

2011

KWIC MINUTES

**KEUKA WATERSHED IMPROVEMENT COOPERATIVE, MEETING
JANUARY 24, 2011
AT VILLAGE OF PENN YAN**

The meeting was called to order by Chairman Stephen Butchko at 7:00pm after it was agreed to hold the KLOC Meeting after the KWIC meeting due to some scheduling problems with persons who were to give reports at the KWIC Meeting. Following the Pledge to the Flag, the Directors answering the roll call were: Stephen Butchko, Wayne; Gordon Lanphere, Urbana; John Socha, Milo; William A. Weber, Pulteney; Fred Wright, Barrington; Anne Green, Hammondsport; Daryl Jones, Jerusalem; Robert Church, Penn Yan. Watershed Manager Paul Bauter and Jack Snow, Bookkeeper were in attendance. Guests who signed in were Peter Landre, Al Wahlig, Bill Laffin, Dennis Carlson, (Wayne Alternate), Ken Christensen (Barrington Alternate) and couldn't read.

Minutes of November 22, 2010 were approved. Jack Snow who has now had 15 years as Treasurer/Bookkeeper submitted reports for year end 2010 and January, 2011. The reports were discussed and approved. Also was discussed the interest of Jack Snow in "retiring" but no action was taken.

Election of Officers: On motion of Weber and Second by Socha the current officers of KWIC were reelected. Stephen Butchko, Chair; William Weber, Vice Chair; Jack Snow, Treasurer.

Manager's Report:

Under the manager's report, Scott Demin reviewed the computer reporting system at its 9 month anniversary and its status. All inspectors are now using the system, and generally glitches have been eliminated. "Tough properties" which by definition are hard to map and assign ownership were handled by the intern over Christmas time for three of the towns and others will be soon. The Board needs to decide when CEOs' and Clerks will have direct access to the data. It is clear that only Inspectors and the KWIC Office will be able to change data. The directors will get a new packet of info for access and it was agreed that at this time 3 KLA members would also get access. This is being done to get outside comments on the program. He also spoke about the web page and new dynamic technology which would improve the site. His suggestions would cost up to \$4000. He will make a proposal with a time frame.

Paul Bauter, Manager distributed the year end reports for inspections by municipalities, followed by discussion of what they said etc. He reported that a meeting with CEOs/Clerks and writers of the Docking/Moorings Law and its application would take place in February.

The Board approved the renewing of the Review Committee of KWIC, appointing Butchko, Weber, and Lanphere to the Committee. It was noted that no appeal of the KWIC Manager's decisions on systems had yet been made.

An Inspectors Meeting will take place January 26.

Keuka Lake Looking Ahead

Peter Landre of CCE distributed copies of the draft agenda of the Training Session to held

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at the Yates County auditorium on March 28 for member Municipalities on inter-municipal shared service training on actions for land and water protection. All directors should attend and encourage other board members and planning board members to attend. (Training credit for planning board members is available.)

Other Business:

Local Wastewater Law. Discussion was held about Urbana's turning down the amended law and what could be done about the impasse. We agreed that the presentation without showing what the changes were was unfortunate. One of the big stumbling blocks is the issue of design professional and the cost of that requirement. It was stated that this was a state requirement and previously the KWIC Manager had plans that the Department of Health had approved and therefore we had a waiver. However this is no longer true. Urbana will arrange to have the DOH come and speak to its Board in hopes that a new vote can be taken.

Next Meeting - February 28, 2011 7:00pm Town of Barrington.

A Resolution of the Keuka Watershed Improvement Cooperative

Be it adopted by the Keuka watershed Improvement Cooperative, Board of Directors, January 24, 2011 a resolution.

AUTHORIZING KEUKA WATERSHED IMPROVEMENT COOPERATIVE, TO FORM A REVIEW COMMITTEE WHICH SHALL CONSIST OF THREE DIRECTORS, APPOINTED ANNUALLY AT THE ORGANIZATIONAL MEETING

(1) Director Steven Butchko, Chairperson: (2) William Weber: (3) Gordon Lanphere

Whereas, the KWIC Watershed Manager Paul Bauter shall act as an advisory member.

Whereas, The Review Committee shall Hear and decide appeals for variance of permits of onsite wastewater treatment systems.

Whereas, the applicant shall file appropriate appeal request within sixty days of permit issuance. The request shall include:

(1) Name and location of applicant, (2) Location of onsite wastewater treatment system, (3) Reason for the onsite wastewater treatment system permit, (4) Type of onsite wastewater treatment system permitted (5) Reason for seeking variance of the permitted system.

Whereas, a hearing date shall be established within 30 days of receipt of the appeal.

Whereas, in making its determination the Review committee shall take into consideration whether the variance if granted would be a detrimental to the health, safety and welfare of the neighborhood or community. The Review Committee shall also consider whether the variance would have any adverse impacts on the environment and whether the benefit sought by the applicant can be achieved by some other plan.

Whereas, if there is a public health hazard or a hazard to the environment that requires immediate action, appropriate mitigation shall occur while the review process is ongoing.

Whereas, The Review Committee shall issue a decision on the variance within 10 days of the hearing.

Whereas, The Review Committee shall also hear any proposals and prepare any amendments for uniform changes to the local wastewater laws.

Resolved, the KWIC Clerk be and hereby is, directed to forward certified copies of this resolution to the appropriate KWIC officials.

