



**Ontario-Wayne Stormwater Coalition
Minutes
October 22, 2024
Meeting held at OCSWCD**

PRESENT:

Coalition Voting Members / Alternates

Town of Farmington – Dan Delpriore, Paul Crandall

Town of Macedon - Scott Allen

Town of Ontario – Brian Smith

Town of Victor – Will Emblidge, Keith Maynard

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, Megan Webster-OCSWCD, Ryan Destro-BME, Collin Sowinski-MRB Group, Sam Moore-Town of Canandaigua, Kyle Fenner- Town of Canandaigua

CALL TO ORDER

Chairman Delpriore called the meeting to order at 12:11 pm.

MINUTES

The August minutes were reviewed – no comments were made.

Motion to accept the August 20, 2024 minutes.

Made by Tim McElligott, seconded by Joe Georgia.

All in favor; Carried.

Chairman Delpriore formally thanked Katie Lafler for her work on the Stormwater Training.

OLD BUSINESS

a. **Alaina Robarge, OCSWCD**

Alaina reported that the refreshments for today's training and meeting came to \$183.33 out of the approved \$200.00.

Alaina stated that the current table runner used at events is getting faded and stained. Vista Print is having a sale and a replacement would cost \$101.96.

**Motion to approve the purchase of a new table runner at the sale price of \$101.96.
Motion made by Scott Allen, seconded by William Emblidge.
All in favor; Carried.**

Alaina reported that she created an updated version of the outreach events spreadsheet in Google Sheets. Please update the spreadsheet with any events and outreach materials distributed. Alaina passed around a QR code to use to access the spreadsheet. She also shared the direct link to cut and paste into a browser tab:

<https://docs.google.com/spreadsheets/d/1S1sGENYVTCpHveeY2UjcZuc9b4yynEac/edit?usp=sharing&oid=104782322128256961740&rtpof=true&sd=true>

Please use whichever access route works for you and add any data that you can for your municipality. This comes in handy for reporting. If you cannot access the spreadsheet, please email Alaina any spreadsheet updates and she will enter them.

Alaina stated that she is running low on coloring books. She will get pricing for ordering more. Members are asked to check their stock and report back at the December meeting. If necessary an order will be approved then.

Alaina shared that the Macedon Lumberjack Festival table was well received. She talked to a lot of people and handed out a lot of outreach materials.

Alaina attended the Climb Aboard Victor event with Will from the Town of Victor. NYS Senator Pam Helming visited the table and watched a watershed model demonstration. Video of this was posted on her social media.

Alaina reported that she will be at the Local Government Workshop later this week. Luke Scannell will present for 30 minutes about MS4s and the permit, and Alaina will present for 30 minutes about the Coalition. Alaina will also set up an informational display table.

b. **Ryan Destro, BME**

Ryan shared that he spoke with Luke Scannell and Christina Chiappetta regarding the annual report. Both reported that the annual report is not available yet. Christina stated that there is no hard copy currently available but members can refer to the items due within one year of the effective date of the permit and annually in the Compliance Items Summary Tool. Ryan's goal is to have a copy of the report as soon as possible in an

effort to provide training and assistance to members for completing the report. This annual report will be due April 1, 2025.

Ryan distributed a Timeline for Compliance for the new MS4 permit. He highlighted 2 targets in MCM 4 and 2 targets in MCM 5 that are due January 3, 2025. He suggested each member review their compliance with these components and make sure that they are prepared for the upcoming deadline. Members can reach out to Ryan with questions.

Ryan reported that he will be available to do mini audit reviews of each member in 2025 to help ensure general compliance.

Ryan reported that he will do up to 4 trainings in 2025 (in the off-meeting months). The first training will hopefully be to review the annual report prior to the April 1st deadline. He is also considering training topics related to construction site and pond inspections, and SWPPP reviews.

Ryan reminded the membership that he is available to provide technical support to members as needed.

c. **Committee Reports:**

- i. Outreach Materials (Scott, Will, and Alaina): Alaina shared that she is looking into creating and printing bookmarks to hand out. The committee would like to use some of the new artwork and information on the bookmark.

Alaina reported that she is working with Ewing Graphics to have signs made with the new artwork and information that can be posted in community parks or open spaces per a recommendation from the recent audit at Ontario County DPW. Alaina will work with Ewing Graphics to get quotes for different size signs and each member is asked to consider how many signs they would like and what size would work in their community. This discussion also included consideration for purchasing a QR code creator. Alaina will get more information.

