

**KEUKA WATERSHED IMPROVEMENT COOPERATIVE
MEETING MINUTES MARCH 24, 2014
TOWN OF BARRINGTON**

(secretary note: There was no KLOC meeting as originally scheduled because of need to finalize certain items with KWIC before Paul Bauter's retirement and the assumption of Manager duties by Yates County Soil and Water).

The meeting was called to order by Chair Butchko at 7:00 pm. Following the pledge of allegiance the director's answering the roll call were: Butchko, Wayne; Webster, Urbana; L. Church, Milo; Weber, Pulteney; Wright, Barrington; Green, Hammondsport; Killen, Jerusalem; R. Church, Penn Yan. Manager Paul Bauter was present. Guests were John Griffen, Mark Illig, Bill Lafin, Ken Christensen, Jim Balyszak, Colby Petersen, John Phillyn, Al Wahlig, Nate Olney Dennis Carlson, and Wayne Hand.

The minutes of the regular February 24 and the special March 6 meetings were approved.. It was confirmed that the KWIC office was closed 2/28/14. The bookkeeper's report was accepted, noting that Barrington and Pulteney had not yet paid their first half dues. *Amendment to minutes first sent out -Pulteney representative Bill Weber restated Pulteney's position that it has given notice that it is withdrawing from KWIC unless KWIC only concerns itself with zone 1 systems and reduces its budget (therefore each municipality's share). Chairman Butchko stated that Pulteney had turned in a letter but had been signed only by the supervisor and not by the entire Board and the letter was returned. In order to withdraw from KWIC the provision of VII of the Inter Municipal Agreement must be followed.*

Department of Health, Thomas Klaseus (Hornell Office) and Cheryl Robbins (Geneva Office) were present to discuss how the changes in KWIC would influence DOH. First they began by expressing support for KWIC and its activities. Secondly, they expressed appreciation to Paul Bauter as KWIC Manager for his expertise over the years. The waivers for alternate systems granted to Paul, as a "responsible Management Entity", can continue if the DOH finds the new manager has the expertise that Bauter had. Yates Soil and Water will begin submission of their credentials immediately. In general, DOH needs KWIC to provide technical oversight, the aerobic units need to be tracked, maintenance contracts reported. It is possible that DOH needing to approve alternate systems would entail a 2 month delay.

Manager's report: Not much has occurred because the ground is still frozen. However some Inspector reports are past due.

Other business:

1. Office Rules - amendments noted were fees had to be paid by check or money order; and plans must be submitted in 11x17 format. It was moved by Green and second by Killen to attach the responsibility chart and approve the Office Rules. All but Pulteney voted in favor.
2. Policy and Procedures - were amended to clarify the definition of Manager. Currently we have policy and procedures which predate the discussion of the policy and practices. *Directors need to review the proposed Policy and Procedures dated 3/24/14 (21 pages) for the next meeting.*
3. Approved Town of Milo (Leslie Church) to review KWIC Bills for payment prior to meetings.

Fees have been approved and waivers from NYSDOH will proceed as discussed above.
Chairman Butchko acknowledged Paul Bauter's 15 years as Manager and presented him with a plaque to be. Good wishes Paul.
Adjourned at 8:45. Next meeting 4/28/2014 Wayne