Motion by Anne Green, Hammondsport, Second by Daryl Jones, Jerusalem

Ayes 8 Nays 0

I hereby certify the above to be true copy of the resolution adopted by the Keuka Watershed Improvement Cooperative Board of Directors at a regular meeting January 24, 2011

Anne C. Green, KWIC Secretary



LOCAL WAIVERS

The New York State Department of Health has granted Keuka Watershed Improvement Cooperative the ability to grant local waivers to assist landowners with designs for alternative systems where soils was the limiting factor.

The alternative systems consist of the following designs:

1. Local waived sand filter with a modified shallow trench downstream.
2. Local waived raised fill system.
3. Local waived aerobic treatment unit with modified raised fill system.
4. Pump station for effluent if needed. (This was a supplemental waiver to the other three waivers where gravity flow could not be achieved)

Each local waiver consists of three pages:

1. Sheet one is for general and specific notes as specifications.
2. Sheet two contains details of design used in the construction with a formatted spreadsheet covering bedroom sizes from 2 to 6.
3. Sheet three has blanks for the specific site information and space for a site plan map to be inserted by the New York State licensed design professional.

The advantages of the local waived designs:

1. Design professionals have two and part of a third page of design already completed.
2. Design professionals only have to fill in the site specific data and develop the site plan insert.
3. The plans are submitted to Keuka Watershed Improvement Cooperative for approval and do not have to be submitted to the district Department of Health office. (This saves an additional fee and time)

The local waivers for alternative design systems provide an economical benefit, as well as, shorten the approval time for the landowner.

**KEUKA WATERSHED IMPROVEMENT COOPERATIVE
MINUTES OF FEBRUARY 28,2011
AT TOWN OF BARRINGTON**

The meeting was called to order by chairman Stephen Butchko at 7:00pm. Following the Pledge of Allegiance to the Flag: The following answered the roll call: Butchko, (Wayne), Lanphere, (Urbana), Jim Harris, (alternate, Milo), William Weber, (Pulteney), Fred Wright (Barrington), Anne Green (Hammondsport), Daryl Jones, (Jerusalem, and Rich Stewart, (alternate Penn Yan). Paul Bauter, KWIC Manager.

Guests who signed in were: Jim Harris, Milo; Sue Lange, Barrington; John Griffin, Barrington; Don Naetzger, Finger Lakes Museum; Mark Morris, KLA.

Minutes of January 24 meeting were approved by motion of Weber and Second by Wright. Treasurer's Report was approved by motion of Wright and second by Jones. There followed a discussion concerning Treasurer Jack Snow's retirement. Chairman Butchko said 3 persons have been identified as candidates and hopefully we would have someone by the April Meeting.

Finger Lakes Museum. We had a slide show presentation on the Museum's mission and vision and progress by John Adamski, President of the Museum and Don Naetzger, Project Manager. All were encouraged to donate to the Museum's initial fund raising of \$1.3 Million for start up at fingerlakesmuseum.org or POB 96, Keuka Park, NY 14478. A "Founder" level is \$100. Eventually the museum will raise \$20 Million.

Manager's Report - Paul Bauter. Shared Inspection Reports noting that the weather had permitted more late season inspections and that the slower season had permitted inspectors to get more paper work done. We still have some difficult locations not properly entered and mapped. Docia Demin will be able to work during the next college break. We have enough of the budget item left for up to 65 hours.

Docking and Moorings Law. The meeting held February 22, 2011 of current CEOs and original committee members resulted in good discussion and five summary points: The Law is a good law; Presently there seems to be no need for changes; The law needs to be like the lake, a living - changing piece of nature; Procedures could be developed to assist code officers; Education of bankers and attorneys would help in establishing recorded water rights.

The fact sheet from the DOH on "Need for licensed Design Professionals - Residential Onsite Wastewater Treatment Systems" from 1/13/04 was shared. Again the fact that KWIC has approved designs is helpful to area residents. However, we do need to have designs redrafted given Chapter 75A of the DOH law changes. A number of engineers were discussed and The KWIC Manager will come back to us with recommendations and possible costs.

Local Wastewater Law - municipalities which have passed the law need to send Manager Bauter copies of what was passed. Since each location is having its own public hearing and passing the law it is local law whether or not all municipalities pass the uniform language. Hammondsport,
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Jerusalem, Pulteney, and Wayne have passed the law. Barrington and Milo will have hearings in March. Penn Yan is unknown and Urbana may try again.

There is a Departments of State and Health and Yates County Soil and Conservation training session for CEOs and Engineers on the changes in Chapter of 75A, April 28.

Peter Landre reported that the March Training Session on the 5 Critical Issues Facing the Watershed has about 50 folks registered and starts at 5:30 at the Yates County Auditorium March 28, 2011.

A couple of comments were made on the State moratorium on hydraulicfracking for gas exploration. Whenever the state acts local municipalities will not be able to be different than the state regulation. However, general local ordinances on lighting, noise, and road use would be enforceable.

Bill Weber, KLOC chair announced the bills for KLOC will go out in April. Also with the thaw the gates at the outlet are more often open than closed but in the spring the lake level is always higher but still within the parameters.

We adjourned at 7:53 by motion of Jones and second by Wright

Next meeting will be the training session March 28 at 5:30p at the Yates County Auditorium.

