

**Ontario-Wayne Stormwater Coalition
Minutes
October 19, 2021
Meeting held at OCSWCD 480 N Main St Canandaigua, NY 14424**

PRESENT:

Coalition Voting Members / Alternates

Town of Farmington –**John Weidenbomer**

Town of Macedon - **Scott Allen**

Town of Victor - **Keith Maynard II**, *Al Benedict, Adam*

Village of Victor - **John Turner**

Wayne County Highway - **Brian Frey**

Ontario County Highway – **Tim McElligott**

ABSENT:

Town of Ontario – **Adam Cummings**

Town of Walworth – **Norm Druschel**, *Linda Kleeman*

Other Attendees: Alaina Robarge-OCSWCD, Megan Webster-OCSWCD, Diana Thorn-OCSWCD. Kim Boyd-BME (via speaker phone)

Vice Chairman Maynard called the meeting to order at 9:30am.

MINUTES

The August minutes were reviewed – no comments were made.

Motion to approve the August minutes.

Made by John Turner, seconded by Brian Frey.

All in favor; Carried.

OLD BUSINESS

a. Alaina Robarge Conservation District Educator Update

Alaina reported that she represented the Coalition at the Farmers Market in Walworth on August 31st. She said that they had a good turn out and she spoke to many people.

Alaina reported that she setup a table at the Macedon Lumberjack Festival on September 11th and 12th. Adam Cummings represented the Coalition at the table on Saturday and Alaina monitored the table on Sunday.

Alaina reported that Keith Maynard represented the Coalition at Hang Around Victor Day September 18th. He set up the watershed model and spoke to many people. Keith reported that it went well.

b. Kim Boyd, BME

Kim reported that she researched the possibility of the Coalition sponsoring a scholarship at FLCC based on discussions that the Strategic Plan committee had. The idea was to have students generate ideas for a new interactive display that can be used at community events and/or to have students generate ideas for a new slogan for the Coalition. Kim shared that FLCC has two levels of scholarships: a named scholarship with a minimum of \$1,000 or an anonymous one with a minimum of \$500. Kim shared that the budget committee is recommending funding for these scholarships in the 2022 draft budget. If approved, the Coalition will need to create a document detailing the terms of the scholarship and FLCC staff will share it with students.

c. Committee Reports:

- i. Brochures (Scott, Alaina, and Keith) Alaina stated that she has started working on a brochure for people who need to empty their pool or spa. She has also had the restaurant poster translated into Spanish. The document is on the website or you can contact Alaina if you need it.
- ii. Awards/Business Connections (Keith, Tim, Adam, and Kim) This committee did not meet.
- iii. Strategic Plan (Brian, Tim, Keith, Norm, and Kim) This committee did not meet.
- iv. Budget Committee (Brian, Keith, Dan, Tim, Kim, and Diana) – This committee met September 29th. The minutes and draft budget were sent with the meeting packet. Keith started the discussion explaining that the budget committee discussed the 6 meetings per year versus 12 and agreed to stay with the 6 meetings per year. They also recommend that committees meet during the off month. Each committee has either Alaina or Kim to organize these meetings.

Keith reviewed the draft budget highlighting the increase in training funds to \$500 per municipality, and the increase in promotional materials so that supplies can be replenished as needed and scholarships can be funded. He also pointed out the increase in the BME technical assistance line to cover the cost of having Kim help each municipality get paperwork and procedures in order in an effort to begin preparing for potential audits. The OCSWCD lines were increased to fund services provided by Alaina, Megan, and Diana.

**Motion to approve the 2022 Budget as submitted by the Budget Committee.
Made by Scott Allen, seconded by Brian Frey.**

All in favor; Carried

NEW BUSINESS

Alaina shared that OCSWCD is offering the DEC 4hr Erosion and Sediment Control course on December 2nd. The link to register will be included with the draft minutes email.

