

**Ontario-Wayne Stormwater Coalition
Minutes
December 21, 2021
Meeting held at OCSWCD 480 N Main St Canandaigua, NY 14424**

PRESENT:

Coalition Voting Members / Alternates
Town of Farmington – **John Weidenbomer**
Town of Ontario – **Adam Cummings**
Town of Victor - **Keith Maynard II**, *Adam Ryczek*
Village of Victor - **John Turner**
Wayne County Highway - **Brian Frey**
Ontario County Highway – **Tim McElligott**

ABSENT:

Town of Macedon - **Scott Allen**
Town of Walworth – **Norm Druschel**, *Linda Kleeman*

Other Attendees: Alaina Robarge-OCSWCD, Diana Thorn-OCSWCD, Kim Boyd-BME,
Luke Scannell and Cecelia McAuliffe-DEC

CALL TO ORDER

Chairman Cummings called the meeting to order at 9:32am.

MINUTES

The October minutes were reviewed – no comments were made.

Motion to approve the October minutes.
Made by Keith Maynard, seconded by John Turner.
All in favor; Carried.

OLD BUSINESS

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

Alaina had nothing new to report.

b. Luke Scannell DEC

Luke reported that the updated MS4 permit will be available for public comment in mid-January. He asked that Coalition members please review it and comment. He asked that reviewers comment about things they like and about aspects that they believe may be too stringent or difficult to achieve/maintain.

Luke reported that DEC is finishing up 4 audits in Monroe County (Village of Brockport, Village of Webster, Village/Town of East Rochester, and Town of Penfield). Luke stated that there are three municipalities (Town of Macedon, Town of Walworth, and Village of Victor) in the OWSC that have not been audited recently. DEC will be auditing 2 of them in the first quarter of 2022. Luke will send out a letter in early January notifying those two municipalities of the upcoming audit.

c. Kim Boyd, BME

Kim had nothing new to report.

d. Committee Reports:

- i. Brochures (Scott, Alaina, and Keith) - Alaina asked the committee to commit to meeting in January to review the emptying pools/spas brochure and to plan next steps. Anyone interested in joining this committee please email Alaina.

Coalition members reported that the pet waste brochure has been well received. Alaina shared that she has more pet waste bag dispensers if anyone needs them.

- ii. Awards/Business Connections (Keith, Tim, Adam, and Kim) - It was decided to eliminate this committee at this time.
- iii. Strategic Plan (Brian, Tim, Keith, Norm, Adam, and Kim) - This committee will meet in January to review the plan and set new priorities for 2022. Kim will send an email to setup a meeting to take place in Victor. Adam will join this committee.
- iv. Scholarship Committee – This new committee will develop the requirements for the scholarship and set a budget. This committee will include Kim, John T, and Tim.

NEW BUSINESS

Annual IDDE training – Please contact Alaina to schedule.

Alaina will lead this session in Victor and it will be recorded. The recording will be shared for Coalition members that would like to use a remote option for training.

Please let Alaina know how your municipality will be training in 2022.

Annual Plan Review – Kim reminded everyone that January is a good time to review your annual plan and make sure that you are making progress on any goals included in the plan.

Pre-Audit Reviews – The 2022 budget includes funds to pay Kim/BME to work with each member on a review of plans/procedures/paperwork. Kim will begin scheduling these sessions which will be approximately one member per month. Village of Victor will be first in January.

Contracts – Contracts for services from BME and OCSWCD for 2022 need to be signed.

Motion to authorize Adam Cummings to sign contracts effective 1/1/2022 with BME and OCSWCD.

Made by Tim McElligott, seconded by Brian Frey.

All in favor; Carried.

Opportunities to co-sponsor recycling events – Tim initiated a discussion stating that he had met with representatives from Ontario County Sustainability and Solid Waste Management. They offer e-waste, household hazardous waste, and residential tire recycling events throughout the year that the Coalition could co-sponsor. Discussion was had and Tim will follow up with them to determine if there is a way that Wayne County residents could participate. Brian will ask Wayne County personnel if there is anything similar planned there.

Alaina reminded everyone that the Coalition has a Minimizing Household Waste brochure that could be updated and handed out at such events.

2022 Coalition Officers – Keith Maynard (current Vice-Chair) will ascend to Chair for a two year term. Adam Cummings will serve as Vice-Chair until or unless another Wayne County representative volunteers.

Slate:

Keith Maynard, Chair

Adam Cummings, Vice-Chair

All in favor; Carried.