GROUP 1 ISSUES

- Management of Manufactured Home Parks as non-conforming uses
- Industrialization
- Commercialization
 - Environmental Impact
 - Marcellus Shale
- Subdivision of Large Parcels vs. Preserve Ag Land
- Redevelop Abandoned Properties
- Road Impacts as a Result of Museum
- Protecting View Shed
- Steep Slopes
 - Manage Growth
- Development of Outlet Trail
 - Managing Design
- Positive, Effective Growth Management
- Implement Comp Plan

GROUP 1 ACTIONS

- Revision of Codes
- Intra-municipal zoning controls
 - Re-use existing Buildings
- Statewide Policy
 - Minimize Impacts on Lake & Water Quality
 - Road Use Control
- Identify "Industrial Use"
- Identify if Polluted/Contaminated
- Identify Appropriate Re-Use
- Zoning on 54A in Town & Village
- Use of Jerusalem's Ordinance
- Call Upon Other Levels of Government
 - Code Enforcement

**GROUP 2
ISSUES**

- Steep Slopes (Barrington, Milo, Wayne)
- Sales Tax Distribution
- Yates County 1 of 7 gets no (?)

**GROUP 2
CONCERNS**

- Commercial sprawl
- Corridors—Penn Yan village underused
14A 54A
- Zoning population density
- Sites available in town

GROUP 3 ACTIONS/STRATEGIES

MILO

- Form Legislative Review Committee
- Work with County Planner
- Build Community Awareness

WATERFRONT

1. Penn Yan Continue by Village
2. Hammondsport controlled by individual
3. Come to Resolution on privately owned lands
4. How do you bring costs to the table
5. Find proper developer
6. Bring parties together for interim agreements
7. Solve Engineering issues
8. Work with Kevin Millington

Pulteney Property Maintenance

- Incentives for proper maintenance
- Education - no tax for good maintenance
- Clean up days - no charge for clean up or a fine for not
- Provide info on property maintenance
- Use volunteers

GROUP 3 ISSUES

MILO

- Overly restrictive
 - 40 acre sub-divide
 - How restrictive should land use be?

Also

- Constitutional/Legal Issues
(Seneca can only subdivide once)

HAMMONDSPORT

- Waterfront Development - How to Do It?
Sewer? (Municipal vs. Septic)

PENN YAN

- Proper waterfront development vs. land use
- Land use protection vs. jobs/revenue
- How to pay for infrastructure

PULTENEY

- Pride - How to fix up dilapidation
- How to build community pride

GROUP 4

PRIORITY ISSUES

- Public water and sewer
- Steep slopes (CEO, SWCD, HWY)
- Farmland protection
- Rezoning (museum)
- Waterfront zoning
- Road use
- Controlling commercial sprawl
- Hydro fracking
- How does village expand?
- Promoting intermunicipal cooperation
- Transient issues (number and trends)
- Cluster development (questionable) unfeasible
- Tourism increase balance with character
- Different enforcement and zoning

GROUP 4

ACTION

1. Water and sewer

2. Waterfront
 - overlays

 - intermunicipal cooperation

3. Shared services
 - legal
 - equipment

**Group 5
Demographics**

Don Metzger	Village
Rick Willson	Country
Brian Bills	Lake
Mark Fellows	Country
(can't read)	Lake
W. Hand	Lake
D. Carlson	Lake

Group 5

Issues

- Don't stop development
- - use good engineering/smartgrowth

- Lake Water sediment from erosion
- (non point source pollution)

- Lake Water Chemistry

- Regulating agriculture related businesses
- parking, safety, noise

- Maintenance of natural and man-made
wastewater

- Fairness of dealing with pre-existing non-
conforming property

Group 5

Action

- common protective ordinances
- coordinate best practices

- uniform steep slope land
- shared storm water treatment

- remove collectively vegetative
- utilize state resources
- online monitoring

- intermunicipal study (?)

- coordinated efforts between agencies

- share same experiences and best
practices

GROUP 6

(Jerusalem, Penn Yan, Wayne, Urbana, Milo)

Issues

- Waterfront Usage
 - New Zoning Districts
 - Anticipated Development Pressures
 - Road Use Agreements
 - Comp Plan—Zoning Laws
 - Conflicts -
 - Land front vs. upland
 - Taxes
 - Facilities
 - Services
 - Rights of Individuals vs. Town desires
 - Participation in Public process
 - lack of public participation
 - Meeting goals of comp. plan
 - Tourism vs. rural character
-
- Capital for infrastructure improvement
 - How to reduce non-conforming structure
 - Improve land use regulations
 - Grandfathering

GROUP 6 ACTIONS

- Implement and fund Outlet development plans in Penn Yan
- Bring zoning code and land use regulations together
- How to develop laws to force change
- Having realistic code for orderly development
- Knowing how to draft code, tech knowledge, process knowledge
- More public involvement in meetings for all boards



**KEUKA WATERSHED IMPROVEMENT COOPERATIVE
MINUTES OF APRIL 25, 2011
AT THE TOWN OF WAYNE**

Chairman, Stephen Butchko at 7:18 PM, called the regular meeting to order. The following directors were present: Stephen Butchko (Wayne), Gordy Lanphere (Urbana), Fred Wright (Barrington), Rich Stewart (Penn Yan), John Socha (Milo), and Daryl Jones (Jerusalem).

Others present were: Mark Morris (KLA), Al Wahlig (KLA), Wayne Hand (KLA), Dennis Carlson (alternate Wayne), John Webster (KLA), Bill Laffin (KLA), Billie Bauman (Wayne), Ken Christensen (alternate Barrington), Brent C. Bodine (Village of Penn Yan), and Paul Bauter KWIC Manager.

A motion made by Fred Wright and seconded by Daryl Jones and all in favor approved minutes of the February 28, 2011.

