917

Paul Bauter, Watershed Manager

Thomas Chadwick, Chairman
Norman Snow, Secretary/Treasurer
Cris White, Recording Secretary
William Mayer, Esq. Counsel

Minutes for meeting held in Barrington Town Offices
March 25, 2002 @ 7:00 p.m.
Next meeting to be held in Town of Barrington

Chairman, Tom Chadwick called the meeting to order.

Members present: Tom Chadwick, Merton Plaisted, Jack Snow, Jim Multer, Leigh Mackerchar, and Doug Marchionda, Jr. (new Mayor and representative for the Village of Penn Yan).

Members absent: John Andersen, Myron Baran, and Bob DeSeyn.

Guests present: Ed Balsley, KLOC Manager; Bill Weber, KLOC Recording Secretary; Ken Blumenstock, KLA; Al Wahlig, KLA; Paul Carney, KLA; Paul Bauter, KWIC Manager; and Cris White, KWIC Recording Secretary.

The minutes of January's meeting were approved upon a motion made by Mr. Snow and seconded by Mr. Mackerchar.

Treasurer's Report: Mr. Snow handed out pages of financial activity since the January KWIC meeting and pages that show income and expense year to date versus the KWIC budget. Mr. Snow stated that KWIC is in need of the first half of voucher payments from the members now. Cris was instructed to fax these to the members so they can be approved at upcoming meetings. A motion to send the vouchers for the amount of \$3400.00, ½ the annual amount, was made by Mr. Snow and seconded by Mr. Mackerchar. All members were in favor and the motion carried.

Mr. Snow also mentioned that the rate for mileage hasn't been changed and stands at \$.28 per mile. Mr. Mackerchar stated that the federal rate has increased to \$.37 per mile now. Mr. Snow made a motion to raise KWIC mileage rate to \$.36 per mile. This motion, seconded by Mr. Multer, carried.

Members:

Myron Baran – Pulteney
James Multer – Barrington
Merton Plaisted – Wayne

Robert DeSeyn – Hammondsport
John Andersen – Jerusalem
Leigh Mackerchar – Penn Yan

Manager's report: Paul presented a shortened manager's report due illness. He stated inspection activity was normal for this time of the year. Regarding pending violations, one appearance ticket is pending and one has been resolved in January. The resolved issue is the one in the Town of Wayne where the owner performed the corrective actions. We appear to have more permits than usual, largely due to the unusually mild winter.

Paul mentioned that the status of the grant is problems with the computer. He stated that he had called D'Abla & Donovan and left a message that the problem needs to be fixed or they need to forgo the rest of their payment so that we can get someone else to fix the problems. The consultants seemed to have slacked in Paul's absence. There is possibility of a "mini-grant" through NYSDEC, for which Paul will need to apply for this week.

Also, the status of new Local Waivers was discussed. Paul did have opportunity to sit and talk with Tom Klaseus of NYSDOH in Hornell while he was out. Tom may not go with the same separation distances as in the waiver for Canandaigua Lake. He is currently waiting to hear more from Ron Rudio of NYSDOH in Geneva. Paul will see other changes that Ron may want.

Paul recommended to the KWIC directors that there is a need for a backup plan for the continuance of work if the Watershed Manager is not available for the performance of the position. Paul discussed the present status of the watershed inspectors and options regarding a backup plan. Logistically speaking the watershed inspectors on the ends of the lake would require the least amount of travel time, they both presently serve as watershed inspectors for two municipalities each and they both have more or less 40 hours per week accessibility. Both inspectors have been around numerous soil investigations in their areas. To handle the financial side of the plan, Paul suggested just transferring the KWIC permit fee for each plan and site investigation performed to the inspector's employer.

Paul stated that one illegal system was installed while he was ill. We are sure that proper channels of dealing with the situation were not attempted. This situation should have been dealt with the same as if Paul was still in the office, but the system had no proper soils investigation, no proper application, and improper materials were put into the system. Since the system is already installed, Paul talked about permitting the present repairs with special conditions of inspections by the watershed manager or redoing the system.