- ii. Graphic Design (Ryan, Alaina, Joe, Tim): Alaina reported that she has ordered the large backdrop fabric tension display as well as the side fabric tension display as recommended by Andrew Sourcier. Additionally, she ordered the small “Know the Flow” standing sign. This order was placed with Uprinting per Andrew’s recommendation and the order totaled \$1,010.59. She is working with a different company to get the display that includes the interactive wheels. She is hoping to get quotes later this week. Alaina and Diana will review the quotes when they are received and work up an order based on the Coalition’s budget.

- iii. Strategic Plan (Ryan, Brian, Tim, Keith/Will, Norm): Ryan reported that this committee met on October 21st. They reviewed the minutes from the last meeting and they went over the priorities list from the 2023 Strategic Plan Committee meeting. They updated the spreadsheet with the current status and progress made (see attached). This committee will meet in January to establish objectives for 2025.
- iv. Budget Committee (Dan, Keith, Will, Brian F., Alaina, Diana): Dan reported that this committee has met several times including once with Ryan to discuss BME's potential budget lines for 2025. The committee will meet once more in November to finalize a draft budget that will be submitted for approval at the December meeting.

NEW BUSINESS

- a. Discussion regarding the redistribution of training funds
Discussion was had and members were reminded to submit invoices for reimbursement for training received in 2024. OCSWCD is offering the required NYS DEC endorsed 4-hour Erosion and Sediment Control course on November 26th for anyone that needs it. Members were encouraged to submit any stormwater training related expenses and if any members exceed the current budgeted amount of \$500 per member, remaining funds in the budget line will be redistributed in an attempt to reimburse.
- b. OCSWCD Agreement for Services
Dan presented the 2-year agreement for outreach and education services, administrative and bookkeeping services, and other related administration services provided by OCSWCD to the Coalition.

**Motion to approve Chairman Delpriore signing the Agreement for Services with OCSWCD for the January 1, 2025 – December 31, 2026 time period.
Motion made by Tim McElligott, seconded by Brian Frey.
All in favor; Carried.**

- c. Intermunicipal Agreement revision
After reviewing the current Intermunicipal Agreement, it was determined that the addition of a new member requires a new fully executed agreement. Draft language was discussed. The membership agreed unanimously to make three changes to the Intermunicipal Agreement and send it to each municipality for signatures. The changes include:
 - 1. Adding the Town of Canandaigua as a member

2. Making the inclusive dates for this revised agreement February 1, 2025 – January 31, 2030 (a full five years).

3. Modifying the annual fee schedule to make all size municipalities the same annual fee of \$5,000.00 since all municipalities receive the same benefits from the Coalition regardless of size.

A copy of the agreement with the proposed changes is attached to these minutes.

BILLS TO BE PAID

- a. BME - \$2,767.50
- b. OCSWCD - \$2,725.00
- c. SkyOps - \$200.00 – speaker fee

Total bills = \$5,692.50

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

TREASURER’S REPORT

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

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

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: \$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

The Coalition agreed to roll the Certificate of Deposit over one last time in 2024 with a maturity date of December 17, 2024 so that the funds can be made available to pay the December bills.

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

Megan Webster shared that the OCSWCD is offering a Water Workshop on November 21st. This workshop will include information on wells, septic systems, drainage, and water management, and Alaina is working on getting Code Enforcement credits for the event.

ADJOURNMENT

**Motion to adjourn made at 1:25pm.
Made by Norm Druschel, seconded by Brian Smith.
All in favor; Carried.**

The next Coalition meeting will be December 17, 2024 at the Walworth Town Hall.

