

**MINUTES OF THE ONTARIO-WAYNE STORMWATER COALITION  
WALWORTH TOWN HALL  
NOVEMBER 15, 2016**

**PRESENT:** Al Benedict-Town of Victor, Norm Druschel-Town of Walworth, Linda Kleeman-Town of Walworth, Brian Frey-Wayne County Highway, Elaine Borgeest-OCSWCD, Kurt Rappazzo-MRB Group, Marilee Stollery-Town of Ontario, Mike Simon-BME, Scott Allen, Mary Steblein-Labelle Associates, and Kim Boyd-BME.

Chairman Druschel called the meeting to order at 9:33 am.

**MINUTES**- October 18, 2016 meeting minutes tabled until the December 13, 2016 meeting.

**INTERN**-Kim Boyd has spoken to Bruce Gilman regarding an intern for 2017; Mike Simon will research the resumes that BME receives, Kurt Rappazzo will do the same. Mike suggested that the HR department of the respective engineering firms to ensure that the resumes can be passed along. Mike Simon will also research Craigslist for possible interns. PJ, Scott and Kim will be on the interview committee with Al Benedict serving as a substitute. Interviews should take place in March with the intern beginning in early May.

**ANNUAL REPORT STATISTICS**-Kim Boyd reviewed the annual report statistics with everyone; (see attached item # 1). Kim expressed the importance of facilitating awareness of the coalition to all the members. List serves, training, public outreach are some of the key items that need to be addressed. Mike Simon felt that an increase in all areas would be beneficial if there is a DEC or EPA audit. Kim suggested that Jayme Bruscharde-Thomann attend municipal Planning Board meeting within the coalition; BME can do a lunch & learn and a newsletter can be sent to residents in the spring and fall. The new permit will have increased requirements that the members will have to address. Kim will contact each member individually to go over their needs as part of the annual report statistics.

**NEW PERMIT**-Kim reviewed some highlights/changes for the new permit; specific requirements for training, catch basin cleaning, outfall inspections and pollution prevention and housekeeping. Kim stated that DEC endorses that SWCD's to do the training for SWPPP reviews, soil and water construction site inspections and post construction inspections; Mike Simon stated that BME could do the trainings if they become certified, if they are permitted to become certified they would not charge the coalition members to attend; Kim will contact DEC to verify if that is possible. BME will provide the comments on behalf of the coalition members for the new permit.

**WEBSITE**-Elaine is to contact Managed Services Team representative to attend the January coalition meeting (BME office) to discuss updating/redesigning the website.

**2017 BUDGET REVIEW**-Brian Frey reviewed the draft budget with everyone. After a lengthy discussion, Brian will update the budget and will send it out to everyone. It is imperative that everyone attend the December 13, 2016 meeting to

**adopt the budget for 2017. The meeting date was changed from December 20, 2016 to December 13, 2016 at the Walworth Town Hall.**

**TREASURER REPORT-Tabled until the December 13, 2016 meeting.**

**BILLS**

**Motion: Brian Frey seconded by Scott Allen**

**Resolved: The bill from BME in the amount of \$1,355.00 is approved.**

**All yes, carried.**

**ADJOURNMENT**

**Motion: Marilee Stollery seconded by Scott Allen**

**Resolved: The meeting was adjourned at 11:00 am.**

**All yes, carried.**

**The next meeting will be December 13, 2016 at 9:30 am at the Walworth Town Hall.**

**The January 17, 2017 meeting will be at the BME office at 9:30 am.**

---

**Elaine Borgeest, Recording Secretary**