Mr. Chadwick asked that Paul discuss his plan with Jim and Terry and to put a written plan together for the next KWIC meeting. Paul also stated that we should have a plan

in case of illness to our Treasurer, as he is the only one that can sign checks. This plan requires a resolution to be drawn up by Cris. A motion was made by Mr. Plaisted to put together a resolution to have Mr. Marchionda be a back up in case of Mr. Snow's absence. This motion was seconded by Mr. Multer, voted on and carried.

In discussion of absent parties, Paul also made the board members aware that Cris has learned that she will need to go for surgery to her knee again. This will take her away from the office for about six weeks. Paul wondered if KWIC might want to hire a temporary to fill her place while she is gone. Mr. Chadwick asked if Cris would need to train the fill in and Paul feels that one week should inform them enough to be capable to work in her place while she is gone. When asked when Cris was to go in for surgery, she was waiting to see when Paul could come back to work or what else he was going to find out from his doctor. This was left that Paul and Cris would find out specifics and inform the board with ample time to find someone for the temporary position. Paul also stated that we would need to figure out how to go about finding a temporary employee.

Keuka Lake Looking Ahead: Peter Landre was unable to attend this meeting, but made available through Cris, an article he put together titled "Keuka Lake Bacteria Testing", per request of the KWIC board.

Other business: Mr. MacKerchar announced his stepping down from the KWIC board. He expressed that he enjoyed serving with the members. He introduced that the newly elected Mayor of Penn Yan would be taking his place, Mr. Doug Marchionda, Jr. Mr. Chadwick expressed thanks and wishes of good will.

The meeting adjourned on a motion made by Mr. MacKerchar and seconded by Mr. Chadwick.

C. White

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 25, 2002.

AUTHORIZING DOUGLAS G MARCHIONDA, JR TO HAVE A SIGNATURE ON FILE AT KWIC'S BANK.

WHEREAS, That the KWIC Board Members recognize the need for a second authorized board member in the case of inability or absence of the Treasurer, Jack Snow.

RESOLVED: That a second KWIC Board Member, Doug Marchionda Jr, be authorized to sign checks and pay bills in the absence of our Treasurer, Jack Snow.

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

Motion by Merton Plaisted Seconded by Jim Multer

Ayes 5 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 25, 2002.

3/25/02 Cris White KWIC Clerk/RMO

Keuka Watershed Improvement Cooperative
Suite 205
1 Keuka Business Park
Penn Yan, NY 14527
315-536-0917

Paul Bauter, Watershed Manager

KWIC

Minutes for meeting held in Town of Barrington
June 3, 2002 @ 7:00pm
Next meeting to be held in Town of Wayne

Chairman, Tom Chadwick, called the meeting to order at 7:50 pm.

Members present: *Merton Plaisted, John Andersen, Myron Baran, Tom Chadwick, Jack Snow, and Jim Multer.*

Members absent: *Doug Marchionda, Jr. and Bob DeSeyn.*

Guests Present: *Paul Bauter, Watershed Manager; Bill Weber, KLOC Recording Secretary; Ed Balsley, KLOC Manager; Bill Oben, and Ken Blumenstock, KLA; Paul Schmeid, and Cris White, KWIC Recording Secretary.*

The minutes of March's meeting were approved upon a motion made by Myron Baran, and seconded by Merton Plaisted. The motion carried.

Treasurer's report: *Mr. Snow's hand out included a balance sheet to which he added by stating that the true balance would be about \$23,000. Mr. Snow pointed out that the Operating Statement shows all monies paid and received year-to-date versus the budget and what the variance is. The last 2 pages show the bills paid since the last meeting in March.*

Mr. Snow mentioned that there is one outstanding bill that was in question. Paul had brought this bill to Jack's attention explaining that it was for networking the computers within the office and gaining Internet access. All other bills are paid to date. A motion was made by John Anderson to approve the Treasurer's report. Myron Baran seconded the motion. The motion carried.