Diana Thorn, Recording Secretary

GP-0-24-001 Timeline for Compliance

Task Item	Compliance Timeframe from EDP or TImeframe to Implement							On-Going Compliance Frequency				
	30-days	45-days	6-months	1-year	2-years	3-years	5-years	Twice per year	Annually	Once per term	Every 3 Years	Twice per term
Administrative												
Complete & Submit NOI for MS4s continuing coverage (Page 3)		2/20/2024										
Staffing Plan/Organization Chart (Page 8) (July 3rd)			7/3/2024							X		
Review /Update Alternative Implementation Agreements (Intermunicipal agreements) (Page 8) by July 3, 2024			7/3/2024							X		
SWMP Plan (Pages 8 & 9) - Develop, Update & Evaluate by July 3, 2024; thereafter April 1st (Annually)			7/3/2024							X		
Identify a Stormwater Program Coordinator Page 8		2/20/2024								X		
Mapping												
Comprehensive System Map (Page 10): MS4 Outfalls, Interconnections, Storm Sewershed Boundaries, Storm Sewer Infrastructure, MS4 Areas, Surface Waters, Land Use, Roads, Topography by July 3, 2024			7/3/2024							X		
Mapping Update - Phase 1 (Page 11 & 12) Monitoring Locations, Storm Sewershed Boundaries, Focus Areas, Public SMPs, Municipal Facilities						X						
Mapping Update - Phase 2 (Page 12): MS4 infrastructure, stormwater structures, Private SMPs							X					
Enforcement Response Plan & Tracking (Page 14-15): Verbal, Written, Citations, Stop Work Orders by July 3, 2024			7/3/2024									
Electronic Submittal Annual Report (Page 15) Due by April 1st, 2025										X		
Interim Progress Certification (Pages 16 & 17) Due October 1st, 2024 (Covering Jan 3 - June 30), Due by April 1st, 2025 (July 1 - Jan 2)								X				
SWMP Plan Evaluation (once every 5 years) Document in the plan. Page 17 & 18											X	
MCM 1												
Define Focus Areas (Page 19) - Update/Modify						X				X		
Identify Target Audiences Associated with Pollutant Generating Activities (Page 19)						X				X		
Identify & Document Education & Outreach Topics (Page 20)						X				X		
Identify & Document methods used for distribution of educational message (Page 20)											X	
Deliver one educational message to each Target Audience for each Focus Area (Page 20)											X	
Illicit Discharge Education Content (Page 20) by July 3, 2024			7/3/2024							X		
Updates to Education Program (Page 20)										X		
MCM 2												
Public Involvement /Participation - SWMP Plan (Page 21)										X		
Public Notice of SWMP Plan (Page 21): Review Comment										X		
Identify Local Point of Contact for Public Comment (Page 22) by July 3, 2024			7/3/2024							X		
Public Notice for Draft Annual Report (Page 22) Presentation at Board Mtg. or Website (Page 23)										X		
Summarize Public Comment received on SWMP & Annual Report w/in 30 days of receipt (Page 23)										X		
MCM 3												
Public Reporting of Illicit Discharges - establish hotline or web-contact (Page 23) by July 3, 2024			7/3/2024									
Monitoring Location Inventory (Page 24)						X				X		
Monitoring Location Inventory Prioritization (Page 25) & Update						X				X		
Monitoring Location Inspection & Sampling Program (Page 25) & Update					X					X		
Inspect High Priority Locations											X	
Inspect Low Priority Locations											X	
Train Staff - Monitoring Location Inspection & Sampling Program (Page 27)							X				X	
Update Name/Contact Info of individuals trained IDDE (Page 27)										X		
Analyze Inspection Results (Page 27)										X		
Illicit Discharge Track Down Program (Page 27) & Update					X					X		
24 Hours for obvious illicit, 1 hour for sanitary sewer wastes, 5 days suspect illicit discharges (page 27 & 28)										X		
Train Staff - Illicit Discharge Track Down Program (Page 28)					X						X	
Illicit Discharge Elimination Program (Page 27) & Update (Page 28)					X					X		
Train Staff - Illicit Discharge Elimination Program (Page 28 & 29)							X				X	

GP-0-24-001 Timeline for Compliance

Task Item	Compliance Timeframe from EDP							On-Going Compliance Frequency				
	30-days	45-days	6-months	1-year	2-years	3-years	5-years	Twice per year	Annually	Once per term	Every 3 Years	Twice per term
MCM 4												
Public Reporting of Construction Site Complaints (Page 30) by July 3, 2024			7/3/2024									
Construction Oversight Program (Page 30) & Update				1/3/2025					X			
Update Name/Contact Info of Individuals Trained Construction Activities (Page 31)									X			
Train Staff - Construction Oversight Program (Page 31)										X		
Construction Site Inventory & Inspection Tracking (Page 31) by July 3, 2024			7/3/2024									
Construction Site Prioritization (Page 32) & Update				1/3/2025					X			
Update Name/Contact Info SWPPP Review Training (Page 33)									X			
Train Staff - SWPPP Reviewer (Page 33)-4 hr. E&SC Training from SWCD						X					X	
Construction Site Inspection Program (Page 34 & 35)									X			
Train Staff - SWPPP Inspector (Page 34) -4 hr. E&SC Training from SWCD						X					X	
Inspect Construction Sites Annually or Sooner if Deficiencies Found (Page 35)									X			
MCM 5												
Post-Construction SMP Inventory & Inspection Tracking (Page 36)									X			
Post-Construction SMP Inspection & Maintenance Program (Page 37)				1/3/2025					X			
Train Staff - Post-Construction SMP Inspection & Maint. Program (Dept. Endorsed Training) Page 38										X		
Update Name/Contact Info of Individuals Trained Post Construction Procedures (Page 38)				1/3/2025					X			
MCM 6												
BMPs For Municipal Facilities & Ops (Pages 39-43)												
Minimize Exposure						X						
Preventative Maintenance Program						X						
Spill Prevention & Response						X						
Erosion Sediment Control						X						
Manage Vegetative Areas/Open Space						X						
Salt Storage						X						
Waste, Garbage, Floatable						X						
Municipal Facilities (Pages 43-51)												
Municipal Facility Program						X			X			
Municipal Facility Inventory					X				X			
Municipal Facility Prioritization						X			X			
High Priority Facility SWPPP							X			X		
Wet Weather Visual Monitoring (High Priority)										X		
Comprehensive Site Assessments (High Priority)										X		
Comprehensive Site Assessments (Low Priority)										X		
Train Staff- Municipal Facility Procedures										X		
Update Name/Contact Info of Individuals Trained Municipal Facilities Procedures									X			
Municipal Operations & Maintenance (Pages 51 - 55)												
Municipal Operations Program & Update						X			X			
Train Staff- Municipal Operations Program										X		
Municipal Operations Corrective Actions (24 hours, 7 days, 30 days)												
Catch Basin Inspection & Maintenance Program						X						
Roads Bridges Parking Lots & ROW Maintenance by July 3, 2024			7/3/2024								X	
Sweeping Procedures by July 3, 2024			7/3/2024						X			
Sweeping Frequency: All Roads, Bridges, Parking Lots, & ROW											X	
Sweeping Frequency: Roads in Businesses and Commercial Areas									X			
Road Maintenance Program BMPs (Paving, Pesticide Application, Contain Pollutants)							X		X			
Road Maintenance Procedures (Calibrate Equipment & Follow DOW Tech & Operation Guidance Series 5.1.11 Snow Disposal							X		X			

