



**Ontario-Wayne Stormwater Coalition
Minutes
April 15, 2025
Meeting held at OCSWCD**

PRESENT:

Coalition Voting Members / Alternates

Town of Canandaigua – Mike Murphy, Kyle Fenner

Town of Farmington – Dan Delpriore

Town of Macedon - Scott Allen

Town of Ontario –John Laing

Town of Victor – Will Emblidge

Ontario County Department of Public Works – Katie Lafler

Village of Victor – Joe Georgia

Wayne County Highway - Brian Frey

ABSENT:

Town of Walworth – Aron Thompson

Other Attendees: Alaina Robarge-OCSWCD, Diana Thorn-OCSWCD, Ryan Destro-BME, Dylan Ide-BME, Collin Sowinski-MRB Group, Luke Scannell-DEC, Ronnie Held-DEC.

CALL TO ORDER

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

MINUTES

The February minutes were reviewed – no comments were made.

Motion to accept the February 18, 2025 minutes.

Made by Brian Frey, seconded by Katie Lafler.

All in favor; Carried.

OLD BUSINESS

a. Alaina Robarge, OCSWCD

Alaina reported that she and Will Emblidge set up a table at the Victor Elementary School for the PTSA Science Fair. It went very well.

Alaina shared that she is doing the IDDE/Pollution Prevention/Good Housekeeping training at Casey Park on April 17th. All are welcome to attend or send staff members.

Alaina stated that she will have the watershed model at the Earth Day event at Wayne Central.

b. Luke Scannell, DEC

Luke asked if anyone had any issues with the Annual Report. Ryan reported that everyone completed their reports. He was able to compile them and submit the Coalition's report before the deadline. Ryan thanked all members for their efforts and team work. Members were reminded that the Coalition's report is on the Coalition's website, but each member should put their individual report on their municipality's website.

Luke shared that the EPA has confirmed that they will be doing an audit this year. Therefore, DEC will not do a second audit. They will plan to do at least two next year.

Luke and Ronnie Held, DEC shared information about the recent DEC Audit at the Town of Ontario. They found that the Town of Ontario is implementing some parts of the MS4 permit well, but that they seem to have issues with continuity due to staffing changes. They recommended that the Town of Ontario utilize the Coalition's resources more, and that they document what they are doing to meet the permit requirements and organize their records better.

Luke shared important information regarding EPA Audits with the group. He explained that there are two parts to an EPA Audit. The first is the paperwork section. The EPA will require that a municipality submit substantial paperwork regarding their program. The second part is a site visit. Luke stressed that the EPA does NOT give feedback. They only ask questions. It is up to you to drive the conversation and fill them in on all that you are doing. If you don't report it and they don't specifically ask about it, it is assumed you are not doing it. Be ready to explain how you are meeting requirements in detail.

Luke reminded the Coalition that he is willing to do presentations about the MS4 permit and its requirements.

Luke reported that all municipalities will be receiving a request from DEC to certify that local laws are equivalent to NYS Model Laws regarding IDDE (MCM 3) and Construction (MCM 4 + 5). You will need to send a letter from your attorney certifying

that your laws are equivalent. This was originally done many years ago and some municipalities may already have the letter. DEC would like to add the letters to their database so that this isn't an issue in future audits.

c. **Ryan Destro, BME**

Ryan shared several big picture take-aways from the Town of Ontario audit. He strongly encourages each member to have a position-based organization chart that clearly delineates who is responsible for each aspect (MCM) of the permit and what training requirements that involves. He also reminded everyone to keep records like SWPPPs and Catch Basin Inspections for 5 years. Ryan reviewed the importance of standardizing your filing and not keeping information in someone's email or personal files. Lastly, Ryan reminded everyone that NYS DOT is an MS4 and culverts under State Roads should be considered interconnections for mapping.

Ryan reported that he will be starting reviews of each member's stormwater plans for compliance.

Ryan reported that he will be organizing the next member training. He will focus on stormwater inspection practices this time.

