

**Ontario-Wayne Stormwater Coalition  
Minutes**

**December 15, 2020**

*Due to the COVID19 Disruption this meeting was held via Zoom*

**PRESENT:**

Coalition Voting Members / Alternates

Town of Farmington – **Dan Delpriore**, *Don Giroux*

Town of Macedon – **Scott Allen**

Town of Ontario – **Adam Cummings**

Town of Victor – **Keith Maynard**, *Al Benedict*

Town of Walworth – **Linda Kleeman**, *Scott Bryson (Walworth Town Board)*

Ontario County Highway – **Tim McElligott**

Wayne County Highway - **Brian Frey**

Village of Victor - **John Turner**

**ABSENT:**

None

Other Attendees: Kim Boyd-BME Associates, Alaina Robarge-OCSWCD, Diana Thorn-OCSWCD, Luke Scannell-DEC.

Chairman Cummings called the meeting to order at 9:30am

**MINUTES**

The October minutes were reviewed – no comments were made.

**Motion to accept and approve the October minutes.**

**Made by Keith Maynard, seconded by Brian Frey**

**All in favor; Carried.**

**OLD BUSINESS**

**a. Alaina Robarge Conservation District Educator Update**

- Alaina reported that she has been updating the OWSC Facebook page. She reminded the group to send her pictures of stormwater BMPs for her to use in future posts.
- Alaina reported that she priced printing and laminating for the restaurant poster. Staples was extremely expensive so she eliminated them as an option. She reported that QuickPrint in Canandaigua could do 125 posters for the \$200 approved at the last meeting. She asked the group if they want to stay with the \$200 and get 125 laminated posters or if they would like to allocate additional funds for more posters.

**Motion to approve spending up to \$300 for as many printed and laminated restaurant posters as possible.**

**Made by Dan Delpriore, seconded by Brian Frey.**

**All in favor; carried.**

\*\*The Village of Victor's FOG local law was shared with the group. John explained that it was developed in conjunction with personnel from the City of Rochester. Questions should be directed to John Turner.

**b. Luke Scannell, DEC**

- Luke reported that there are no updates from DEC but he is happy to answer any questions. He stated that they are still working on the updates to the Design Manual and that they are still waiting for the new permit to be finalized.
- Adam asked if DEC is working remotely. Luke responded that they are mostly working remotely but are in the office occasionally as safety allows. They are not currently conducting any audits. Adam reminded all members to continue being diligent with requirements.
- Luke stated that he anticipates that DEC will schedule additional audits once it becomes safe to conduct them (possibly late summer or next fall) to catch up from this year. Adam suggested that the Coalition use the first several meetings of 2021 to discuss ways the members can be prepared for possible audits in 2021.

**c. Kim Boyd BME Update**

- Kim reported that she would like to reconvene the strategic plan committee in 2021 to review the plan and prepare for when the Coalition can be more active.

**d. Committee Reports**

No committee meetings were held. Adam suggested that the committees plan to reconvene via Zoom / Go to Meeting in 2021.

**e. COVID19 Impacts**

- Adam reminded everyone that the 2021 budget will be the same as the 2020 budget. This budget has already been reduced to bare bones. Adam further stated that the dues will remain the same but that the invoice will show a COVID19 credit/refund due to the limited activity of the Coalition this year.
- Brian stated that the annual report data will reflect the reduction in activities and Luke stated that municipalities should accurately report their activity. DEC is expecting the decreased activity due to COVID19.

**f. Draft Website:**

- Adam displayed the draft website as Alaina spoke. Alaina explained that this draft website is developed in Wix which she uses for several other websites. She explained that Wix is \$18/month or \$13/month with a 3 year commitment. OWSC currently pays \$105 per quarter. The annual domain name fee will continue to be \$25. Alaina reported that the Coalition could purchase additional domains (.gov, .com etc.) for \$25/year each. It was determined that this is not necessary. Alaina has reached out to the current website hosting vendor (MST) to investigate porting material over to a new website. Discussion was had about whether to pay for the first quarter with the current vendor or to push to get the new website ready to go live January 1. Many members expressed positive comments about the draft and the cost savings.

**Motion to approve transitioning to the new website before January 1<sup>st</sup>, including the 3 year pricing with Wix and Alaina's time to make the change.**

**Made by Dan Delpriore, seconded by Adam Cummings.**

**All in favor; carried.**

**NEW BUSINESS**

The BME Professional Services Contract for MS4 Consultation Services 2021 was presented for consideration. It has not changed from 2020 so it is in alignment with the budget. Kim reported that she would like to focus on the strategic plan and the annual report in 2021.

**Motion to approve signing the submitted BME contract for 2021.**

**Made by Dan Delpriore, seconded by Brian Frey.**

**All in favor; carried.**

**BILLS TO BE PAID**

- a. BME \$750.00
- b. OCSWCD \$1,462.50

**Total bills for December = \$2,212.50**

**Motion to pay bills as submitted excluding the MST 1<sup>st</sup> quarter website hosting bill originally submitted.**

**Made by Keith Maynard, seconded by John Turner.**

**All in favor, Carried**

## **TREASURER'S REPORT**

October bank account data:

Beginning Balance: \$80,619.52

Interest earned= \$2.64

Deposits=\$0.00

Withdrawals=\$0.00

Ending Balance: \$ 80,622.16

November bank account data:

Beginning Balance: \$80,622.16

Interest earned= \$2.70

Deposits=\$0

Withdrawals=\$836.25

Ending Balance: \$79,788.61

Bills paid in October:

- a. BME - \$206.25
- b. OCSWCD - \$525.00
- c. MST - \$105.00

**Total Bills paid: \$836.25**

**Bank Account is Reconciled through November 30, 2020**

**Motion to approve the Treasurer's Report.**

**Made by Brian Frey, seconded by Adam Cummings.**

**All in favor; Carried**

## **ADJOURNMENT**

**Motion to adjourn at 10:04am.**

**Made by Keith Maynard, seconded by Dan Delpriore**

**All in favor; Carried.**

***The next meeting will be February 16<sup>th</sup> at 9:30am. Call in instructions / Location will be announced closer to this date.***

Diana Thorn, Recording Secretary