OWSC Strategic Plan 20242025
Program & Communications Plan Implementation Schedule Updates
October 21, 2024

Attendees: Ryan Destro, Norm Druschel, Brian Frey, Keith Maynard, William Emblidge, Dan Delpriore, Alaina Robarge

Target/Tactics:

• ***Create Resource guides for business partners***

Ongoing committee. Create rack cards or posters for industries, commercial properties, and developers.

- Brochure committee is revamping the outreach materials one at a time and updating them on the OWSC website

MS4 Members: Create a list of your MS4's priority pollutants and email list to Ryan by January 1st, 2025.

• ***Create an electronic toolkit for municipalities to distribute and/or produce***

Ongoing committee. Downloadable and printable materials are on the OWSC website.

- Brochure committee is revamping the outreach materials one at a time and updating them on the OWSC website

• ***Assessment of current programs and events***

MS4 Members: Remember to update the online Google spreadsheet with special events and public participation.

- Alaina is finalizing the spreadsheet and will share with the OWSC when complete

• Facebook posts/social media campaign are ongoing

- MS4 Members: Reminder to provide content/event schedules for Alaina to post online.

• ***Distribute collateral at local farmers markets***

Ongoing. Recommend focusing on larger farmers' markets (Victor & Walworth). Reach out to the Town of Farmington for their schedule.

Other General Recommendations for Public Participation Events:

Sponsorship in Ontario and Wayne Counties for Household Hazardous Waste and/or Tire Cleanups.

Research partnership with Long Acre Farms assigned to Kim

Attend Ontario County Landfill Casella Event (on hold since Covid)

Research events at East View Mall, Rainaldi Winter Festival

Research co-sponsored cleanup events:

- Victor Hiking Trails in Ontario County
- Trail Works in Wayne County
- Kayaking, Canoeing or Snowmobile Clubs
- GROC Trail Rides and Events

OWSC's PROGRAM & COMMUNICATIONS PLAN IMPLEMENTATION 2019-2023 (2024 Review of Priorities List)