A motion made by Daryl Jones and seconded by John Socha and all in favor approved treasurer's report dated April 25, 2011.

Manager's Report – Paul Bauter

Discussed the proposed amendments to the Policy and Procedures for the two areas refer to attached copy for full description.

1. Enhanced Treatment Units (ETU) clarifying the authorization subject in the local wastewater management regulations.
2. Septic tank size regarding legacy systems prior to the KWIC formation and those after the KWIC formation (January 1, 1994) with current standards is clarified for real property transfers.

Much discussion followed with possible scenarios to clarify. The director's wanted the amendments in red, put in the policy and procedures where the amendments would be located, so the flow of the document could be observed by the directors. Then the amendments could be voted on at the next KWIC meeting in May 2011.

Paul reported on the upcoming "Keuka Lake 2011 Training Seminar" for Thursday, April 28, 2011 and the plans to hold an inspector's meeting in the middle of May 2011.

Paul also reported that he and Stephen Butchko met with Scott Demmin regarding the web site development with total reconstruction and adding security. The cost was approximately \$4000 as was discussed at the KWIC meeting of January 24, 2011. Bill Laffin reported that KLA would like to assist in the web

KWIC

site development, but they would like to see a written proposal first. There was discussion on the web site. It was also suggested to put a disclaimer on the present web site.

Local Law update-

The following municipalities have passed the local law revision:

Barrington, Jerusalem, Milo, Hammondsport, Pulteney and Wayne

Urbana has met with Tom Klaseus of NYSDOH to answer some questions and is expected to vote on the law again.

The Village of Penn Yan was unaware of the status. Paul Bauter will meet with Brent Bodine regarding the local law next week.

Stephen Butchko discussed the process of finding a replacement for Jack Snow as bookkeeper and made a motion to select Pat Christensen as bookkeeper. John Socha seconded and all in favor approved.

Stephen Butchko handed out the summary results of the Intermunicipal Shared Services Training. Bill Laffin recapped the training session.

Motion to adjourn was made by John Socha and seconded by Daryl Jones with all in favor. Meeting adjourned at 8:03 PM.

Keuka Watershed Improvement Cooperative

A Resolution of the Keuka Watershed Improvement Cooperative (KWIC)

Be it adopted by the Keuka Watershed Improvement Cooperative, Board of Directors. April 25, 2011

BANKING RESOLUTION AUTHORIZING SIGNATURE

RESOLVED: THE KEUKA WATERSHED IMPROVEMENT COOPERATIVE AUTHORIZES PATRICIA CHRISTENSEN AS BOOKKEEPER (AND REMOVES NORMAN SNOW PREVIOUS BOOKKEEPER) AS AN ADDITIONAL SIGNATURATORY IN ADDITION TO THE CHAIRMAN AND SECRETARY / TREASURER FOR THE KEUKA WATERSHED IMPROVEMENT COOPERATIVE'S BANK ACCOUNTS.

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

Motion by Steve Butchko

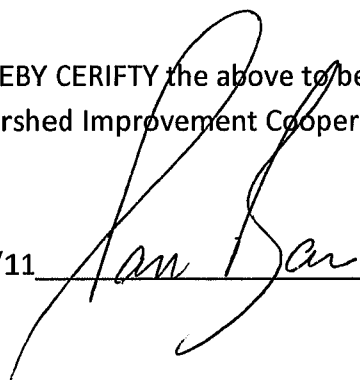
Seconded by John Socha

Ayes: 6

Nayes 0

I HEREBY CERIFY the above to be a true copy of the ordinance adopted by the Keuka Watershed Improvement Cooperative Board of Directors at a regular meeting April 25, 2011

4/25/11



Paul Bauter, KWIC Manager

Minutes of KLOC Meeting
April 25, 2011
At
Wayne Town Hall

The meeting was called to order by Stephen Butchko, vice chair at 7:00 PM. Present were Stephen Butchko (Wayne), Gordy Lanphere (Urbana), Fred Wright (Barrington), Rich Stewart (Penn Yan), John Socha (Milo), and Daryl Jones (Jerusalem).

Others present were: Mark Morris (KLA), Al Wahlig (KLA), Wayne Hand (KLA), Dennis Carlson (alternate Wayne), John Webster (KLA), Bill Laffin (KLA), Billie Bauman (Wayne), Ken Christensen (alternate Barrington), Brent C. Bodine (Village of Penn Yan), and Paul Bauter KWIC Manager.

Stephen Butchko asked for a motion to approve the minutes of January 24, 2011. Daryl Jones made the motion to approve, seconded by Fred Wright passed with all in favor.

Discussed the current lake levels with all of the gates open except gate number 6.

Discussion followed regarding the policy of opening and closing the gates. Currently there is a policy for opening the gates, but there is no policy regarding the closing of the gates. Brent Bodine conversed with group regarding the latest incident of stocking of the outlet by Trout Unlimited in which they wanted the gates closed and this did occur. In his discussion with Bill Weber it appeared that the policy may want to be revisited. Bill Laffin also spoke on the matter with the previous policy. Bill Laffin had spoke with Bill Weber and has drawn up a draft for policy changes, which Bill Weber has not reviewed as of this date. The KLA has the old policy on their website. The draft was distributed to the members. Al Wahlig also spoke on possible liability concerns of the gate operation.

Stephen Butchko asked if there was any further business. Gordy Lanphere spoke on the making sure of the organization has one person in charge and is responsible. Trout Unlimited was very appreciative of the cooperation. Ken Christensen also spoke on the concern of the timing of the event with high water and the possible effect of the high water on the lake side of the gates.

