



**Ontario-Wayne Stormwater Coalition
Minutes
August 20, 2024
Meeting held at Walworth Town Hall**

PRESENT:

Coalition Voting Members / Alternates

Town of Farmington – Dan Delpriore

Town of Macedon - Scott Allen

Town of Ontario – Brian Smith

Town of Victor – Will Emblidge, Adam Ryczek

Town of Walworth – Norm Druschel

Ontario County Department of Public Works – Tim McElligott

Village of Victor – Joe Georgia

Wayne County Highway - Brian Frey

ABSENT: None

Other Attendees: Alaina Robarge-OCSWCD, Diana Thorn-OCSWCD, Ryan Destro-BME, Collin Sowinski-MRB Group,

CALL TO ORDER

Chairman Delpriore called the meeting to order at 9:31am.

MINUTES

The June minutes were reviewed – no comments were made.

Motion to accept the June 18, 2024 minutes.

Made by Brian Frey, seconded by William Emblidge.

All in favor; Carried.

OLD BUSINESS

a. **Alaina Robarge, OCSWCD**

Alaina reported that she has received the new watershed model and it came in a handy carrying case. Alaina has also received the additional rack cards approved at the last meeting.

Alaina shared that the Ontario County Department of Sustainability and Solid Waste is having a residential tire recycling event in the Town of Farmington on September 7th. Town of Farmington staff will consider passing out Coalition materials at the event.

Alaina reminded the group that we have an inside space at the Macedon Lumberjack Festival on September 7th and 8th. Please staff the table if you are available during the event. Alaina will check on it as she is able.

Alaina confirmed with Town of Victor representatives that they will have a table at the Climb Aboard Victor event on September 14th. Alaina will help with materials.

Alaina will send an email to the group summarizing all of the dates for events that she is familiar with at this time.

Chairman Delpriore asked attendees to introduce themselves for the benefit of all present.

b. Ryan Destro, BME

Ryan reminded everyone that there is an interim report due in October (a requirement of the new MS4 permit). He expects this report to be a list of yes/no questions regarding tasks that need to be completed. Each individual municipality will need to do a report. Reach out to Ryan if you need assistance.

Ryan and Tim discussed the DEC audit of Ontario County Department of Public Works. They shared that the policies and procedures and documentation were all deemed good. Tim shared comments from the report about Minimum Control Measures 1 and 2. The group discussed ways to increase public outreach for County level members. Two ideas that will be pursued include creating an informational/educational sign that can be placed around municipalities in parks and public spaces, and creating an email list that can be used to distribute a brief newsletter. Alaina will setup the website to collect addresses for the email list.

c. Committee Reports:

- i. Brochures (Scott, Keith/Will, and Alaina): No report.
- ii. Graphic Design (Ryan, Alaina, John T. Tim): Ryan will be scheduling a meeting so that this group can work on designing an informational/educational sign that can be posted in public spaces throughout member municipalities.

Ryan shared the final designs from Soucier Designs. The group had no additional comments and expressed readiness to order. Ryan will reach out to Andrew Soucier for an itemized list of the various components including pricing information. This list will be shared via email so that an order can be put together.

Motion to approve purchasing display materials and components using Andrew Soucier's designs not to exceed the amount of funds remaining in the promotional materials budget line.

Motion made by Brian Frey, seconded by Tim McElligott.

All in favor; carried.

- iii. Strategic Plan (Ryan, Brian, Tim, Keith/Will, Norm): Ryan will be scheduling a meeting.

Chairman Delpriore reported that the Town of Canandaigua continues to express interest in joining the Coalition in January 2025.

NEW BUSINESS

- a. Diana shared information from Katie Lafler regarding the October Stormwater Training event. The event will be Tuesday, October 22nd and Katie has Barton and Logudice on board to present. She is also working with other presenters. Katie would like the group to let her know if they would like a half day training or a full day training?

Motion to approve Katie Lafler charging the Coalition for her time to plan a half day Stormwater training for October 22, 2024; rescheduling the October OWSC meeting to follow the Stormwater Training, and authorizing up to \$200 for refreshments and lunch on the day of the training and meeting.

Made by Tim McElligott, seconded by William Emblidge.

All in favor; Carried.

