

MINUTES

Genesee County Soil & Water Conservation District
USDA Batavia Service Center
Reorganizational Meeting January 13,2026

Present:

Dennis Phelps, Chair	Jared Elliott, Senior Field Manager
Christian Yunker, Vice Chair	Laura Bestehorn, District Secretary/Treasurer
James Kingston, Farm Bureau Rep	Tim Welch, Conservation Technician
Brooks Hawley, Legislature	Rebecca Olsen, Conservation Technician
Heath Eisele, NRCS Area District Conservationist	Victor DiGiacomo, NYSSWCC

I. Call to Order

D.Phelps called the meeting to order at 8:30am.
J.Elliott asked to add items to the agenda under new items E and F.

II. Minutes of the Previous Meeting

A motion was made to accept minutes from the
December 16, 2025 meeting by C.Yunker 2nd B.Hawley **Approved.**

III. Reorganizational Business

A. Appointments of the Legislature Update

C.Yunker and B.Hawley were appointed by the GC Legislature to the GC Soil & Water Board of Directors.

B. GCSWCD Board Slate of Officers for 2026(Appendix A)

A motion was made to approve GCSWCD Board Slate of Officers as follows:
President D.Phelps, Vice President C.Yunker, Secretary/Treasurer L.Bestehorn
by J.Kingston, 2nd B.Hawley **Approved.**

C. Resolution 01-2026-Standard Workday Resolution for Employees (Appendix B)

A motion to approve Resolution 01-2026 was made by C.Yunker, 2nd B.Hawley **Approved.**

D. Resolution 02-2026 Standard Workday Resolution for Elected/Appointed Officials (Appendix C)

A motion to approve Resolution 02-2026 Standard Workday was made by C.Yunker,
2nd B.Hawley **Approved.**

E. Approval of Regular Payments 2026(Appendix D)

A motion to approve the regular payments for 2026 was made by C.Yunker, 2nd J.Kingston
Approved.

F. Reaffirmation of Policies (Appendix E)

J.Elliott reviewed minor changes in policies including a proof of payment policy with the
addition of electronic funds transfer. A motion was made to approve the reaffirmation of
policies and employee hand book changes by C.Yunker , 2nd J.Kingston **Approved.**

G. 2026 Board Meeting Schedule (Appendix F)

A motion to approve the 2026 board meeting schedule as presented in the annual plan of work with the following changes – 2nd Tuesday of every month at 8:00am, March meeting changed to the 19th and no meeting in May was made by C.Yunker, 2nd J.Kingston **Approved**

H. Resolution 03-2026- Genesee River Watershed Coalition of Conservation Districts (Appendix G)

A motion was made to approve continued participation in the Coalition as Secretary by B.Hawley, 2nd J.Kingston **Approved**.

I. Resolution 04-2026- New York Green Resolution 04-2025(Appendix H)

A motion to approve J.Elliott to serve as representative to the NY Green BOD was made by C.Yunker, 2nd J.Kingston **Approved**.

IV. Open Projects and Staff Reports (Appendix I)

A. Open Projects reviewed by J.Elliott. Staff reports reviewed.

V. Financial Reports

A. Bank Statements Approval

A motion was made to approve bank statements for December 2025 by J.Kingston, 2nd B.Hawley **Approved**.

B. Treasurer's Reports (Appendix J)

A motion to approve the treasurer's reports as presented was made by C.Yunker , 2nd J.Kingston **Approved**.

C. Abstract Approval (Appendix K)

A motion was made to approve abstract #1 by C.Yunker, 2nd J.Hawley **Approved**.

VI. Unfinished Business

A. **Nothing to report**

VII. New Business

A. Audit report

J.Kingston said internal audit went well noting that the second page of bank statements should be signed by directors and manager.

B. Internship Program

J.Elliott asked directors for approval to advertise for a summer intern. A motion was made to approve advertising for a summer intern by J.Kingston, 2nd B.Hawley **Approved**.

C. Account for FLOWPA WQ35

A motion was made to approve opening a bank account for FLOWPA WQ35 by C.Yunker , 2nd B. Hawley **Approved**.

D. Proposal -Road Salt Reduction Equipment Program (Appendix L)

J.Elliott reviewed an opportunity to help with salt reduction on roads. A motion was made to approve using Part C funds to supports Highway departments win the County to purchase plow blades with a match up to \$3,000.00 by C.Yunker, 2nd J.Kingston **Approved**.

E. Water Quality Symposium

A motion was made to approve staff to attend training at WQS and hotel stay by J. Kingston, 2nd B.Hawley Approved.

F. New Director

A discussion of the vacation director was made.

VII. Reports

A. NYSSWCC: V.DiGiacomo – reviewed the attached report. (Appendix M)

B. NRCS: H.Eisele- H.Eisele reviewed the attached report. (Appendix N)

C. FISH & WILDLIFE- C. Yunker – Nothing to report at this time.

D. COUNTY LEGISLATURE: - C. Yunker, B.Hawley

C.Yunker said the legislature had a reorganization meeting and received a ten million dollar grant towards a water project and City of Batavia received a twelve million dollar grant towards wastewater improvements.

E. CHAIR: D.Phelps-

D.Phelps said thanks again and is looking forward to a new year with Soil & Water.

VIII.

Date of Next Meeting – Tuesday February 10,2026

Meeting Adjourned: Meeting adjourned at 9:45am

by B.Hawley ,2nd by C.Yunker **Approved.**

Recording Secretary: Laura Bestehorn

Minutes are not official until approved at the February 10th,2026 meeting.

Chair: _____ Approved ____

Attachments: Appendices A-N