Stephen Butchko made the motion to adjourn, seconded by Daryl Jones approved with all in favor at 7:18 PM.

**KEUKA WATERSHED IMPROVEMENT COOPERATIVE
MINUTES OF MAY 23, 2011
AT TOWN OF URBANA**

Chairman Stephen Butchko (Wayne) called the meeting to order at 7:00 p.m.

Roll Call - In attendance were the following: Urbana, Gordon Lanphere; Milo, John Socha; Pulteney, William Weber; Barrington, Fred Wright; Hammondsport, Anne Green; Jerusalem, Daryl Jones; Penn Yan, alternate Rich Stewart. KWIC Manager Paul Bauter, Barrington alternate Ken Christensen; Wayne alternate Dennis Carlson, and KLA Members Bill Laffin, Milo, Wayne Hand, Wayne, and John Webster, Urbana were also in attendance.

KLOC Chairman Weber made a short statement about the lake levels and how well the gate system is working and promised a fuller report at the June KLOC meeting.

The minutes of the April 25 meeting were reviewed and approved.

Bookkeeper Jack Snow's last written report was received and approved. The forms have now been filed with the bank to show the bookkeeper as Pat Christensen who will continue the reporting as in the past. We expressed our thanks to Jack Snow.

Manager's Report - Paul Bauter

First the proposed changes in the Policy and Procedures Manual postponed from last month were discussed : There were four changes: the first addition was the adding of the septic tank capacity requirements to the Manual under the INSPECTION section at 4) page 10. At page 12 under 1. Effluent levels elevated in all distribution lines " fluid levels at or above the top of the distribution pipe" was added at the request of the inspectors. On page 13 within the Zone One Inspections regarding septic tank size the phrase " and shall have a specific individual waiver from the KWIC Watershed Manager" was added concerning the tanks in weakened condition and under 500 gallons. On page 18 and 19 new section on Enhanced Treatment Unit Policy (ETU) was inserted . It was discussed that these are new technology which continues to evolve and the number of such systems has already grown to 400 around the lake. The changes were approved by motion of Green and second by Lanphere 7 ayes and 1 nay (Daryl Jones who has continuing questions concerning the ETUs).

There was an Inspectors Meeting in May 17 at which the Policy and Practices Manual, the software programs and holding tanks were discussed. Bill Weber reported that some rental management companies are beginning to have the holding tanks pumped each time there is a new tenant in a property which cuts down on the overflows and emergencies.

It is possible that Docia Demmin may return as an intern for some hours to continue the cleaning of the data base.

Keuka Lake Looking ahead - Bill Laffin reported that the LULA program is now independent of

. KWIC and its request to the directors for representatives from each municipality should be answered directly to the LULA group.

LOCAL LAW update: continues to be the same: PennYan has not voted, Urbana may be reconsidering and all others have passed the legislation as a local law.

Weber moved and Wright seconded adjournment at 8:06p.

Next Meeting at Hammondspport June 27,2011 at 7:00pm.

KEUKA WATERSHED IMPROVEMENT COOPERATIVE
MINUTES OF June 27, 2011
AT THE VILLAGE OF HAMMONDSPORT

Following the KLOC meeting Chairman Butchko called the meeting to order at 7:48pm. The following answered the roll call: Butchko, Wayne; William Weber, Pulteney; Fred Wright, Barrington; Anne Green, Hammondsport; Robert Church, Penn Yan. KWIC Manager Paul Bauter and Barrington alternate Ken Christensen were also present. Guests included KLA members Wayne Hand, Bill Laffin, Mark Morris and Al Wahlig.

The minutes of May 23, 2011 were reviewed and Bill Laffin offered the following correction to the section shown as Keuka Lake Looking Ahead paragraph "Chairman Butchko made reference to the letter sent by Debbie Koop and Gil Harrop, Co-Chairs of the Keuka Watershed LULA Group requesting representation from each municipality. Each municipality should respond directly to the LULA Group. Weber moved adoption of the amended minutes, second by Church, Carried.

The treasurer's written report from Bookkeeper Pat Christensen was reviewed and adopted upon motion of Green and second by Wright.

Manager's Report: Paul Bauter submitted a written report outlining specific services/meetings he attended in June, in addition to the summary of Zone One Inspections for the year.

In reference to the entering data for trailer parks which Docia Demmin had been considered, it appears she has other employment but Mike Demmin will be able to take over. We will still be using the unused portion of the KLA grant money.

Another meeting will be held with the manager, Chair Butchko, Bookkeeper Christensen, and Milo's commissioner Socha on the Budget projection for the Manager's transition before the July meeting.

The Manager also asked that we consider charging municipalities for the Manager's services when he must perform municipal inspections because the municipal watershed inspector is unavailable. The manager does inform the municipality when this occurs. The Board had no recommendation at this time.

There is no change in the local law adoption of the amended uniform wastewater treatment law. Penn Yan has not and Urbana may be reconsidering.

KLA - There was no report on the Water Quality Committee as stated on the agenda. However, Bill Laffin did present a potential project to the KWIC.

"The purpose of this presentation is to INFORM the KWIC members of a potential project which may be undertaken by the KLA.

Consistent with educational efforts in neighboring watersheds, the KLA will be evaluating the cost/benefit of installing "Watershed information Signs" at strategic portals into the Keuka Lake Watershed.

A similar project was evaluated several years ago but failed to gather enough momentum within the KLA due to the complexities of state regulations and coordination within the municipalities and counties.