Members:
Thomas Chadwick – Chairman
Myron Baran – Pulteney
James Multer – Barrington
Merton Plaisted – Wayne

Norman Snow – Secretary/Treasurer
Robert DeSeyn – Hammondsport
John Andersen – Jerusalem
Doug G Marchionda Jr – Penn Yan

Manager's Report: Paul mentioned that at this time, inspections are running less than normal. Permits are behind, but we seem to be coming back up on those. The court case in Jerusalem is finally resolved. The Judge's penalty reinforces the wastewater law and the importance to Keuka Lake. The Judge also emphasized that there was no reason to have that problem running into the lake. There is one violation in Milo that we are having problems contacting either the property owner or someone to represent the owner. The current owners are in the Netherlands. We had a tip on a connection to the family with a phone number, but the number didn't pan out. Paul continued by reporting that all of the zone one labels had not gotten out.

As for the grant status, D'Albla and Donovan representatives still need to get into the office to get some things fixed. We should hear about next years grant sometime in July.

Paul pointed out the need to put together a resolution to hire a temporary to fill in for the clerk's position while Cris is gone. We also need to set the rate of pay that the substitute will be paid; Paul suggested \$6 per hour. We have asked two people to come in to meet with us for an interview this week, as Cris will train them next week. Mr. Snow motioned that we put the resolution together giving Paul the authority to use his discretion concerning the temporary help. Mr. Multer seconded this motion, and it carried.

Paul also asked that we contact Clough Harbour concerning the Sewer Study materials. KWIC could request that two more copies of the Phase I, and Phase II books are made available publicly at both ends of Keuka Lake; i.e. Penn Yan and Hammondsport Village Libraries. Mr. Chadwick asked Paul to put together the request.

Keuka Lake Looking Ahead: Peter Landre was unable to attend this meeting, so there was no report.

Other Business: none.

Adjournment: This meeting was adjourned at 8:02 pm, after a motion made by Mr. Snow and seconded by Mr. Andersen. The motion carried.

Respectfully submitted,



KWIC Recording Secretary

Keuka Watershed Improvement Cooperative

A Resolution of the Keuka Watershed Improvement Cooperative

Be it enacted by the Keuka Watershed Improvement Cooperative, Board of Directors, June 3, 2002.

AUTHORIZING THE WATERSHED MANAGER TO USE HIS DISCRETION IN CHOOSING THE TEMPORARY EMPLOYEE TO FILL IN FOR THE CLERK.

WHEREAS, Paul Bauter will choose the candidate to fill in for the Clerk, Cris White, while on a temporary leave of absence.

RESOLVED: That KWIC board members agree that Paul Bauter may use his discretion in filling the position for the temporary leave of the KWIC Clerk at a maximum rate of \$8.00 per hour.

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 Seconded by Jim Multer

Ayes 6 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 June 3, 2002.

6/3/02 Cristine R White KWIC Clerk/RMO



KWIC

Keuka Watershed Improvement Cooperative
Suite 205
1 Keuka Business Park
Penn Yan, NY 14527
315-536-0917

Paul Bauter, Watershed Manager

Thomas Chadwick, Chairman
Norman Snow, Secretary/Treasurer
Cris White, Recording Secretary
William Mayer, Esq. Counsel

Minutes for meeting held in Town of Wayne
July 22, 2002 @ 7:00pm
Next meeting to be held in Town of Urbana

Chairman, Tom Chadwick, called the meeting to order at 7:32 pm after a moment of silence for the loss of Merton Plaisted, Member for the Town of Wayne.

Members present: Doug Marchionda, Jr., John Andersen, Myron Baran, Tom Chadwick, Jim Multer, Arnie Sorensen, and Vince Dingianni.

Members absent: Bob DeSeyn and Norman Snow.

Guests Present: Paul Bauter, Watershed Manager; Bill Weber, KLOC Recording Secretary; Ed Balsley, KLOC Manager; Bill Oben, and Ed Zamanac, KLA; Paul Schmied, DEC; Peter Landre, CCE; Bill Kellogg, also representing Town of Wayne; and Cris White, KWIC Recording Secretary.