Strategic Intent: Be a catalyst for sustainable behavior change, and inspire residents, businesses and local organizations to protect and improve local water bodies.										Last Revised 02/11/23
STATUS (Not Started, In Progress or Completed)	STRATEGY	TARGETS / TACTICS	PRIORITY (High/Medium/Low)	LEAD	SUPPORT 1	SUPPORT 2	YEAR	BY what M?	MEASURES/TARGETS	NOTES
In progress	Increase engagement with the community through strategic partnerships, high-value programming and inspiring messaging.	Brochure Committee revamping informational materials Create resource guides for business partners	High	Alaina Robarge	Scott Allen	Keith Maynard	Ongoing		Ongoing: Create rack cards or posters for Industries, Commercial Properties, and Developers.	Combined with electronic toolkit for municipalities to distribute/ or produce. Created Pet Waste for Veterinarian Offices, FOG for Restaurants and Pool/Spa Brochure for Pool & Spa Facilities
In progress	Increase engagement with the community through strategic partnerships, high-value programming and inspiring messaging.	Brochure Committee revamping informational materials Create an electronic toolkit for municipalities to distribute and/or produce	High	Alaina Robarge	Scott Allen	Keith Maynard	Ongoing		Ongoing: Downloadable brochures to be added to website as created.	Materials added to website for Pet Wastes, FOG/Restaurants, Pool/Spa, Hazardous Household Waste
Completed	Increase engagement with the community through strategic partnerships, high-value programming and inspiring messaging.	Assessment of current programs and events	High	Kim Boyd	All MS4s Members		Annual		Completed for 2019-2020 & 2020-2021, 2021-2022	See Summary of Public Education & Participation Events 01/30/23
In progress	Increase awareness of the Ontario-Wayne Stormwater Coalition through a multi-pronged outreach plan that positions OWSC as a "go-to" resource for water quality education, programming, and stewardship.	MS4's to provide Alaina with new content to upload when identified Focus on feedback regarding desired ways to receive info (50% by social media and 45% by email)	High	Alaina Robarge	All MS4s Members		Ongoing		Provide information to targeted audiences via social media. Ideas: Start collecting email addresses during events. Create a List Serv to disseminate information.	Facebook Posts are priority. MS4s continue to use Town Wide Distributions (Town Topics, Victor Voice, Key Topics - Employees)
In progress	Increase engagement with the community through strategic partnerships, high-value programming and inspiring messaging.	MS4's to provide Alaina with new content to upload when identified Develop a social media campaign that inspires active posting participation	High	Alaina Robarge	All MS4s Members		Ongoing		31 Followers, 53 Followers, 62 Followers Ideas: Assign responsibility and commit to a monthly posting schedule.	Alaina has created a Facebook Page for the Coalition but needs content from the members. We created a Social Media Posting Calendar with reminders of special events to post. Need to tie into Elected Officials postings.
In progress	Increase awareness of the Ontario-Wayne Stormwater Coalition through a multi-pronged outreach plan that positions OWSC as a "go-to" resource for water quality education, programming, and stewardship.	Ongoing Distribute materials at local Farmers Markets	High	Alaina Robarge	All MS4s Members		Ongoing		Victor & Walworth	Reach out to Farmington for Farmer's Market schedule to distribute information.
In progress 2023	Increase awareness of the Ontario-Wayne Stormwater Coalition through a multi-pronged outreach plan that positions OWSC as a "go-to" resource for water quality education, programming, and stewardship.	Completed Design of Outreach/Educational materials - Ordering Establish fun, fresh programming to counter current attitudes	Medium	Kim Boyd	John Turner	Tim McElligott	2023		Andrew Soucier	Poss'bly create an interactive display to be used at Coalition events.
In progress 2023	Increase awareness of the Ontario-Wayne Stormwater Coalition through a multi-pronged outreach plan that positions OWSC as a "go-to" resource for water quality education, programming, and stewardship.	Completed Design of Outreach/Educational materials - Ordering Create a memorable slogan to highlight "plumbing"	Medium	Kim Boyd	John Turner	Tim McElligott	2023		Andrew Soucier	Only Rain Down the Drain, Maps, Partner with Sewer Districts
In progress 2023	Increase awareness of the Ontario-Wayne Stormwater Coalition through a multi-pronged outreach plan that positions OWSC as a "go-to" resource for water quality education, programming, and stewardship.	Ongoing Special messaging at waterfront events / events near the water	Medium	Alaina Robarge			2023			Annual 5Ks, Canal Days (May be a priority for Town of Macedon)

STATUS (Not Started, In progress or completed)	STRATEGY	TARGETS / TACTICS	PRIORITY (High/Medium/Low)	LEAD	SUPPORT 1	SUPPORT 2	YEAR	BY what M?	MEASURES/TARGETS	NOTES
Not Started	Maximize and leverage the results of the survey by using data to inform decisions and sharing key learnings with partners.	Establish quarterly sessions for info-sharing and analysis of systems	Low				TBD	TBD		Become involved in other organizations
Not Started	Maximize and leverage the results of the survey by using data to inform decisions and sharing key learnings with partners.	Coordinate messaging with organizations who do business with residents (water companies and authorities, sewer districts, etc.)	Low				TBD	TBD		Jason Monroe - Wayne County Water & Sewer
Not Started	Maximize and leverage the results of the survey by using data to inform decisions and sharing key learnings with partners.	Presentation of survey and plan results	Low				TBD	TBD		Holding off for a second survey to compare data
Not Started	Maximize and leverage the results of the survey by using data to inform decisions and sharing key learnings with partners.	Plan to reissue the survey in 2-3 years to gauge progress	Low				TBD	TBD		

Strategic Plan Committee to meet again in January 2025 to update list of priorities and assign tasks to applicable committees.