Ryan reminded everyone to look at the spreadsheet he sent out and begin to focus on year 2 and year 3 items.

d. **Committee Reports:**

- i. Outreach Materials (Scott, Will, and Alaina): Alaina distributed bookmarks to each member at the meeting. She has more and will be getting them to public libraries to distribute as well.

Alaina shared pricing for smaller park signs.

Motion to purchase 10 smaller park signs for \$736.00.

Made by Brian Frey, seconded by Mike Murphy.

All in favor; Carried.

- ii. Standardization BMPs & SOPs (Ryan, Katie, Brian S., Joe, Will): Ryan reported that this committee has not met. They will be scheduling a meeting soon. Will Emblidge has joined the committee.

NEW BUSINESS

a. Fisher Associates – Dan met with them at their request. They provide mapping services to other Coalitions and wanted to share their information. If anyone would like to talk to them about mapping options, reach out to Dan or Diana for their contact info.

b. Fall Stormwater Training – Dan thanked Katie for her work on organizing previous trainings and shared that Katie has agreed to coordinate the training this fall.

Katie shared that it can be difficult to arrange for credits for a training in short timeframes. Therefore, she would like to start working on this fall's training now to avoid issues. Katie shared information about the North Country Stormwater Expo and talked about how it would be helpful if we could work towards something that includes code enforcement and planning personnel.

The group agreed to look at the early November timeframe for the training. Katie asked that anyone who knows of a speaker that would be relevant, please share their information.

A Training Committee was formed. Mike, Dan, and Alaina will work with Katie to plan the 2025 stormwater training. They will meet soon to begin.

c. Macedon Lumberjack Festival – Alaina shared that the vendor form has been received. It will be \$50.00 for an indoor space. Indoors works best for an unmanned table. The Festival is September 6th & 7th this year.

**Motion to reserve an inside space at the Macedon Lumberjack Festival for \$50.00.
Made by Brian Frey, seconded by Mike Murphy.
All in favor; Carried.**

BILLS TO BE PAID

- a. BME - \$7,162.50
- b. OCSWCD - \$2,918.40
- c. Town of Farmington - \$200.00
- d. Ontario County DPW - \$500.00
- e. Town of Victor - \$500.00
- f. Macedon Lumberjack Festival - \$50.00

Total bills = \$11,330.90

**Motion to approve paying the bills as submitted.
Made by Joe Georgia, seconded by Will Emblidge.
All in favor; Carried.**

TREASURER'S REPORT

SAVINGS ACCOUNT:

February bank account data:
Beginning Balance: \$76,922.57
Interest earned= \$1.23
Deposits=\$45,100.00
Withdrawals=\$106,963.70
Ending Balance: \$15,060.10

CHECKING ACCOUNT:

February bank account data:
Beginning Balance: \$10,006.70
Interest earned= \$0.00
Deposits= \$42,063.70
Withdrawals= \$52,063.70
Ending Balance: \$6.70

March bank account data:
Beginning Balance: \$15,060.10
Interest earned= \$0.64
Deposits=\$0.00
Withdrawals=\$0.00
Ending Balance: \$15,060.74

March bank account data:
Beginning Balance: \$6.70
Interest earned=\$0.00
Deposits=\$0.00
Withdrawals=\$0.00
Ending Balance: \$6.70

Bills paid in February:

- a. BME - \$3,948.75**
- b. OCSWCD - \$2,914.95**
- c. OCSWCD - \$100.00**

Total Bills paid: \$6,963.70

2025 Certificate of Deposit opened with \$100,000.00 matured April 11, 2025.

The CD earned \$708.33 and Diana rolled the entire amount over for 60 days at 4.15%. It will mature again on June 10, 2025.

Bank Accounts are reconciled through March 31, 2025

**Motion to approve the Treasurer's report.
Made by Mike Murphy, seconded by Scott Allen.
All in favor; Carried.**

ADJOURNMENT

**Motion to adjourn made at 10:15am.
Made by Scott Allen, seconded by Brian Frey.
All in favor; Carried.**

The next Coalition meeting will be June 17, 2025 at the Ontario County Soil & Water Conservation District.