The minutes of June's meeting were approved upon a motion made by John Andersen, and seconded by Jim Multer. The motion carried.

Treasurer's report: Mr. Sorensen brought information provided by Jack Snow regarding KWIC financial status since the last meeting. After a moment to look the information over, a motion to accept the Treasurer's report was made by Mr. Andersen. The motion was seconded by Mr. Baran, and carried.

Mr. Chadwick mentioned that he had spoken with Mr. Snow, and was informed that the Recording Secretary would need to send the second set of vouchers to all members for the remaining \$3400.

Members:

Myron Baran – Pulteney
James Multer – Barrington
Merton Plaisted – Wayne

Robert DeSeyn – Hammondsport
John Andersen – Jerusalem
Doug G. Marchionda, Jr – Penn Yan

Manager's Report: Paul handed out the Inspection Activity Report for the month along with information from the insurance company as to coverage for KWIC. Paul stated that the permit applications seem to be about the same as last year. Inspections seem to be a bit slower than last year, except for the Towns of Jerusalem and Milo, which the inspector seems to be working very hard at. Some of the problems with catching up on remaining initial zone one inspections are finding the responsible party and/or problems with mailing addresses. Notices of Violations are sent regular mail and Certified, and in some cases they come back. Numbers for remaining inspections are down to single digits, except in the Town of Pulteney (about 120 remaining). As of now, there seem to be 12-18 problem sites that will receive Notices of Violation. The responses to the Notice of Violation letters have been good. When asked what the problem with inspections in the Town of Pulteney, Paul reported that Pulteney had the second most sites for zone one inspections. He also said that Pulteney was slower to start, but is steadily getting better. Some of the problem has also been in scheduling pumpers, property owners, and the inspector to all be there at the same time.

Paul reported on the status of the Grant. We applied for \$47,650 and were awarded \$25,350. Per correspondence at the office, it appears that the first 50% is on its way. Paul had no further information on the Mini-Grant. Mr. Baran mentioned that he found an article in the paper that stated that KWIC was approved for a grant of \$23,000+ for active records. Paul said that he feel we will still be able to get the palm pilots. A quote he received will get each inspector a palm pilot that holds all pertinent information for each municipality.

Keuka Lake Looking Ahead: Peter Landre said they have tried to enhance bacteria monitoring. There are 2 types of testing. The ecoli testing is the standard testing for fecol coliform. Another type of testing is DNA testing, which would be better to find the sources of the bacteria. This DNA testing was done on Owasco Lake where most of the bacteria were found to be from wildlife. When Peter asked the cost of DNA testing he was told that a complete study would be about \$100,000, but a pilot study could be done for about \$20,000. Peter will be looking into getting grant money for this type of study.

Peter reported that they are testing fewer sites because of cost. They can follow up on sites with higher readings. Peter is working with Paul on follow up and retesting some sites. In the mean time Peter will continue to look for better ways to test for more definitive sources.

Other Business: Mr. Baran made a motion for support letters from each of the municipalities for the proposed water district in the Town of Pulteney. Mr. Andersen seconded the motion. It was carried.

Mr. Chadwick stated that the current carrier would not renew the Insurance policy for KWIC. It was noted that Cris and Paul may not be covered by the current policy, but

there is property coverage for the office. The current carrier will continue to search for someone who will be able to carry the insurance we need.

Paul Schmied reported that there would be a presentation at the Government Center in Geneseo on Tuesday, August 13th at 7:00 pm. Reducing the cost of flood insurance will be discussed. This presentation is to give ideas to Governments that are required to carry flood insurance on how they can save money.

Adjournment: This meeting was adjourned after a motion made by Mr. Multer and seconded by Mr. Andersen. The motion carried.