INTERMUNICIPAL AGREEMENT

REGARDING COOPERATION TO COMPLY WITH THE FEDERAL PHASE II STORMWATER REGULATION IN ONTARIO AND WAYNE COUNTIES

An INTERMUNICIPAL AGREEMENT among the Ontario-Wayne Counties Stormwater Coalition members of the Towns of **CANANDAIGUA, 5440 Routes 5 & 20 West, Canandaigua, NY 14424**, FARMINGTON, 1000 County Road 8, Farmington, New York 14425, MACEDON, 32 Main Street, Macedon, New York 14502, ONTARIO, 1850 Ridge Road, Ontario, New York 14519, VICTOR, 85 East Main Street, Victor, New York 14564, WALWORTH, 3600 Lorraine Drive, Walworth, New York 14568, hereinafter referred to as "Towns", the Coalition members of the Village of VICTOR, 60 East Main Street, Victor, New York 14564, hereinafter referred to as "Village"; ONTARIO COUNTY on behalf of its Department of Public Works with offices at 2962 County Road 48, Canandaigua, New York 14424; and WAYNE COUNTY on behalf of its Highway Department with offices at 7227 Route 31, Lyons, New York 14489, as authorized by Article 5-G of the General Municipal Law.

WHEREAS, the Phase II federal stormwater regulations require that regulated municipal separate storm sewer system operators comply with the SPDES General Permit for Stormwater Discharges (latest version) issued by the New York State Department of Environmental Conservation; and

WHEREAS, the Phase II federal stormwater regulations require that for each regulated municipal separate storm sewer system the municipality must prepare and implement a stormwater management program that includes six minimum control measures; and

WHEREAS, the municipalities recognize that, because watersheds and separate storm sewer systems cross municipal and county boundaries and because there are opportunities to save money and resources by working collaboratively, the municipalities should work cooperatively to comply with the requirements of the Phase II federal stormwater regulations; and

WHEREAS, the Ontario-Wayne Stormwater Coalition started holding meetings beginning in 2004 to identify and analyze options for pooling resources to meet the requirements of the Phase II Federal Stormwater Regulations, and;

NOW, THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, the parties hereto mutually agree as follows:

1. The term of this agreement shall be from **February 1, 2025 through January 31, 2030**. At such time, this agreement may be renewed, amended, or terminated. Any party may withdraw from this agreement upon 60 days written notice to the other parties with or without cause.
2. The work of the Ontario-Wayne Stormwater Coalition shall be to work collaboratively to:
 - a. Comply with the latest Phase II Federal Stormwater Regulations and permit conditions placed on municipal separate storm sewer system operators and any future permit guidelines;

- b. Protect and/or improve the water quality of local water ways in accordance with State, County, and local water quality planning documents and policies
- c. Facilitate the use of existing or future resources, organizations, and programs for the provision of the services necessary to comply with the Phase II regulations
- d. Research and implement an appropriate funding mechanism to meet the financial needs resulting from compliance with the Phase II Federal Stormwater Regulations
- e. Report annually to the Ontario County Board of Supervisors, Ontario County Water Resources Council, Wayne County Board of Supervisors, and Wayne County Water Quality Coordinating Committee on the Coalition's progress with compliance and funding issues.

3. Each Coalition member (Municipality or Agency) will pay an annual membership fee to the Coalition to fund the implementation of compliance activities, which are part of each Coalition member's stormwater management plan. This fee will be determined annually by the Stormwater Coalition and approved by the full membership of the Stormwater Coalition. The fee schedule is included in Appendix 'A'.

4. Each Coalition member will designate an official representative to serve on the Stormwater Coalition. The designee shall be responsible to attend and participate in bimonthly meetings of the Coalition and the task groups created to facilitate compliance with different aspects of the regulations, and to transmit stormwater policy issues to his or her Coalition member. The designee shall also be responsible to obtain opinions on stormwater policy issues from the Coalition member and to share such opinions with the Stormwater Coalition membership. Every Coalition member entitled to vote or attend a meeting of the Stormwater Coalition may authorize another person to act by signed proxy.

5. The officers of the Stormwater Coalition shall be the Chair and Vice-Chair. The officers shall be elected to two-year terms by a majority of the members present at a regularly scheduled meeting. The duties and responsibilities of the Chair shall be to preside at meetings of the Coalition, and function as the official spokesperson for the Coalition. The Vice-Chair shall assist the Chair and subsequently assume the Chair position for a two-year term.

6. Membership fees, which are outlined in Appendix A, should be paid to the Ontario County Soil and Water Conservation District by the date established by the Coalition. If payment is not received within 30 days of this date (Feb 1), then membership will be revoked unless the Coalition has agreed to other payment arrangements.

