

**KEUKA WATERSHED IMPROVEMENT COOPERATIVE
MINUTES JANUARY 25, 2016 MEETING AT**

TOWN OF URBANA OFFICES

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

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

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

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

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

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

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

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

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