

**MINUTES OF THE ONTARIO-WAYNE STORMWATER COALITION
VICTOR TOWN HALL
APRIL 16, 2019**

PRESENT: Linda Kleeman-Town of Walworth, Norm Druschel-Town of Walworth, Daniel Kenney-BME Associates, Megan Webster-OCSWCD, Diana Thorn-OCSWCD, Al Benedict-Town of Victor, Brian Frey-Wayne County Highway, John Berry-Ontario County Highway.

Chairman Frey called the meeting to order at 9:35 am.

MINUTES

The March minutes were reviewed – no comments were made.

Approval of Minutes TABLED until May meeting due to the lack of a quorum.

OLD BUSINESS

1. CAUSEWAVE

Kim provided the following update via email to Megan Webster:

It appears that overall the Coalition approved \$2,000 for the survey and \$850 for the marketing/communications plan.

From the minutes it appears we have received the following bills:

\$425 Marketing/Communications Plan
\$587.50 Portion of Survey
\$1,500 Survey & Marketing Communications Plan

This does leave a balance of \$338. I will touch base with Elizabeth to figure out how much more time she estimates for us to finish evaluating the survey and completing the marketing/ communications plan. The remaining time may be billed to the \$2,550 grant that we received.

If she anticipates that more time is needed that will exceed the grant funds, we will provide an estimate at the next Coalition meeting for approval.

Next meeting to review the survey data is April 29th. There was a good response to the survey and we seem to be getting good results. It seems likely that this information will be very useful in directing future outreach.

2. INTERN POSITION

Megan reported that she, John and Scott interviewed 5 candidates (three via Skype and two in person). They were all impressive candidates. Caitlyn Murney was chosen and she has accepted the position. Caitlyn was chosen because of her strong general knowledge, her

focus, and her initiative. Caitlyn studied at FLCC and then went on to SUNY Potsdam where she is currently finishing her Junior year. She has field experience (mapping and removal of invasive species) and good computer skills (ARC GIS, GPS). Caitlyn will be able to earn college credit for the work she does for the Coalition. Her family home is in Geneva and she has a vehicle to use for the summer. She will start May 20th.

Megan is working on a schedule for Caitlyn. Megan asks that Coalition members that are able to take Caitlyn on a last minute basis if there is a scheduling issue, please let her know so that she can redirect Caitlyn if a scheduling issue should arise. The schedule will be emailed later today. Additionally, if a situation should arise where the Coalition does not have work for the Intern, either Ontario County or Wayne County SWCD will try to fill the time.

3. ALAINA UPDATE

Alaina sent the following information regarding pricing for storm drain markers and adhesive:

Duracast #SDF das Storm Drain Markers: 100 @ \$2.50 ea = \$250
Das RS-222-5 Adhesive: 8 @ \$5.99 ea = \$47.92

This will be discussed at the next meeting with a quorum present so that a motion to purchase can be made. Plan to discuss signs again next month as well.

4. ANNUAL REPORT

Dan reported that Kim has reached out to members that she has not heard from. She will complete the report when she has everyone's information. She reports that she is on track to be able to submit the report on time this year.

NEW BUSINESS

1. Al asked about the audit of the Coalition from last fall. Brian will email the report to all. Findings suggested that some language in the Inter Municipal Agreements needs to be changed. A decision needs to be made as to whether that happens now and all of the agreements are amended and redistributed for new signatures or if this is held until the next time the agreements need to be renewed (2023).
2. Al asked about the list of projects that was generated last fall. He was wondering if the group should pick a project from that list and move forward with it as we currently have funds available.
3. Megan introduced Diana Thorn as the new Secretary / Treasurer at the Ontario County Soil & Water Conservation District.
4. Brian asked Megan about Tire Recycling programs and ewaste programs. Megan will reach out to Lindsay at Wayne County Soil & Water to share information. Discussion also included events for agriculture chemical waste and agriculture plastic. Brian

suggested that the Coalition could sponsor these types of events. More discussion on scheduling a program next meeting.

5. Megan shared with the group that the District is doing rain barrel workshops that have been extremely popular and successful. The Coalition may want to consider a rain barrel event as well.
6. Megan shared that there will be a 4hr ESC course May 2nd at the Victor Town Hall. The registration form is available on our website ocswcd.digitaltowpath.org and can be emailed to diana.thorn@ontswcd.com.

TREASURER'S REPORT

March bank account data:

Beginning Balance: 102,875.63 Ending Balance: \$97,681.87

Interest earned= \$5.24

Bills paid= \$5,199

Approval of the Treasurer's Report TABLED until May meeting due to the lack of a quorum.

BILLS TO BE PAID

Bills: There are 3:

Town of Walworth - \$300 reimbursement for 4hr ESC Course

Causewave - \$587.50 Survey support

Causewave - \$1,500 Staff time for survey and marketing & communications plan work

Total Bills for April= \$2,387.50

Approval of Bills to be Paid TABLED until May meeting due to the lack of a quorum.

ADJOURNMENT

10:24am

No motion due to lack of quorum

The next meeting will be held at the Walworth Town Hall on May 21st at 9:30am.

Diana Thorn, Recording Secretary