

**Ontario-Wayne Stormwater Coalition  
Minutes  
April 19, 2022  
Meeting held at OCSWCD 480 N Main St Canandaigua, NY 14424  
and remotely via Go to Meeting**

PRESENT:

Coalition Voting Members / Alternates

Town of Farmington –**John Weidenbomer**

Town of Macedon - **Scott Allen** (remote)

Town of Victor - **Keith Maynard II**, *Adam Ryczek*

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

Village of Victor - **John Turner**, *Todd Smith*

Wayne County Highway - **Brian Frey**

ABSENT:

Town of Ontario – **Adam Cummings**

Ontario County Highway – **Tim McElligott**

Other Attendees: Alaina Robarge-OCSWCD, Diana Thorn-OCSWCD. Kim Boyd-BME, Luke Scannell-DEC (remote), Lindsey Gerstenslager-WCSWCD

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

**MINUTES**

The February minutes were reviewed – no comments were made.

**Motion to approve the February 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 received the Managing and Minimizing Household Waste rack cards and she will be distributing them to member municipalities.

Alaina also reported that she and Keith Maynard will be doing a Victor Central Schools PTSA Science Fair on Saturday.

**b. Luke Scannell, DEC**

Luke reported that the audit of the Town of Walworth resulted in a marginal rating. Luke pointed out that when a municipality like the Town of Walworth has small urbanized areas they are not required to apply the permit to the entire municipality. MCMs 1, 2, 4, and 5 should extend to the entire municipality, but MCMs 3 and 6 are voluntary. The municipality can designate whether or not they are including areas outside the MS4 urbanized area in their plan. An audit only covers areas designated in the MS4's SWMP plan. Luke also explained that if your facilities (i.e. highway barn) are in your MS4 plan, they can be audited. If you have a facility outside of the MS4 designated area you need an MSGP. This will change with the new permit.

In reference to the new permit, Luke reported that public comments are being reviewed. He does not have a specific date for the new permit at this time.

**c. Kim Boyd, BME**

Kim reported that she has received all of the individual annual reports. Each municipality should have theirs on their website at this time. Please forward any comments on to Kim. Kim is currently working on the joint annual report. She plans to have it completed next week. She will forward it to Alaina to put on the OWSC website and she will forward it to each municipality. Again, return comments to Kim as soon as possible.

Kim shared several tips based on the recent audits in the Village of Victor and the Town of Walworth.

- Invite all personnel that help with the plan to the audit.
- Be sure to have regular meetings with all who are involved in the MS4 plan.
- At your highway facility, check your outfalls and storage areas. Make sure compost piles are protected and do not directly discharge to a wetland or waterbody.
- Add spill containment kits to your highway garage and fueling stations.
- At your highway facility, if you wash trucks, make sure that the rinse water goes to the sanitary sewer. If you have the rinse water going to a septic tank, you need a ground water permit from DEC.

Kim will be emailing members about starting a training meeting in the odd numbered months. She has two topics so far (identifying pollutants of concern and identifying a message – planning session, and a back to basics training on classifying outfalls) members can choose whether or not to participate.

**d. Committee Reports:**

- i. Brochures (Scott, Alaina, and Keith) Alaina distributed the managing and minimizing household waste rack cards. This committee will meet in the afternoon of May 18<sup>th</sup> to start on the pools and spas card.

- ii. Strategic Plan (Brian, Tim, Keith, Norm, and Kim) Kim will be scheduling a meeting for this committee soon.
- iii. Scholarship (Kim, John T. Tim) Kim reported that the scholarship information has been submitted to FLCC. They will determine if there is any student interest and let Kim know.

## **NEW BUSINESS**

- a. Online/Webinar Training Solutions
- b. Mapping and Inspection software discussion

The above two items were tabled until June when Adam Cummings can lead the discussion.

- c. Chip clips

Alaina mentioned that some municipalities are asking for more chip clips. She priced them and estimates that 1,000 would be about \$1,900. A request for coloring books was also made. Alaina estimates that 600 would be about \$1,200.

**Motion to approve purchase of chip clips and coloring books not to exceed \$3,100.**

**Made by John Turner, seconded by Norm Druschel.**

**All in favor; Carried.**

- d. Website

Based on feedback from the recent DEC audits, Alaina will be creating and posting a slide show of past events for the website.

- e. Event in Victor

John Turner shared that Victor Hiking Trails is having a celebration on June 4<sup>th</sup> that is expected to draw hundreds of people. OWSC could have a table and pass out pet waste bag dispensers etc. He will forward the information to Alaina.

- f. WCSWCD

Lindsey reported that WCSWCD is planning three recycling events later this year. E-waste, household hazardous waste, and residential tires will be collected. Pre-registration will be required and will be available on their website. They will survey attendees to gather more information to use in planning future events.

g. Highlights from the Village of Victor Audit

John Turner shared some highlights from the recent audit in the Village of Victor. One area where improvement is needed is documentation. The audit found issues with documentation of staff training and inspections. The audit also found shortcomings in public education for industry. Luke added that this needs to be customized to the specific industry.

h. Wayne County Highway

Brian Frey reported that he is looking for a summer intern. If you know of anyone please ask them to reach out to Brian or forward him their information.