The preliminary project proposal is to erect DOT compliant signage at about 25-30 locations. The signs may not be at the geographic boundaries of the watershed but focused on major state, county and local roads and intersections within the watershed in order to maximize educational impact.

It is also a possibility that the project may be phased in over a few KLA budget years or by town/county.

If and when the project becomes a reality, more information will be provided to KWIC members and appropriate government officials. In the meantime some exploratory conversations may be held with various agencies in order to scope the final magnitude of the project.

THANK YOU FOR YOUR TIME “

Upon the motion by Wright and second by Green the meeting adjourned at 8:20pm

Next meeting July 25, 2011 at Town of Pulteney



Keuka Watershed Improvement Cooperative

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Suite 110
Penn Yan, NY 14527

Watershed Manager - Paul Bauter
Clerk/RMO – Michele Shaner
ph. 315-536-0917/fax: 315-536-2389
Email: office@keukawatershed.com

KWIC MINUTES OF July 25, 2011 MEETING AT THE TOWN OF PULTENEY

Chairman Butchko called the meeting to order at 7:00pm. Following the pledge to the flag, the following answered the roll call: Stephen Butchko (Wayne); John Socha (Milo); William Weber (Pulteney); Fred Wright (Barrington); Anne Green (Hammondsport); Daryl Jones (Jerusalem) and Richard Stewart (alternate for Penn Yan); Urbana was not represented. Manager Paul Bauter was also present. Guests who signed in were: Bill Laffin, KLA-Milo, Wayne Hand, KLA -Wayne, Al Wahlig, KLA - Pulteney; Colleen Gelder, Doug Robbins, Chad Robbins.

The minutes of June 27, 2011 were approved upon motion of Weber and second By Wright.

The Treasurer's report submitted in writing by bookkeeper Pat Christensen was approved upon motion of Socha and second by Wright. We will have an executive session to discuss the budget and a personnel matter at the end of the meeting.

Manager's Report: Paul Bauter submitted a written report outlining activities for the month of July.

Under Urbana a lengthy discussion concerning a "residential vessel" moored to a dock ensued. It appears to be a new situation and whether building codes or navigation law applies to the situation is in question. Also implications for the dockings and moorings law were discussed. At present KWIC is exploring regulations with NYSDEC, NYSDOH, and the Sheriff's Department. His report also showed the number of inspections in each municipality and reported that 5 construction permits had been issued for a year to date total of 41.

As yet we do not have an intern to complete entering of certain data in the reporting system.

The Manager is also beginning to review reports for completeness - this month he reviewed Property Transfer reports. He will discuss the findings with the inspectors at the next training session in August.

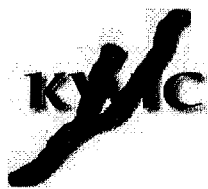
Keuka Lake Looking Ahead - no report as Peter Landre was not present.

Al Wahlig of the KLA Water Quality Committee, reported that they have added additional tests for heavy metals, hydrocarbons, and volatile organics to obtain a history and baseline for future reference.

Local uniform Wastewater law - there was no change.

At 8:00 pm upon motion of Green and second by Socha the group went into Executive Session to discuss a personnel matter. At 8:15 the committee came out of Executive Session and the meeting was adjourned at 8:15pm,

Next meeting at Jerusalem to be held at the Branchport Fire Hall on August 22, 2011.



Keuka Watershed Improvement Cooperative

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KEUKA WATERSHED IMPROVEMENT COOPERATIVE MINUTES OF AUGUST 22, 2011 MEETING AT THE BRANCHPORT FIRE HALL (JERUSALEM)

Following the KLOC meeting, Chair Steve Butchko called the KWIC meeting to order at 8:00pm. The following Commissioners answered the roll call: Stephen Butchko, Wayne; William Weber, Pulteney; Ken Christensen for Barrington; Anne Green, Hammondsport; Daryl Jones, Jerusalem; and Robert Church, Penn Yan. Not represented at the meeting was Urbana and Milo. Guests who signed in were: Bill Laffin, Brent Hill, Joyce Hill, Dennis Carlson, Mark Morris Brent Bodine Bill Jensen and Al Wahlig.

The minutes of July 25 were amended to correct the date of the next meeting to August 22 not September 26. Approval moved by Weber and Church, carried.

The financial statement submitted by Bookkeeper Pat Christensen was reviewed. It was noted that all municipalities have paid their fees for the year and expenses were generally on budget. Approval was moved by Jones and Church, carried.

Manager Paul Bauter submitted his report showing his activities and the percent of completed Zone One Inspections and the summary on the completeness of reports to August 15 for each municipality. He offered an amendment to the policy and procedures of KWIC. The addition appears under **All Inspections** 4) clarifying Septic Tank size which were installed prior to the KWIC formation January 1, 1994 (page 10). The Inspectors have agreed to this language. The commissioners approved this amendment. He also proposed a new KWIC application for Onsite Wastewater Treatment System Construction Permit and Inspection, he is waiting for feedback on this.

KLA - Bill Laffin brought up the issue of last month concerning residential vessels from last meeting. In general there is still not agreement on what agency has responsibility for them. He submitted a 3 page report on the matter. One position is that the issue is a Town Planning Board issue, another is that the Docking and Mooring law needs to address this issue to assist the Planning Boards. KWIC has communicated with the Department of State on the matter as to what is KWIC's responsibility. Bill Weber stated that at this stage waste water is our only issue.