BILLS TO BE PAID

- a. BME Associates \$260.00
- b. OCSWCD \$650.00

Total bills = \$910.00

**Motion to approve paying the bills as submitted.
Made by Brian Frey, seconded by Keith Maynard.
All in favor; Carried.**

TREASURER'S REPORT

SAVINGS ACCOUNT:

October bank account data:
Beginning Balance: \$93,103.53
Interest earned= \$2.94
Deposits=\$0
Withdrawals=\$1,391.94
Ending Balance: \$91,714.53

CHECKING ACCOUNT:

October bank account data:
Beginning Balance: \$21.70
Interest earned= \$0.00
Deposits=\$1,391.94
Withdrawals=\$1,391.94
Ending Balance: \$21.70

November bank account data:
Beginning Balance: \$91,714.53
Interest earned= \$3.22
Deposits=\$0.00
Withdrawals=\$0.00
Ending Balance: \$91,717.75

November bank account data:
Beginning Balance: \$21.70
Interest earned=\$0.00
Deposits=\$0.00
Withdrawals=\$0.00
Ending Balance: \$21.70

Bills paid in October:

- a. BME - \$340.00
- b. OCSWCD - \$1,051.94

Total Bills paid: \$1,391.94

Bank Accounts are reconciled through November 30, 2021

**Motion to approve Treasurer's Report.
Made by John Turner, seconded by Tim McElligott.
All in favor; Carried.**

ADJOURNMENT

Motion to adjourn made at 10:10am.

Made by Adam Cummings, seconded by Keith Maynard.

All in favor; Carried.

***The next meeting will be February 15, 2022 at 9:30am at the OCSWCD Office 480 N Main St
Canandaigua.***

Diana Thorn, Recording Secretary



ONTARIO-WAYNE STORMWATER COALITION
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TREASURER'S REPORT
February 15, 2022

SAVINGS ACCOUNT:

December bank account data:
Beginning Balance: \$91,717.75
Interest earned= \$3.10
Deposits=\$0
Withdrawals=\$910.00
Ending Balance: \$90,810.85

CHECKING ACCOUNT:

December bank account data:
Beginning Balance: \$21.70
Interest earned= \$0.00
Deposits=\$910.00
Withdrawals=\$650.00
Ending Balance: \$281.70

January bank account data:
Beginning Balance: \$90,810.85
Interest earned= \$3.54
Deposits=\$20,000.00
Withdrawals=\$0.00
Ending Balance: \$110,814.39

January bank account data:
Beginning Balance: \$281.70
Interest earned=\$0.00
Deposits=\$0.00
Withdrawals=\$260.00
Ending Balance: \$21.70

Bills paid in December:

- a.** BME - \$260.00
- b.** OCSWCD - \$650.00

Total Bills paid: \$910.00

Bank Accounts are reconciled through January 31, 2022

Ontario-Wayne Stormwater Coalition
Ontario County SWCD
480 North Main Street
Canandaigua, NY 14424

Ontario Wayne Stormwater Coalition
Profit & Loss Budget vs. Actual

January 2022

	Jan 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Fund Balance	0.00	23,960.00	-23,960.00	0.0%
Interest Earned	3.54	40.00	-36.46	8.9%
MS4 Stormwater Coalit. Interest				
Total Interest Earned	3.54	40.00	-36.46	8.9%
2771 · MS4 Annual Dues	37,500.00	37,500.00	0.00	100.0%
Total Income	37,503.54	61,500.00	-23,996.46	61.0%
Expense				
Contractual				
.401A · MS 4 Expenses				
Admin-OCSWCD-minutes bookke...	0.00	5,000.00	-5,000.00	0.0%
Annual Report-BME	0.00	5,000.00	-5,000.00	0.0%
Audit	0.00	6,000.00	-6,000.00	0.0%
Consultant Meeting Attend-BME	0.00	2,500.00	-2,500.00	0.0%
DEC permit assistance-BME	0.00	4,000.00	-4,000.00	0.0%
Municipal Meetings-BME	0.00	1,500.00	-1,500.00	0.0%
Promotional Material	0.00	9,000.00	-9,000.00	0.0%
Public Education & Out-Educator	0.00	9,000.00	-9,000.00	0.0%
Sponsorship / Scholarship	0.00	3,000.00	-3,000.00	0.0%
Technical Assistance-BME	0.00	10,000.00	-10,000.00	0.0%
Three Year Strategic Planning	0.00	2,500.00	-2,500.00	0.0%
Training courses/materials	0.00	4,000.00	-4,000.00	0.0%
Webpage hosting (Layer 8)	0.00	0.00	0.00	0.0%
Total .401A · MS 4 Expenses	0.00	61,500.00	-61,500.00	0.0%
Total Contractual	0.00	61,500.00	-61,500.00	0.0%
Total Expense	0.00	61,500.00	-61,500.00	0.0%
Net Ordinary Income	37,503.54	0.00	37,503.54	100.0%
Net Income	37,503.54	0.00	37,503.54	100.0%