Diana Thorn, Recording Secretary



ONTARIO-WAYNE STORMWATER COALITION
WWW.OWSC.ORG

TREASURER'S REPORT
June 17, 2025

SAVINGS ACCOUNT:

April bank account data:

Beginning Balance: \$15,060.74

Interest earned= \$0.39

Deposits=\$0.00

Withdrawals=\$11,330.90

Ending Balance: \$3,730.23

CHECKING ACCOUNT:

April bank account data:

Beginning Balance: \$6.70

Interest earned= \$0.00

Deposits= \$11,330.90

Withdrawals= \$11,280.90

Ending Balance: \$56.70

May bank account data:

Beginning Balance: \$3,730.23

Interest earned= \$0.15

Deposits=\$0.00

Withdrawals=\$0.00

Ending Balance: \$3,730.38

May bank account data:

Beginning Balance: \$56.70

Interest earned=\$0.00

Deposits=\$0.00

Withdrawals=\$50.00

Ending Balance: \$6.70

Bank Accounts are reconciled through May 31, 2025

Bills paid in April:

- a. BME - \$7,162.50
- b. OCSWCD -\$2,918.40
- c. Town of Farmington - \$200.00
- d. Ontario County DPW - \$500.00
- e. Town of Victor - \$500.00
- f. Macedon Lumberjack Festival - \$50.00

Total Bills paid: \$11,330.90

2025 Certificate of Deposit matured June 10, 2025.

The CD has earned \$1,404.90 this year. I moved the interest to the savings account to pay the June bills and I rolled the initial \$100,000 over at 4.13%. It will mature again on August 19th when I will need additional funds to pay bills. At that time, I will look at other certificate of deposit options to continue earning better interest rates.

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 2025

	Jan - May 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Fund Balance	0.00	20,025.00	-20,025.00	0.0%
Interest Earned				
MS4 Stormwater Coalit. Interest	714.01	3,000.00	-2,285.99	23.8%
Total Interest Earned	714.01	3,000.00	-2,285.99	23.8%
2771 · MS4 Annual Dues		45,000.00	0.00	100.0%
46400 · Other Types of Income				
46430 · Miscellaneous Revenue	100.00			
Total 46400 · Other Types of Income	100.00			
Total Income	45,814.01	68,025.00	-22,210.99	67.3%
Expense				
Contractual				
.401A · MS 4 Expenses				
Admin-OCSWCD-minutes bookkee...	1,125.00	5,000.00	-3,875.00	22.5%
Annual Report-BME	3,937.50	4,000.00	-62.50	98.4%
Audit	0.00	6,000.00	-6,000.00	0.0%
Consultant Meeting Attend-BME	686.25	3,000.00	-2,313.75	22.9%
DEC permit assistance-BME	4,500.00	8,000.00	-3,500.00	56.3%
Graphic Design	0.00	4,000.00	-4,000.00	0.0%
Municipal Meetings-BME	0.00	1,500.00	-1,500.00	0.0%
Promotional Material	1,693.40	11,000.00	-9,306.60	15.4%
Public Education & Out-Educator	3,050.00	9,000.00	-5,950.00	33.9%
Strategic Planning	1,462.50	2,500.00	-1,037.50	58.5%
Technical Assistance-BME	525.00	4,000.00	-3,475.00	13.1%
Training - BME	0.00	4,500.00	-4,500.00	0.0%
Training courses/materials	1,300.00	4,500.00	-3,200.00	28.9%
Training OCSWCD	0.00	1,000.00	-1,000.00	0.0%
Webpage-domain name (Layer 8)	14.95	25.00	-10.05	59.8%
Total .401A · MS 4 Expenses	18,294.60	68,025.00	-49,730.40	26.9%
Total Contractual	18,294.60	68,025.00	-49,730.40	26.9%
Total Expense	18,294.60	68,025.00	-49,730.40	26.9%
Net Ordinary Income	27,519.41	0.00	27,519.41	100.0%
Net Income	27,519.41	0.00	27,519.41	100.0%