BILLS TO BE PAID

- a. BME Associates \$340.00
- b. OCSWCD \$1,000.00
- c. OCSWCD \$51.94 (supplies for drain marker installation kits)

Total bills = \$1,391.94

**Motion to approve paying the bills as submitted.
Made by Tim McElligott, seconded by John Turner.
All in favor; Carried.**

TREASURER'S REPORT

SAVINGS ACCOUNT:
August bank account data:
Beginning Balance: \$95,757.16
Interest earned= \$3.31
Deposits=\$0
Withdrawals=\$2,660.00
Ending Balance: \$93,100.47

CHECKING ACCOUNT:
August bank account data:
Beginning Balance: \$16.70
Interest earned= \$0.00
Deposits=\$2,660.00
Withdrawals=\$2,625.00
Ending Balance: \$51.70

September bank account data:
Beginning Balance: \$93,100.47
Interest earned= \$3.06
Deposits=\$0.00
Withdrawals=\$0.00
Ending Balance: \$93,103.53

September bank account data:
Beginning Balance: \$51.70
Interest earned=\$0.00
Deposits=\$0.00
Withdrawals=\$30.00
Ending Balance: \$21.70

Bills paid in August:
a. BME - \$1,400.00

- b. OCSWCD - \$1,125.00
- c. Town of Victor - \$100.00
- d. Macedon Lumberjack Festival - \$30.00

Total Bills paid: \$2,655.00

Bank Accounts are reconciled through September 30, 2021

**Motion to approve Treasurer's Report.
Made by Keith Maynard, seconded by Scott Allen.
All in favor; Carried.**

ADJOURNMENT

**Motion to adjourn made at 9:47am.
Made by Scott Allen, seconded by John Turner.
All in favor; Carried.**

***The next meeting will be December 21, 2021 at 9:30am at the OCSWCD Office 480 N Main St
Canandaigua.***

Diana Thorn, Recording Secretary



ONTARIO-WAYNE STORMWATER COALITION
WWW.OWSC.ORG

TREASURER'S REPORT
December 21, 2021

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

2:28 PM
12/16/21
Accrual Basis

Ontario Wayne Stormwater Coalition
Profit & Loss Budget vs. Actual
January through November 2021

	Jan - Nov 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Fund Balance	0.00	4,860.00	-4,860.00	0.0%
Interest Earned				
MS4 Stormwater Coalit. Interest	40.91	40.00	0.91	102.3%
Total Interest Earned	40.91	40.00	0.91	102.3%
2771 - MS4 Annual Dues	30,000.00	37,500.00	-7,500.00	80.0%
Total Income	30,040.91	42,400.00	-12,359.09	70.9%
Expense				
Contractual				
.401A - MS 4 Expenses				
Admin- OCSWCD Manager	50.00			
Admin-OCSWCD-minutes bookkee...	1,575.00	4,000.00	-2,425.00	39.4%
Annual Report-BME	2,780.00	4,675.00	-1,895.00	59.5%
Audit	0.00	6,000.00	-6,000.00	0.0%
Consultant Meeting Attend-BME	455.00	2,500.00	-2,045.00	18.2%
DEC permit assistance-BME	0.00	3,965.20	-3,965.20	0.0%
Municipal Meetings-BME	0.00	1,500.00	-1,500.00	0.0%
Promotional Material	3,696.24	3,625.80	70.44	101.9%
Public Education & Out-Educator	4,450.00	7,000.00	-2,550.00	63.6%
Public Education & Outreach-BME	0.00	0.00	0.00	0.0%
Technical Assistance-BME	600.00	4,000.00	-3,400.00	15.0%
Three Year Strategic Planning	840.00	2,500.00	-1,660.00	33.6%
Training courses/materials	1,200.00	2,400.00	-1,200.00	50.0%
Webpage hosting (Layer 8)	234.00	234.00	0.00	100.0%
Total .401A - MS 4 Expenses	15,880.24	42,400.00	-26,519.76	37.5%
Total Contractual	15,880.24	42,400.00	-26,519.76	37.5%
Total Expense	15,880.24	42,400.00	-26,519.76	37.5%
Net Ordinary Income	14,160.67	0.00	14,160.67	100.0%
Net Income	14,160.67	0.00	14,160.67	100.0%