



CANANDAIGUA LAKE WATERSHED COUNCIL

TOWNS OF BRISTOL, CANANDAIGUA, GORHAM, HOPEWELL, ITALY,
MIDDLESEX, NAPLES, POTTER, SOUTH BRISTOL - VILLAGES OF NAPLES,
NEWARK, PALMYRA, RUSHVILLE - CITY OF CANANDAIGUA

Minutes November 10, 2020

Present:

Marty Aman	Robert Green	Tamara Hicks	Cathy Menikotz	Ted Bateman
Dan Marshall	Deb Cook	Dave LeClair	Bob Palumbo	Mike Gonzalez

Necessarily Absent: Peter Gerbic, Fred Lightfoote, June Pendleton

Staff and Guests: Kevin Olvany, Kim McGarry, Susan Carpenter

The meeting was called to order at 4:33 by Co-chair Green. Due to the COVID19 pandemic, the meeting was held on Zoom.

Co-chair Green asked for approval of the September 9, 2020 minutes. Motion was made by Supervisor Bateman to approve the September 9, 2020 minutes, seconded by Deb Cook. Motion carried.

Co-chair Green asked if anyone wanted privilege of the floor to speak to the Watershed Council. No comments were provided.

Kevin reviewed the necessary budget amendments to match expenses and revenue in the year that they occurred. He explained that many of the expenses occurred in 2020 but were in the 2019 budget. One project had 2 separate line items to be combined. Revenue came in during 2020 when we thought it would be in during 2019. Supervisor Bateman made the motion to block approve the proposed budget amendments, seconded by Supervisor Menikotz. Motion carried.

Supervisor Menikotz reviewed the Treasurer's Report, going through the bills listed. Supervisor Bateman made the motion to approve the bills totaling \$150,116.00, seconded by Supervisor Hicks. Motion carried.

Co Chair Green then asked for a review of the Personnel Committee recommendations. Mayor Palumbo explained that the Personnel Committee recommended that Kevin and Kim's pay increase by 2% for 2021. The committee unanimously agreed on these recommendations. Kevin explained that Kim has requested to remain part time through June on a temporary basis and that the Personnel Committee approved this request. Motion was made by Supervisor Menikotz to approve the 2021 Employee Benefits Agreement for Kim McGarry, seconded by Supervisor Bateman. Motion carried.

For Kevin Olvany's Employee Benefits Agreement, Marty Aman corrected a typo for 2021 and suggested all numbers reflect the 2% increase in salary. Motion was made by Supervisor Bateman to approve the Employee Benefits Agreement as amended for Kevin Olvany, seconded by Marty Aman. Motion carried.

Supervisor Hicks inquired about interns. Kevin explained that they hired the Cornell PhD student working on the model as an intern for the summer only. Cornell University was not paying for her work under their own funding.

Kevin reviewed the 2021 Draft Budget. He explained each line item under the expenditures for implementation projects, including the grant restoration projects, the educational partnership, the water trail, invasive species management and the 9E model and plan. He also explained the monitoring program costs. He then reviewed other yearly costs including office supplies, insurance and mileage. Kevin then reviewed the different sources of revenue, including the municipal contributions and all of the grants and partnering organizations. Co-chair Green asked if there was a process if the Watershed Council needed legal advice. Kevin explained that for basic items, the City's attorney was used in the past and there is also contingency funding if needed. We have not needed the services of an attorney over the last several years. Kevin noted that the State has provided multiple checks for projects in the last few months, so he felt confident in those grants as a source of funding. He noted the municipalities participating in the grants understand that they will not get paid until the money is received from the State. Motion was made by Supervisor Bateman to approve the 2021 Budget, seconded by Supervisor Marshall. Motion carried.

Kevin reviewed the proposal from Mahoney and Brenner to provide pro bono services to submit the proper forms and information to the IRS to achieve 501c3 status in order to more appropriately accept funding from charitable organizations. Kevin suggested that Co-chair Lightfoote be given authority to sign off on submitting the request to the IRS once completed. Supervisor Menikotz noted that there are certain procedural steps to go through to achieve the status that would require approvals. Motion was made by Supervisor Marshall to retain the services of Mahoney and Brenner to complete the necessary forms along with authorizing Supervisor Lightfoote to sign the forms for submittal to the IRS, seconded by Supervisor Bateman. Motion carried.

Kevin reviewed the status of the update of our Watershed Plan to a DEC approved Nine Element Watershed Plan. We are waiting on information from our Cornell partners so we can submit the final QAPP for approval by the DEC. We are developing a draft list of best management practices to model to understand the benefits. This will help inform the decision-making process for projects but is not the final decision-making tool. The 9E Plan will help secure additional points on grant applications, which is the motivation to go through this time intensive process. We need to showcase this at our public meetings and will hold a public meeting on the model for public participation.

Kevin reviewed the Source Water Protection land purchase policy. All land purchase and easements require the City of Canandaigua to hold title temporarily before the land is then transferred either to the host municipality or a Land Trust. We are in the process of drafting a process to make purchases/easements through the City, but need to work through the details. We are developing an inventory of possible project locations, but they will need to meet DEC requirements. All projects will also require Watershed Council approval.

Kevin presented the Manager/Technician's Report. He noted that harmful algal bloom started earlier this year and there were some significant blooms on a few days in September. Overall, the raw water toxin levels for the purveyors were lower this year, which was good. The Association volunteers played an important role in scouting out the significant shoreline areas and provided critical data. Kevin offered to take the Watershed Council on a tour of the FLCC project site like he did for members of the Watershed Association's Board. Kevin met with people on potential projects and attended numerous meetings. FLI of Hobart had enough funding to support the invasive species watercraft steward program this year, so we will look to reallocate that funding to a water quality project. The bid opening for the kayak launch project at Ontario Beach Park was held and prices came in within the grant budget.

There being no other business, motion was made by Supervisor Bateman to adjourn until February 3, 2021 seconded by Supervisor Menikotz. Motion carried.

Next Meeting
February 3, 2021
4:30 pm – Location Hurley Building and Zoom