

**ONTARIO-WAYNE STORMWATER COALITION
MINUTES
VICTOR TOWN HALL
August 20, 2019**

PRESENT:

Coalition Voting Members / Alternates

Town of Farmington - **Dan Delpriore**, *Paul Crandall*

Town of Macedon - **Scott Allen**

Ontario County Highway - **John Berry**

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

Village of Victor - **John Turner**

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

Wayne County Highway - **Brian Frey**

ABSENT:

Town of Ontario – **Adam Cummings**

Other Attendees: Kim Boyd –BME Associates, Alyssa Benjamin-MRB Group, Alaina Robarge-OCSWCD, Diana Thorn-OCSWCD

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

MINUTES

The July minutes were reviewed – no comments were made.

Motion to approve July minutes.

Made by Dan Delpriore

Seconded by Keith Maynard

All in favor. Carried.

OLD BUSINESS

a. Alaina Robarge Conservation District Educator Update

Alaina represented the Coalition at these events in July:

July 23rd Walworth Summer Camp 41 kids

July 23rd Victor Rain Barrel Workshop (28 barrels)

July 29th Victor Summer Camp 60 kids

July 31st Victor Summer Camp 66 kids

Alaina has purchased the materials and created a recycling/composting demo for kids to be used at tables at various events. This will be as an addition/alternative to the watershed model.

Alaina brought a sample re-useable shopping bag for Coalition members to examine. It is a medium size bag from 4Imprint. The sample is in a tan color, Alaina recommended ordering a blue bag with black handles. The bags are cloth and seem well made and durable. The cost for

these bags is \$1.29 per bag for orders of 1,000. There would also be a \$45 set up charge for the logo, and a shipping charge.

Motion to approve the order of 1,000 blue bags with black handles printed with the OWSC logo, website, and the phrase only rain down the drain - not to exceed \$1,500.

Made by Paul Crandall

Seconded by John Turner

All in favor. Carried.

It was decided to table the issue of ordering additional pet waste bags and/or chip clips until the September meeting. Please inventory your current supply of each and report at the next meeting.

Alaina reported that the Coalition's Facebook page is up and running. Please like and share the page. Additionally, please send Alaina any pictures you have that she can use as posts on the page.

The Macedon Lumberjack Festival paperwork is on the way. Payment for a table is already approved by the Coalition. Volunteers interested in working the table should contact Alaina.

Upcoming events:

September 7th Hang Around Victor Day – Keith will have the watershed model

September 8th Macedon Lumberjack Festival

September 11-12 Conservation Field Days for 6th graders

September 17th Walworth Farmers Market

September 20th Fun on the Farm

b. Luke Scannell DEC Update

Luke was unable to attend the meeting. He sent the following update:

“I did want to provide an update on the MS4 permit status since I had made a comment on that last time. The draft permit has been sent to the regional offices for review and comment prior to being issued for public comment. Once this review has been completed I will update the coalition further.”

c. Kim Boyd BME Update

Kim created a spreadsheet of events in Google Sheets and sent it to everyone. Please update it with any events you are having (or have had since March 10th). This easily accessible spreadsheet will help in collecting the data needed for the annual report (event, number of attendees, and number of items passed out). Please make sure that you can access and update it and let Kim know if you can't.

Kim explained that now that BME is billing the Coalition monthly a discrepancy was noted due to BME billing for the last part of 2018 in January of 2019. She will make sure that the final 2019 bill is received in plenty of time to be approved at the December meeting so that this doesn't happen in the future.

Motion to approve moving \$737.50 from the WQIP Grant line to the Coalition Meetings-BME line; \$1,782.50 from the WQIP Grant line to the Municipal Meetings-BME line and \$245 from the WQIP Grant line to the Technical Assistance/Consultation - BME line.

Made by Norm Druschel

Seconded by Keith Maynard

All in favor. Carried

Kim has started a three year strategic plan document in Google Docs. She started with the table of contents, the partner organizations, and the roles and responsibilities of each. She has asked OCSWCD and WCSWCD for feedback and will send it to everyone before the next meeting. Part of this document will involve the action items included in the Program and Communications Plan from Causewave.

A Three Year Strategic Plan committee was formed and will be meeting to prioritize the suggested actions included with the Program and Communications Plan over the next three years. This committee includes:

Brian Frey

Norm Druschel

John Berry

Keith Maynard

Alaina Robarge

Kim Boyd

OTHER OLD BUSINESS

Norm discussed his experience with the Coalition's Intern this year. His allotted time was cut short by both the weather and the Intern's illness. It is strongly recommended that each municipality have a backup plan of work for the intern should there be inclement weather during their assigned time. Additionally, everyone should be aware of the plan/procedure for redirecting the Intern if the scheduled municipality doesn't have adequate work to assign.

NEW BUSINESS

- a. Dan Delpriore reported on Farmington's recent DEC audit. A copy of the report is attached to these minutes. Overall the report is positive. MCMs 1 and 2 mentioned the Coalition and work is already being done to improve in these areas. Farmington is revamping their website and the new version will have a clear link to the Coalition's website. Kim has already added information to the Coalition's website per the audit findings. Dan also pointed out in MCM 4 it is important to have current documentation of not only location and ownership of all stormwater facilities but also of easements, ownership and maintenance responsibilities and to update this information if a private property with a facility changes ownership. Dan is happy to answer questions and to discuss their audit experience and findings further, just call or email him.
- b. Committee meetings were scheduled.

- i. Awards/Businesses committee – Keith will email John Berry and Adam to set up a meeting.
- ii. Brochures – September 6th 10am at the Victor Town Hall – Scott, Kim, and Alaina
- iii. 3 Year Strategic Plan – September 16th 10am at the Victor Town Hall – Brian, John Berry, Keith, Norm, Alaina, and Kim

c. Wayne County Tire cleanup event. Lindsey is looking into hosting a tire recycling event later in October. She is working with Nucor in Auburn. They accept the tires for free. Lindsey is looking for a place that has a loader to host the event. She has dump trucks that will deliver the tires to Auburn. Brian will get more information about the event. Ways that the Coalition can be involved will be discussed in September.

BILLS TO BE PAID

- 1. BME \$1,050.00 - 6/16/19-7/15/19
- 2. OCSWCD \$1,323.00 – July bill
- 3. Causewave – final bill \$425.00
- 4. Managed Services Team - \$105 (website hosting for 4th quarter 2019).

Total bills = \$2,903.00

**Motion to pay bills as submitted.
 Made by Norm Druschel
 Seconded by Dan Delpriore
 All in favor. Carried.**

TREASURER’S REPORT

July bank account data:
 Beginning Balance: \$82,300.10
 Interest earned= \$2.81
 Deposits=\$0
 Withdrawals=\$8,206.68
 Ending Balance: \$ 74,096.23

Bills paid= \$8,206.68
 BME \$2,275.00
 OCSWCD \$1,365.00
 Intern Payroll & Mileage \$3,159.06
 Transfer Funds to OCSWCD to pay for tablet etc. \$1,407.62

Bank Account is Reconciled through July 31, 2019.

**Motion to approve Treasurer's Report.
Made by Dan Delpriore
Seconded by John Turner
All in favor. Carried.**

ADJOURNMENT

10:45am

**Motion to adjourn.
Made by Norm Druschel
Seconded by Dan Delpriore
All in favor. Carried.**

The next meeting will be held at the Walworth Town Hall on September 17th at 9:30am.

Diana Thorn, Recording Secretary