

**MINUTES OF THE ONTARIO-WAYNE STORMWATER COALITION  
VICTOR TOWN HALL  
FEBRUARY 21, 2017**

**PRESENT:** Al Benedict-Town of Victor, Norm Druschel-Town of Walworth, Linda Kleeman-Town of Walworth, Charlie DeMinck-Town of Ontario, Brian Frey-Wayne County Highway, Elaine Borgeest-OCSWCD, Kurt Rappazzo-MRB Group, Ken Wilson-Town of Victor, Jim Morse-Town of Farmington, Don Giroux-Town of Farmington, Chris Hotto-WCSWCD, PJ Emerick-OCSWCD, Kim Boyd-BME, John Berry-Ontario County Highway and Mary Steblein-LaBella Associates.

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

**MINUTES-** Chairman Druschel asked for any comments or corrections to the January 17, 2017 meeting minutes; since there were none, the following motion was offered:

**Motion:** Brian Frey seconded by Ken Wilson

**Resolved:** The minutes of January 17, 2017 are accepted as read.

All yes, carried.

**WEBSITE QUOTE-MANAGED SERVICE TEAM-**Chairman Druschel asked for any comments on the quote for the website upgrade; Kim and Kurt both felt it was fine, however, Kurt would like the coalition specify who would be working with Managed Services Team through the update and who will be maintaining it (website) once it is done. PJ asked if there were any other quotes; Chairman Druschel said there were no other quotes requested. Brian Frey and others were satisfied with the quote and felt their concerns were answered at the last meeting when the representative from MST was in attendance. Chairman Druschel stated that he would like to see a counter on the website. It was decided that Elaine work with MST with assistance from Kurt Rappazzo, if needed to update the website going forward.

**Motion:** Ken Wilson seconded by Charles DeMinck

**Resolved:** The OWSC accepts the quote provided by Managed Services Team in the amount of \$2,285.00 including the advanced deposit of \$700.00.

All yes, carried.

**DISCUSSION ON MEETING HELD ON 2/2/2017-**Chairman Druschel reflected on the meeting held on February 2, 2017 with PJ, Brian, Ken, Scott, Norm, Linda and Jayme to discuss the future of the coalition. PJ explained that the IMA should be reviewed; it will need to be renewed in January 2018; the members should look back and understand what the agreement represents and how we are to comply with the mandates from the State. The six minimum measures should be adhered to and reported on; Edith will continue with the public education and outreach. BME would continue to provide the annual report documents. Public participation would consist of the website updates. IDDE is a service that BME, OCSWCD or WCSWCD can provide. A grant could be written for a piece of equipment; if it will be a WQIP grant the funding is required upfront; the OWSC needs to have enough money to fund the project from the beginning until it is reimbursed. The OCSWCD can provide site inspections for the construction site run off control. BME or any engineer can provide the post construction Stormwater management. Edith can

provide pollution prevention control/good housekeeping with municipalities in the coalition. PJ has concerns over the mini-grant program; from an auditor perspective, should we be doing it and is it a proper expenditure of public funds. He feels that paying for an intern would be a better use of the money; and at some point the coalition may want an employee to handle the six minimum measures. Duties can be assigned to different agencies-Jayne Bouchard-Thomann from GFLRPC can do the bulk of the six minimum measure duties free of charge. Elaine does the financial aspects of the coalition. PJ felt that Jayme should attend a meeting and outline her services. He also stated that possibly a sub-committee should be formed to review the six minimum measure problem areas. Ken Wilson suggested that some of the fund balance be used for auditing. He also felt it was a good idea to have Jayme from GFLRPC attend a meeting outlining her services. Brian Frey suggested putting the members on one mapping source, perhaps through a grant. He felt the coalition has gone stagnate over the last year; more work needs to be addressed involving education outreach. John Berry felt that municipal employees training options are needed, Kurt Rappazzo agreed. PJ reminded everyone that the western New York Stormwater training series is coming up. PJ said there will be a couple trainings for the new MS4 permit. Chairman Druschel said someone should prepare a checklist when the new MS4 permit is out. PJ said there will be a MS4 permit update class at the WQS in March. The CDEA is promoting a NYS ESC certification as opposed to the national CPESC, they are working with DEC. There are trainings being updated for the 2 hour SMO's and there is presently an updated 4 hour course. Chairman Druschel would like to see credits applied to CEO's for attending 4 and 2 hour courses. It was decided that the discussion on the fee schedule will be tabled until a later time. The meeting schedule was discussed; Chairman Druschel felt we should keep the same number of meetings for now as one of the six minimum measures should be discussed at every meeting along with direction on the new permit. Jim Morse asked if anyone has gotten a FEMA map update; no one has. Brian Frey felt that the coalition funds should not be spent outside the boundaries of the coalition. Chairman Druschel said there should be works plans available for the intern. Kim Boyd will talk to PJ regarding the interns and an interview process and date will be set. Chairman Druschel asked everyone to look in the toolbox on the website and review the content. Kurt Rappazzo stated that Items 1 and 2 of the minimum measures and training needs are the most important issues at this time. Everyone was in agreement that at the next meeting Jayme from GFLRPC be in attendance to review her services along with a mapping program, mini grants to be discussed and MS4 partner roles and responsibilities be discussed.

**ANNUAL REPORT**-Kim Boyd stated the reporting period ends March 9<sup>th</sup>, April 13<sup>th</sup> is the deadline to BME, report posted on the website May 18<sup>th</sup> for comments, submitted on May 26<sup>th</sup> with a June 1<sup>st</sup> deadline.

### **BILLS-**

**Motion:** Ken Wilson seconded by John Berry

**Resolved:** The following bills are approved for payment: Managed Services Team-\$105.00 and \$25.00 (previously paid).

All yes, carried.

**TREASURER REPORT-**

**Motion: Brian Frey seconded by Ken Wilson**

**Resolved: The treasurer report for January 31, 2017 in the amount of \$100,345.67 is approved.**

**All yes, carried.**

**ADJOURNMENT-**

**Motion: Ken Wilson seconded by John Berry**

**Resolved: The meeting is adjourned at 10:50 am.**

**All yes, carried.**

**The current IMA agreement is attached to the minutes and has been emailed to the members of the coalition.**

**Chairman Druschel announced that Mike Simon is no longer with BME and has moved to LaBella.**

**The next meeting will be held on March 21, 2017 at 9:30 am at the Walworth Town Hall.**

**Elaine Borgeest, Recording Secretary**