7. Stormwater Coalition decisions and recommendations are generally made by consensus. Consensus is defined as all members of the Coalition being able to support the decision or recommendation.

When the Coalition cannot reach consensus, voting will be used for decision-making. Each Coalition member (municipality or agency), that has paid its Coalition membership fee in-full, shall have one vote. All decisions requiring voting shall be made by the majority of the members (or their officially designated alternates) present at a regularly scheduled meeting. In the case of a tie vote, the Chair shall cast the tie-breaking vote.

8. Staff from the local, regional, and state agencies may provide staffing services to the Ontario-Wayne Stormwater Coalition. This will include coordination of the Coalition, the task groups, management of Coalition projects, applying for grant funding, and coordination of awarded grants. The Coalition or its designated service provider may, with the approval of the Coalition, also manage the implementation of the membership fee and develop a template for the annual reports that must be submitted by each regulated Coalition member. The Ontario- Wayne Stormwater Coalition shall not be the employer of such staff.

9. This Agreement may be modified or amended only in writing duly executed by all parties, which shall be attached to and become a part of this Agreement.

10. Each party shall defend, indemnify and hold harmless the other, its officers, agents and assigns for all liability arising out of its activities under this Agreement. The obligations of this paragraph shall survive the expiration or termination of the Intermunicipal Agreement, whether occasioned by this Intermunicipal Agreement's expiration or earlier termination.

11. This Agreement constitutes the entire Agreement between the parties and supersedes any and all prior Agreements between the parties hereto for the services herein to be provided. The Agreement shall be governed by and construed in accordance with the laws of New York State without regard or reference to its conflict of laws and principles.

12. Each Coalition Member shall be solely responsible and liable for its own activities under this Agreement, for obtaining its permit coverage under the SPDES General Permit for Stormwater Discharges from MS4s (current permit) and for the preparation, implementation, operation and maintenance of its own stormwater management program including, but not limited to, the required minimum control measures.

Signatories

Town of CANANDAIGUA Supervisor:

Date:

Town of FARMINGTON Supervisor:

Date:

Town of MACEDON Supervisor:

Date:

Town of ONTARIO Supervisor:

Date:

Town of VICTOR Supervisor:

Date:

Town of WALWORTH Supervisor:

Date:

Village of VICTOR Mayor:

Date:

ONTARIO COUNTY, on behalf of its Department of Public Works

Title:

Signature:

Date:

WAYNE COUNTY, on behalf of its Highway Department

Title:

Signature:

Date:

APPENDIX A

Ontario-Wayne Stormwater Coalition

2025-2030 Annual Membership Fee Schedule:

Type of Coalition Member	Annual Membership Fee	
<ul style="list-style-type: none">• MS4 Towns• Ontario County Highway Department• Wayne County Highway Department• MS4 Villages• Non Traditional MS4's to include School Districts	\$5,000.00	



ONTARIO-WAYNE STORMWATER COALITION
WWW.OWSC.ORG

TREASURER'S REPORT
December 17, 2024

SAVINGS ACCOUNT:

October bank account data:
Beginning Balance: \$6,450.71
Interest earned= \$0.20
Deposits=\$0.00
Withdrawals=\$5,692.50
Ending Balance: \$758.41

CHECKING ACCOUNT:

October bank account data:
Beginning Balance: \$21.70
Interest earned= \$0.00
Deposits= \$5,692.50
Withdrawals= \$2,925.00
Ending Balance: \$2,789.20

November bank account data:

Beginning Balance: \$758.41
Interest earned= \$0.03
Deposits=\$0.00
Withdrawals=\$0.00
Ending Balance: \$758.44

November bank account data:

Beginning Balance: \$2,789.20
Interest earned=\$0.00
Deposits=\$0.00
Withdrawals=\$2,767.50
Ending Balance: \$21.70

Certificate of Deposit (Matures December 17, 2024) \$100,830.88 (\$403.38 earned in October)

Bills paid in October:

- a. BME - \$2,767.50
- b. OCSWCD - \$2,725.00
- c. SykOps LLC - \$200.00 (speaker fee)