BILLS TO BE PAID

- a. BME - \$1,687.50
- b. OCSWCD - \$876.97

Total bills = \$2,564.47

**Motion to approve paying the bills as submitted.
Made by Brian Frey, seconded by Norm Druschel.
All in favor; Carried.**

TREASURER'S REPORT

SAVINGS ACCOUNT:

June bank account data:
Beginning Balance: \$15,575.11
Interest earned= \$0.45
Deposits=\$0.00
Withdrawals=\$9,632.67
Ending Balance: \$5,942.89

CHECKING ACCOUNT:

June bank account data:
Beginning Balance: \$21.70
Interest earned= \$0.00
Deposits= \$9,632.67
Withdrawals= \$9,547.67
Ending Balance: \$106.70

July bank account data:
Beginning Balance: \$5,942.89
Interest earned= \$0.27
Deposits=\$0.00
Withdrawals=\$0.00
Ending Balance: \$5,943.16

July bank account data:
Beginning Balance: \$106.70
Interest earned=\$0.00
Deposits=\$0.00
Withdrawals=\$85.00
Ending Balance: \$21.70

Certificate of Deposit (Matures August 26, 2024) \$102,614.69

Bills paid in June:

- a. BME - \$573.75**
- b. OCSWCD - \$3,273.92**
- c. Town of Farmington - \$100.00**
- d. Wayne County Highway – 400.00**
- e. Town of Victor - \$500.00**
- f. Soucier Design - \$4,700.00**
- g. Walworth Lions Club - \$25.00**
- h. Macedon Center Lumberjack Festival - \$60.00**

Total Bills paid: \$9,632.67

Bank Accounts are reconciled through July 31, 2024

Motion to approve the following actions when the current certificate of deposit matures on August 26, 2024: move all accrued interest to the savings account and roll the minimum deposit of \$100,000 over for an additional 30 days.

**Made by Scott Allen, seconded by Brian Smith.
All in favor; Carried.**

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

ADJOURNMENT

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

The next Coalition meeting will follow the Stormwater Training on October 22nd at the Ontario County SWCD office.

Diana Thorn, Recording Secretary



ONTARIO-WAYNE STORMWATER COALITION
WWW.OWSC.ORG

TREASURER'S REPORT
October 22, 2024

SAVINGS ACCOUNT:

August bank account data:
Beginning Balance: \$5,943.16
Interest earned= \$0.23
Deposits=\$3,071.52
Withdrawals=\$2,564.47
Ending Balance: \$6,450.44

CHECKING ACCOUNT:

August bank account data:
Beginning Balance: \$21.70
Interest earned= \$0.00
Deposits= \$2,564.47
Withdrawals= \$2,564.47
Ending Balance: \$21.70

September bank account data:
Beginning Balance: \$6,450.44
Interest earned= \$0.27
Deposits=\$0.00
Withdrawals=\$0.00
Ending Balance: \$6,450.71

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

Certificate of Deposit (Matures October 25, 2024) \$100,427.50 (\$427.50 earned in September)

Bills paid in August:

- a. BME - \$1,687.50**
- b. OCSWCD - \$876.97**

Total Bills paid: \$2,564.47

Bank Accounts are reconciled through September 30, 2024

Ontario Wayne Stormwater Coalition
Profit & Loss Budget vs. Actual
 January through September 2024

11:23 AM
 10/10/24
 Accrual Basis

	Jan - Sep 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Fund Balance	0.00	28,985.00	-28,985.00	0.0%
Interest Earned				
MS4 Stormwater Coalit. Interest	3,506.70	40.00	3,466.70	8,766.8%
Total Interest Earned	3,506.70	40.00	3,466.70	8,766.8%
2771 · MS4 Annual Dues	37,500.00	37,500.00	0.00	100.0%
Total Income	41,006.70	66,525.00	-25,518.30	61.6%
Expense				
Contractual				
.401A · MS 4 Expenses				
Admin- OCSWCD Manager	200.00	5,000.00	-2,975.00	40.5%
Admin-OCSWCD-minutes bookkee...	2,025.00	3,500.00	-3,500.00	0.0%
Annual Report-BME	0.00	6,000.00	-6,000.00	0.0%
Audit	0.00	2,500.00	-933.75	62.7%
Consultant Meeting Attend-BME	1,566.25	8,000.00	-6,256.25	21.8%
DEC permit assistance-BME	1,743.75	4,700.00	0.00	100.0%
Graphic Design	4,700.00	1,500.00	-277.50	81.5%
Municipal Meetings-BME	1,222.50	11,000.00	-8,442.56	23.2%
Promotional Material	2,557.44	9,000.00	-5,725.00	36.4%
Public Education & Out-Educator	3,275.00	2,500.00	-2,500.00	0.0%
Strategic Planning	0.00	4,000.00	-557.50	86.1%
Technical Assistance-BME	3,442.50	3,800.00	-2,960.00	22.1%
Training - BME	840.00	4,000.00	-3,000.00	25.0%
Training courses/materials	1,000.00	1,000.00	-1,000.00	0.0%
Training OCSWCD	0.00	25.00	-10.05	59.8%
Webpage-domain name (Layer 8)	14.95			
Total .401A · MS 4 Expenses	22,587.39	66,525.00	-43,937.61	34.0%
Total Contractual	22,587.39	66,525.00	-43,937.61	34.0%
Total Expense	22,587.39	66,525.00	-43,937.61	34.0%
Net Ordinary Income	18,419.31	0.00	18,419.31	100.0%
Net Income	18,419.31	0.00	18,419.31	100.0%