Respectfully submitted,

Cir White

KWIC Recording Secretary



KWIC

Keuka Watershed Improvement Cooperative
Suite 205
1 Keuka Business Park
Penn Yan, NY 14527
315-536-0917

Paul Bauter, Watershed Manager

Thomas Chadwick, Chairman
Norman Snow, Secretary/Treasurer
Cris White, Recording Secretary
William Mayer, Esq. Counsel

Minutes for meeting held in Town of Urbana
September 23, 2002 @ 7:00pm
Next meeting to be held at Village of Hammondsport

Chairman, Tom Chadwick, called the meeting to order at 7:10 pm.

Members present: *Doug Marchionda, Jr., Myron Baran, Tom Chadwick, Jack Snow, and Vince D'Ingianni (for the Town of Wayne).*

Members absent: *Bob DeSeyn, Jim Multer, and John Andersen.*

Guests Present: *Paul Bauter, Watershed Manager; Bill Weber, KLOC Recording Secretary; Ed Balsley, KLOC Manager; Bill Oben, Ed Wightman, and Peter Robbins, KLA; Paul Schmied, DEC; and Cris White, KWIC Recording Secretary.*

The minutes of the July meeting were approved upon a motion made by Doug Marchionda, and seconded by Myron Baran. The motion carried.

Treasurer's report: *Mr. Snow brought reports showing financial activity of KWIC since the July meeting, including checks written, Balance Sheet, and variance of expenses to date vs. the 2002 Budget. Mr. Snow informed us that all bills are paid up to date. Mr. Baran made a motion to accept the treasurer's report. The motion was seconded by Mr. Marchionda, and carried.*

Mr. Snow also shared copies of a proposed KWIC Budget for 2003. He stated that some of the changes included a raise for the Watershed Manager of \$1000 and for the Treasurer of \$600. He felt that Treasurer's pay was either necessary to increase or to get extra help from the secretary, as there are several duties involved, i.e. pay monthly bills, prepare bank deposits, calculate, write and deliver payroll checks, prepare monthly retirement reports, reconcile checking account monthly, prepare treasurer report for KWIC meetings, prepare quarterly 941 and State reports, and to prepare W-2 forms. Mr. Snow concluded that he didn't budget grant money, then asked that the recording secretary send copies of proposed budget to absent members.

Members:

Myron Baran – Pulteney
James Multer – Barrington
Marilyn Baldrige – Wayne

Robert DeSeyn – Hammondsport
John Andersen – Jerusalem
Leigh MacKerchar – Penn Yan

Manager's Report: An inspection activity report was distributed to all members attending, whereas Paul summarized that we have permitted 113 plans for construction so far this year. Zone one status is good in Jerusalem, Milo, Urbana, and Hammondsport. Pulteney needs more and in Barrington and Wayne, we need to get the paperwork from the inspectors. The Aerobic report appears to be about normal, and we have only had a couple of more Notices of Violation.

Paul reported on the status of the Grant. We are still trying to finish last years grant. Accomplishing anything via the phone has been unsuccessful. We are at 95% completion of what they said, but things in the database are still not working right. We have 2 proposals for the next grant. One is located in Williamsville and the other locally in Penn Yan. Paul feels that it would be an asset for them to be close to us. Also the proposal dollar amount was cheaper with the local company at \$18,000 whereas the one in Williamsville was at \$22,000. Paul stated that the 2 different companies proposed to do the same work with different approaches. One proposed to trash what exists and the other to use the existing. This year we would like to see the Ipacs for the inspectors, rather than starting over. This would make it easier to get inspection report information into the computer consistently. Neither proposal considered the price of the Ipac into the project. Paul estimated that it would be probably near \$5000 for inspectors. Paul also stated that he doesn't expect to have the same problems as in the last grant project. Paul feels that both companies came with good credentials, but feels that the local company may have more experience with GIS. The Williamsville firm tried to dicker the price a few times to get our business and the Penn Yan firm answered our questions, and did a prototype that seems to be what we are looking for. Paul's recommendation is for the local company, MPR Technology Inc. This company would be picking up where the last project left off. KWIC will have to consider the hardware separate and MPR will do the software, as the firm didn't want to quote the price of hardware because it changes so quickly.