Other business: Local Law update - Penn Yan has submitted it to its lawyers, no formal report from Urbana is available but it is understood that they are waiting until after the election.

Preliminary Budget - No formal proposal was presented in the absence of John Socha who serves on the Committee. Inquiries are being made to see if we couldn't share office space with another agency to cut down on expenses. It does appear that the fee this coming year will be at least \$10,700 to provide for the transition to a new manager.

It was moved by Jones and seconded by Weber to go into Executive Session at 8:50 to discuss a legal Personnel Issue. After coming out of Executive Session it was moved by Jones and Weber to adjourn at 8:52 pm.

Next meeting September 26 at the Town of Milo.



Keuka Watershed Improvement Cooperative

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KEUKA WATERSHED IMPROVEMENT COOPERATIVE MINUTES OF THE SEPTEMBER 26, 2011 MEETING TOWN OF MILO

Chairman Butchko called the meeting to order at 7:00pm. Following the pledge to the flag, the following commissioners answered the rollcall John Socha (Milo), William Weber (Pulteney), Fred Wright (Barrington) Daryl Jones (Jerusalem), Robert Church (Penn Yan) and a few minutes late, Anne Green (Hammondsport) and Gordon Lanphere (Urbana). Watershed Manager Paul Bauter and Bookkeeper Pat Christiansen were also present. Guests who signed in were Ken Christiansen, Jr, Brent and Joyce Hill, Bill Laffin, Dennis Carlson, Mark Morris, and Al Wahlig.

Weber moved and Socha seconded approval of the August 22 meeting.

Chairman Butchko introduced Bookkeeper Pat Christiansen to those who had not met her and the Financial Report was reviewed and approved by motion of Socha and seconded by Wright. It was noted that there were changes in account 225, the KLA grant to reflect actual activity in 2011 and in account 312 had changes to add account 313 to show amounts paid to interns. This will cause deviations from the 2011 adopted budget.

The Budget proposal for 2012 was reviewed. Following a great deal of discussion it was determined that the fee for each municipality for 2012 would be \$10,750. So the major changes in the 2012 budget from 2011 would be decreased hours for the clerk, no provision for the misc. account, a new account 305 for funding the Manager's transition and decreasing the computer equipment account 325 by \$1500. It is noted that we are still trying to find better and cheaper office space which could reduce expenses even further. It was further noted that KWIC should begin charging back to the municipalities when the Manager has to step in and do regular inspections when the watershed inspector is absent but no action was taken.

The Manager's report was given by Paul Bauter which showed most municipalities are keeping up with the zone one inspections schedule. There were 11 construction permits issued in September for a YTD of 58. There is an inspectors meeting planned for October 12.

Keuka Lake Looking Ahead - given by Bill Laffin of the KLA. LULA has asked that a training session similar to the one held in March 2011 be held March 26, 2012. All planning and zoning officers and committee members will again be invited and the session

would replace our regular monthly meeting. This was agreed to on motion of Butchko and Weber's second.

Again the issue of the "residential houseboat" was discussed. The DOS has given a legal response of several pages which still need to be studied however it appears that the uniform dockings and moorings law has some gaps in the area of definitions. It was agreed that a committee of Jones and Wright and members of the original dockings and moorings committee, assisted by Manager Bauter would discuss needed and changes and recommend them to the KWIC.

Bill Laffin also noted that a new invasive hydrila weed has reached as far west as Cayuga Lake, KLA is making inquires.

On motion of Wright and second by Socha the meeting adjourned at 8:30pm. The next meeting is at Penn Yan October 24, 2011 at 7:00pm.

Keuka Watershed Improvement Cooperative 2012 Adopted Budget

	<u>2012</u>
Income	
210 · Fees	10,000.00
215 · Professional Services Fees	250.00
220 · Grants	
221 · Grant-KLA Software Agreement	3,120.00
225 · From Balance of KLA Grant	95.00
220 · Grants - Other	
Total 220 · Grants	<u>3,215.00</u>
230 · Barrington	10,750.00
231 · Hammondsport	10,750.00
232 · Jerusalem	10,750.00
233 · Milo	10,750.00
234 · Penn Yan	10,750.00
235 · Pulteney	10,750.00
236 · Urbana	10,750.00
237 · Wayne	10,750.00
250 · Year End Suplus	5,090.00
Total Income	<u>104,555.00</u>
Gross Profit	104,555.00
Expense	
305 · Manager Transition Account	5,331.00
310 · Manager	46,788.00
311 · Health Insurance	2,000.00
312 · Clerk	10,000.00
313 · Project Clerk-KLA Grant	750.00
316 · FICA	4,500.00
318 · Retirement	6,400.00
320 · Treasurer	1,200.00
322 · Advertising	200.00
324 · Compensation Ins	1,536.00
326 · Computer Equipment	200.00
327 · Computer-Programs-Web Domain	900.00
328 · Copies	1,100.00
329 · Education & Training	500.00
330 · Legal	1,000.00
331 · Technology-Contractual	5,100.00
332 · Liability Insurance	2,900.00
334 · Mileage	3,750.00
336 · Misc.	
337 · Engineering	250.00
338 · Office Equipment	100.00

Keuka Watershed Improvement Cooperative 2012 Adopted Budget

	<u>2012</u>
340 • Office Space	4,200.00
342 • Postage	800.00
344 • Supplies	750.00
345 • Archival	300.00
346 • Telephone	1,500.00
348 • Contingency Account	<u>2,500.00</u>
Total Expense	<u>104,555.00</u>

Net Income

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**KEUKA WATERSHED IMPROVEMENT COOPERATIVE
MINUTES OF THE OCTOBER 24, 2011
VILLAGE OF PENN YAN**

Following a short KLOC Meeting, Chairman Butchko called the meeting to order at 7:10 p.m. The following commissioners were present: John Socha (Milo), William Weber (Pulteney), Fred Wright (Barrington), Daryl Jones (Jerusalem, Robert Church (Penn Yan), Anne Green (Hammondsport), and Gordon Lanphere (Urbana. Watershed Manager Paul Bauter was also in attendance. Guests who signed in were: Al Wahlig, Bill Laffin, Peter Landre, Dennis Carlson, Mark Morris and Ken Christensen.