Total Bills paid: \$5,692.50

Bank Accounts are reconciled through November 30, 2024

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 November 2024

	Jan - Nov 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	3,910.31	40.00	3,870.31	9,775.8%
Total Interest Earned	3,910.31	40.00	3,870.31	9,775.8%
2771 · MS4 Annual Dues	37,500.00	37,500.00	0.00	100.0%
Total Income	41,410.31	66,525.00	-25,114.69	62.2%
Expense				
Contractual				
.401A · MS 4 Expenses				
Admin- OCSWCD Manager	200.00			
Admin-OCSWCD-minutes bookkee...	2,800.00	5,000.00	-2,200.00	56.0%
Annual Report-BME	0.00	3,500.00	-3,500.00	0.0%
Audit	0.00	6,000.00	-6,000.00	0.0%
Consultant Meeting Attend-BME	1,836.25	2,500.00	-663.75	73.5%
DEC permit assistance-BME	3,903.75	8,000.00	-4,096.25	48.8%
Graphic Design	4,700.00	4,700.00	0.00	100.0%
Municipal Meetings-BME	1,222.50	1,500.00	-277.50	81.5%
Promotional Material	2,557.44	11,000.00	-8,442.56	23.2%
Public Education & Out-Educator	4,925.00	9,000.00	-4,075.00	54.7%
Strategic Planning	202.50	2,500.00	-2,297.50	8.1%
Technical Assistance-BME	3,577.50	4,000.00	-422.50	89.4%
Training - BME	840.00	3,800.00	-2,960.00	22.1%
Training courses/materials	1,000.00	4,000.00	-3,000.00	25.0%
Training OCSWCD	500.00	1,000.00	-500.00	50.0%
Webpage-domain name (Layer 8)	14.95	25.00	-10.05	59.8%
Total .401A · MS 4 Expenses	28,279.89	66,525.00	-38,245.11	42.5%
Total Contractual	28,279.89	66,525.00	-38,245.11	42.5%
Total Expense	28,279.89	66,525.00	-38,245.11	42.5%
Net Ordinary Income	13,130.42	0.00	13,130.42	100.0%
Net Income	13,130.42	0.00	13,130.42	100.0%

OWSC Budget

		<u>2022</u> <u>Approved</u> <u>Budget</u>	<u>2022</u> <u>Amended</u> <u>Budget</u>	<u>2023</u> <u>Approved</u> <u>Budget</u>	<u>2023</u> <u>Amended</u> <u>Budget</u>	<u>2024</u> <u>Approved</u> <u>Budget</u>	<u>2024</u> <u>Amended</u> <u>Budget</u>	<u>2025</u> <u>DRAFT</u> <u>Budget</u>
Website								
Hosting & Domain			\$15	\$25	\$525	\$25	\$25	\$25
	Website Total	\$0	\$15	\$25	\$525	\$25	\$25	\$25
Training								
Training Assistance	(each member receives \$500 toward training-2023)							
	Training Total	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,500
Marketing/Community Involvement/Outreach								
Promotional Materials		\$9,000	\$8,985	\$9,000	\$9,000	\$11,000	\$11,000	\$11,000
Graphic Design		\$3,000	\$3,000	\$3,000	\$3,000	\$4,000	\$4,700	\$4,000
	Marketing/Outreach Total	\$12,000	\$11,985	\$12,000	\$12,000	\$15,000	\$15,700	\$15,000
Audits								
EPA/DEC Audit Assistance	(up to \$3,000 per year; max 2 members per year)	\$6,000	\$9,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
	Audits Total	\$6,000	\$9,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
Administration (BME)								
DEC Permit Assistance		\$4,000	\$4,000	\$4,000	\$4,000	\$8,000	\$8,000	\$8,000
Consultant Meeting Attendance		\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$3,000
Municipal Meetings		\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Technical Assistance		\$10,000	\$12,000	\$9,500	\$9,500	\$4,000	\$4,000	\$4,000
Annual Report Preparation		\$5,000	\$3,000	\$3,000	\$3,000	\$3,500	\$3,500	\$4,000
Strategic Planning		\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
Training				\$4,500	\$4,000	\$4,500	\$3,800	\$4,500
	BME Total	\$25,500	\$25,500	\$27,500	\$27,000	\$26,500	\$25,800	\$27,500
OCSWCD								
MS4 Record Keeping	(manager, minutes & bookkeepi	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Conservation District Educator	(school visits, public education and outreach)	\$9,000	\$6,000	\$9,000	\$9,000	\$9,000	\$9,000	\$9,000
Stormwater Training		\$0	\$0	\$0	\$0	\$1,000	\$1,000	\$1,000
	OCSWCD Total	\$14,000	\$11,000	\$14,000	\$14,000	\$15,000	\$15,000	\$15,000
	Total Expenditures	\$61,500	\$61,500	\$63,525	\$63,525	\$66,525	\$66,525	\$68,025

Revenue								
Revenue from Dues	\$37,500	\$37,500	\$37,500	\$37,500	\$37,500	\$37,500	\$37,500	\$45,000
Interest	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$3,000
Fund Balance (bank account)	\$23,960	\$23,960	\$25,985	\$25,985	\$28,985	\$28,985	\$28,985	\$20,025
Total Revenue	\$61,500	\$61,500	\$63,525	\$63,525	\$66,525	\$66,525	\$66,525	\$68,025