Paul concluded that we have received the first half of the grant monies. He expects the rest will come as another 40% in November and the last 10% upon completion of the project. A motion was made by Mr. Marchionda to accept the proposal from MPR Technologies as Paul recommended. This motion was seconded by Mr. Snow and so carried.

Keuka Lake Looking Ahead: Peter Landre was not present at this meeting.

Other Business: Mr. Chadwick mentioned that it was previously discussed at a meeting that a contingency plan was needed for the Watershed Manager position to be covered if he became incapacitated. He asked that Paul would have that plan written up for the next KWIC meeting. Paul said he would.

KWIC liability insurance was discussed. Mr. Chadwick summarized that the last carrier would not renew and that Stork Insurance in Penn Yan quoted a policy for us. Hatch Leonard also did come up with a quote. Mr. Stork suggested to us that we go with the Hatch Leonard policy because we were short of time. This policy is for the KWIC office

and staff liability, not for the directors. Mr. Chadwick mentioned that the personal property coverage should probably be increased to \$30,000. This would change the price of the entire policy from \$2475 to \$2600 or more. We have to have a liability policy in effect, as per the lease agreement with YC IDA. The new policy is written for the same term of September 1 to August 31. Next year we want to have the proposals ready for the July meeting. Mr. Marchionda made a motion to increase the personal property coverage to \$30,000, increasing the policy \$199, as discussed. Mr. Snow seconded the motion and it was carried. Mr. Chadwick will contact Hatch Leonard office day after this meeting to make these changes.

Recess: The meeting was recessed at 7:48 pm to move onto the KLOC meeting; the executive session to follow.

Executive Session began: 8:42
Executive Session ended: 9:02

Adjournment: A motion was made by Mr. Marchionda to adjourn this meeting at 9:02 pm. This motion was seconded by Mr. D'Ingianni, and carried.

Respectfully submitted,



KWIC Recording Secretary



KWIC

**Keuka Watershed Improvement Cooperative
Suite 205
1 Keuka Business Park
Penn Yan, NY 14527
315-536-0917**

Paul Bauter, Watershed Manager

Thomas Chadwick, Chairman
Norman Snow, Secretary/Treasurer
Cris White, Recording Secretary
William Mayer, Esq. Counsel

Minutes for meeting held in Village of Hammondsport
November 25, 2002 @ 7:00pm
Next meeting to be held at Town of Pulteney

Chairman, Tom Chadwick, called the meeting to order at 7:58 pm.

Members present: Myron Baran, Tom Chadwick, Jack Snow, Vince D'Ingianni (for the Town of Wayne), Bob DeSeyn, John Andersen, and Jim Multer.

Member absent: Doug Marchionda, Jr.

Guests Present: Paul Bauter, Watershed Manager; Bill Weber, KLOC Recording Secretary; Ed Balsley, KLOC Manager; Peter Landre, CCE; Bill Oben, and Peter Robbins, KLA; and Cris White, KWIC Recording Secretary.

The minutes of the September meeting were approved upon a motion made by Jack Snow, and seconded by Jim Multer. The motion carried.

Treasurer's report: Mr. Snow brought reports showing financial activity of KWIC since the September's meeting, including checks written, Balance Sheet, and variance of expenses to date vs. the 2002 Budget. Mr. Andersen made a motion to accept the Treasurer's Report. Mr. Baran seconded the motion and it carried.

Mr. Snow also brought a proposed budget before the KWIC to be voted on.

Manager's Report: A packet of information was handed out to each member of the board, which Paul discussed in his report. He stated that we have received some reports from Wayne and Barrington. He has been with Bob Reed, and there will be some Notice of Violations going out in Pulteney.

Within the handouts was a report recently done for KLA. Corrections were made for the board members to see our current status. Also there was correspondence from Hatch-Leonard. The requested change was made to the policy (as discussed during the September meeting).