**BILLS TO BE PAID**

- a. BME Associates \$2,188.75
- b. OCSWCD \$1,007.49 (staff time and rack cards reimbursement)
- c. Town of Victor \$500.00 (training reimbursement)
- d. Town of Walworth \$300.00 (training reimbursement)

**Total bills = \$3,996.24**

**Motion to approve paying the bills as submitted.**

**Made by John Weidenbomer, seconded by John Turner.**

**All in favor; Carried.**

**TREASURER'S REPORT**

**SAVINGS ACCOUNT:**

February bank account data:  
Beginning Balance: \$110,814.39  
Interest earned= \$6.68  
Deposits=\$17,500  
Withdrawals=\$5,667.45  
Ending Balance: \$122,653.62

March bank account data:  
Beginning Balance: \$122,653.62  
Interest earned= \$7.29  
Deposits=\$0.00  
Withdrawals=\$0.00  
Ending Balance: \$122,660.91

**CHECKING ACCOUNT:**

February bank account data:  
Beginning Balance: \$21.70  
Interest earned= \$0.00  
Deposits=\$5,667.45  
Withdrawals=\$5,642.45  
Ending Balance: \$46.70

March bank account data:  
Beginning Balance: \$46.70  
Interest earned=\$0.00  
Deposits=\$0.00  
Withdrawals=\$25.00  
Ending Balance: \$21.70

Bills paid in February:

- a. BME - \$4,702.50
- b. OCSWCD - \$939.95
- c. Walworth Lions Club - \$25.00

**Total Bills paid: \$5,667.45**

**Bank Accounts are reconciled through March 31, 2022**

**Motion to approve Treasurer's Report.  
Made by Norm Druschel, seconded by Brian Frey.  
All in favor; Carried.**

#### **ADJOURNMENT**

**Motion to adjourn made at 10:27 am.  
Made by Brian Frey, seconded by John Turner.  
All in favor; Carried.**

***The next meeting will be June 21, 2022.***

Diana Thorn, Recording Secretary



**ONTARIO-WAYNE STORMWATER COALITION**  
**WWW.OWSC.ORG**

**TREASURER'S REPORT**  
**June 21, 2022**

**SAVINGS ACCOUNT:**

April bank account data:

Beginning Balance: \$122,660.91

Interest earned= \$6.74

Deposits=\$0.00

Withdrawals=\$3,996.24

Ending Balance: \$118,671.41

May bank account data:

Beginning Balance: \$118,671.41

Interest earned= \$7.21

Deposits=\$0.00

Withdrawals=\$1,194.00

Ending Balance: \$117,484.62

**CHECKING ACCOUNT:**

April bank account data:

Beginning Balance: \$21.70

Interest earned= \$0.00

Deposits=\$3,996.24

Withdrawals=\$3,996.24

Ending Balance: \$21.70

May bank account data:

Beginning Balance: \$21.70

Interest earned=\$0.00

Deposits=\$1,194.00

Withdrawals=\$1,194.00

Ending Balance: \$21.70

Bills paid in April:

- a. BME - \$2,188.75
- b. OCSWCD - \$1,007.49
- c. Town of Victor - \$500.00
- d. Town of Walworth - \$300.00

**Total Bills paid: \$3,996.24**

Bills paid in May:

- a. Water Education Group - \$1,194.00

**Total Bills paid: \$1,194.00**

**Bank Accounts are reconciled through May 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 through May 2022

	Jan - May 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Fund Balance	0.00	23,960.00	-23,960.00	0.0%
Interest Earned				
MS4 Stormwater Coalit. Interest	31.46	40.00	-8.54	78.7%
Total Interest Earned	31.46	40.00	-8.54	78.7%
2771 · MS4 Annual Dues	37,500.00	37,500.00	0.00	100.0%
Total Income	37,531.46	61,500.00	-23,968.54	61.0%
Expense				
Contractual				
.401A · MS 4 Expenses				
Admin-OCSWCD-minutes bookkee...	650.00	5,000.00	-4,350.00	13.0%
Annual Report-BME	0.00	5,000.00	-5,000.00	0.0%
Annual Report Consultaion-BME	255.00			
Audit	0.00	6,000.00	-6,000.00	0.0%
Consultant Meeting Attend-BME	392.50	2,500.00	-2,107.50	15.7%
DEC permit assistance-BME	2,826.25	4,000.00	-1,173.75	70.7%
Municipal Meetings-BME	0.00	1,500.00	-1,500.00	0.0%
Promotional Material	1,401.49	8,985.05	-7,583.56	15.6%
Public Education & Out-Educator	1,100.00	9,000.00	-7,900.00	12.2%
Sponsorship / Scholarship	0.00	3,000.00	-3,000.00	0.0%
Technical Assistance-BME	2,737.50	10,000.00	-7,262.50	27.4%
Three Year Strategic Planning	680.00	2,500.00	-1,820.00	27.2%
Training courses/materials	800.00	4,000.00	-3,200.00	20.0%
Webpage-domain name (Layer 8)	14.95	14.95	0.00	100.0%
Webpage hosting (Layer 8)	0.00	0.00	0.00	0.0%
Total .401A · MS 4 Expenses	10,857.69	61,500.00	-50,642.31	17.7%
Total Contractual	10,857.69	61,500.00	-50,642.31	17.7%
Total Expense	10,857.69	61,500.00	-50,642.31	17.7%
Net Ordinary Income	26,673.77	0.00	26,673.77	100.0%
Net Income	26,673.77	0.00	26,673.77	100.0%