The minutes of the September 26 meeting were corrected to show that the committee approved to discuss needed changes and make recommendations to KWIC concerning the Uniform Dockings and Moorings Law comprised of members of the original committee and assisted by Manager Bauter was done by a motion by Jones and Seconded by Wright not that Jones and Wright were on the Committee. The minutes as amended were approved on motion of Weber and Jones.

The written bookkeeper's financial report was approved upon motion of Green and second by Church.

The Manager's Report: Manager Bauter submitted a written report which included a report concerning Penn Yan adopting the Uniform Wastewater Treatment Law and possible conflict with its local code. There was an inspectors' meeting and a chart showing the inspections done and due for each municipality.

He submitted a suggested Service Agreement between KWIC and NYS Licensed Design Professionals (engineers) which would enable KWIC to assist property owners in obtaining design plans for common systems more quickly and more cheaply. The proposal was approved upon motion of Green and second by Jones.

Commissioner Socha took this time to acknowledge Manager Paul Bauter's contribution and cooperation in designing the transition plan for a new Manager.

Peter Landre of Cornell Cooperative confirmed that there will be a training program similar to the one held in March 2011. It will be at the Yates County auditorium March 26, 2012 and training credits will be available for any Planning/Zoning Boards members attending. This will be instead of the March Kwic regular meeting. Possible topics will include the trend in zoning variances requested and granted and discussion of the agricultural protection districts and open space protection.

Bill Laffin of KLA reported the Committee reviewing the Dockings and Moorings Law has scheduled 3 meetings and may have a tentative report for KWIC's November Meeting.

On motion by Jones and second by Wright the meeting was adjourned at 7:45p.

Next meeting is at Barrington November 28, 2011 at 7pm.

**KEUKA WATERSHED IMPROVEMENT COOPERATIVE
MINUTES OF THE NOVEMBER 28, 2011 MEETING
TOWN OF BARRINGTON**

The meeting was called to order at 7:00pm, by Chair Stephen Butchko. Following the Pledge of Allegiance, the following answered the roll call: Stephen Butchko (Wayne), John Socha (Milo), Elizabeth Snyder Rider (Pulteney), Fred Wright, (Barrington), Anne Green (Hammondsport), Daryl Jones (Jerusalem), and Richard Stewart (PennYan). Not represented was Urbana. Barrington Alternate Ken Christensen was also present. Guests who signed in were Cal Crosley, Wayne Hand, Sue Lange, Al Wahlig, Bill Laffin, Jane Russell, John Webster.

The minutes of the October 24, 2011 meeting were reviewed and approved by motion of Jones and Socha.

Treasurer Pat Christensen's written report on the Balance sheet of 11/28/11, Income and expenses vs. Budget for the year and the check register for 10/25 to 11/28/11 were reviewed and approved by motion of Socha and White. A discussion of having credit cards for the staff was discussed and a policy shall be developed for finalization at the January meeting.

Manager Paul Bauter's report was reviewed. Also a discussion of the Manager Transition Plan was reviewed. Notice for an Engineer's Service Agreement will go out, bids due December 12, 2011.. Finally Manager Bauter said KWIC will be applying for an archive grant to assist in computerizing older inspection data and if any municipality was thinking of also applying please contact him to see if coordination would help both requests.

Keuka Lake Looking Ahead report from Bill Laffin of the Keuka Lake Association included a reminder of the training session for KWIC member planning and zoning committees will be March 26, 2012 at the Yates County Office Building Auditorium at 5:30. The schedule will be similar to the 2011 session.

Water Quality Committee of KLA, states that all tests showed everything is fine. They did some additional tests to establish base lines.

The Docks and Mooring Committee report concerning houseboat moorings on the lake was distributed to Board members. It recommended amending the Docks and Mooring law by defining houseboats and not permitting houseboats in residentially zoned areas of the lake but allowed at permitted marinas. Generally it would disallow living accommodations on the lake side of the mean highwater line that would not be otherwise allowed by zoning on the up land side of the mean high water mark. It was noted that KWIC's interest is based on concerns of waste disposal at such locations. After discussion it was determined that each Board member should share the report with its Boards and Planning and Zoning Committees for feedback. At KWIC's January meeting the Board will vote on the recommendations, if accepted the process will begin. The process will require each municipality to have a public hearing, have one of the municipalities act as SEQRA and to have a legal review of the language.

Other Business: Chair Butchko then distributed certificates of appreciation to

outgoing members of the Board: William Weber of Pulteney who served not only on KWIC but also 21 years as Chair of the Keuka Lake Outlet Compact; John Socha of Milo; and Gordon Lanphere of Urbana.

There is no December meeting. The next meeting will be in Wayne on January 23, 2012
Jones moved and Wright seconded adjournment at 7:42.