As per request of the board, Paul put together a contingency plan to be used in the absence of our Watershed Manager. It proposes that the inspectors that would best fill

Members:

Myron Baran - Pulteney
James Multer - Barrington
Marilyn Baldrige - Wayne

Robert DeSeyn - Hammondsport
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in for the Watershed Manager would be Terry DeBuck, Inspector for the Town of Urbana and Village of Hammondsport, and Jim Balyszak, Inspector for the Towns of Jerusalem and Milo. The inspectors are presently located at opposite ends of Keuka Lake. Mr. DeBuck could cover the municipalities within the County of Steuben and Mr. Balyszak, the County of Yates. This contingency plan requires approval from the Town of Urbana and the Yates County SWCD. The fees that come in could be used to reimburse these gentlemen for their time and efforts. Paul has not yet reviewed this plan with the inspectors, as he wanted to present it to KWIC first in case there needed to be any changes. Mr. Snow made a motion to accept the Contingency Plan presented by Paul. Mr. Multer seconded the motion. This motion passed with 7 ayes and 0 nays.

Paul also reported on the results of the Mini Grant that we applied for. They funded to the eighth position and we were listed as number 8. Paul did hear that we probably wouldn't see the funds for at least six months. A copy of the list showed that pesticides were heavily funded and that there was a lot of interest in wastewater.

Also Paul discussed that there were more grant opportunities coming up. Specifically, there is one where proposals are due December 30. If agreed with the board members, Paul would be willing to apply the time to start the process for this grant. This grant would fund investigations as to troubled areas on the lake where cluster systems might be useful. The municipalities would need to be involved. To do this Paul would need to get quotes with engineers and put in time to do the paperwork (proposal and application). Mr. Andersen asked if Paul had time for this, and Paul stated that now would be a better time as things are starting to slow down. The board members agreed that if Paul has the time, to go ahead and try for the grant.

As for the current grant status, we are still holding the check for the first grant. Paul thinks that we got all that we are going to get out of that company. The second grant is coming along well. We meet with a representative almost weekly as they work out details for the database. They continue to refine their work as they get a better understanding of what KWIC does.

Keuka Lake Looking Ahead: Peter Landre discussed the continuous sampling being done on Keuka Lake. He said that it appears to be in good shape, and that we have historic lows as far as contaminants. Peter stated that we might see dying off of the Zebra Mussel population. Keuka Lake seems to experience the same things as Canandaigua Lake within just a couple of years. Recently, Canandaigua has had excessive foaming. Peter explained that the actual mussel decomposing caused it. Peter wanted everyone aware just in case of phone calls and complaints regarding the foam, that it could be explained. Also this information would be included in the Lake Association bulletin. The reason for the dying off of the Zebra Mussels is that they have eaten the food supply, which is confirmed by the decrease of algae and microscopic organisms. This has doubled the water clarity. Peter will provide a more extensive report.

Other Business: Mr. Chadwick mentioned that the change to the insurance policy with Hatch-Leonard had been made per the discussion of the last meeting. He pointed out the correspondence regarding that matter.

Mr. Snow stated that the proposed budget for 2003 needed to be voted on, as it had been tabled at the September meeting. Discussion of the members' portions of KWIC's funding brought about the history of those fees and how they had come to all be the same. Peter stated many different formulas had been considered to make it fair for all the members, but no one could agree on anything and that it was impossible to come up with something. The approach of each member being assessed for the same amount was finally agreed upon because all municipalities benefit equally from Keuka Lake. Also, members would hire their own watershed inspector. The cost of paying the inspector added to the assessment would make the total cost more equal. Mr. Andersen made a motion to adopt the Proposed Budget for 2003. Mr. Multer seconded the motion, and it carried.

Executive Session: A motion to enter Executive Session was made by Mr. Andersen at 8:35 pm. The motion seconded by Mr. Snow, carried. Executive Session ended at 9:00 pm.

Adjournment: A motion was made by Mr. Andersen to adjourn this meeting at 9:00 pm. This motion was seconded by Mr. Baran, and carried.

Respectfully submitted,



KWIC Recording Secretary