

**ONTARIO-WAYNE STORMWATER COALITION
MINUTES FROM TUESDAY, JUNE 19, 2007
9:30 AM – 11:00 AM
VICTOR VILLAGE HALL**

Next Meeting is Tuesday, July 17, 2007 at 9:30 AM, Victor Village Hall.

Attendees: Ken Wilson, Town of Victor (rep. Troy Paige); Dan Cornwall, Village of Macedon; Scott Allen, Town of Macedon; Bob Raeman, Sniedze Associates (rep. Town of Victor); Al Benedict, CEO of T/V Victor; Bob Wykle, Town of Ontario; Jack Henehan, Town of Farmington; Jeff Emerling, Parks Commissioner, Town of Walworth; Carl Hewings, Parrone Engineering (rep. Town of Walworth); Colleen Donovan (NYS DEC, Region 8); and Jayme Breschard, Andrew Stuart and David Zorn, G/FLRPC.

Action Items from Tuesday, May 15:

1. G/FLRPC will complete an Annual Report for the Ontario-Wayne Stormwater Coalition based on activities from June 1, 2006 to May 31, 2007 and circulate to the Coalition members to fill in any gaps. **Complete.**
2. G/FLRPC is asking that Coalition members please submit nominations for Chair and Vice Chair. Please email/call Jayme Breschard with your nominations in time for our next meeting. **Incomplete.**
3. G/FLRPC is available to assist any towns and villages with local law adoption for “Prohibit Illicit Discharges, Activities and Connections to Separate Storm Sewer System (MM 3)” and “Stormwater Management and Erosion & Sediment Control (MM 4&5).” **In process.**
4. Colleen Donovan will provide billing and progress report “template” forms for Rounds 8 and 9 to G/FLRPC, to then circulate to Coalition members. **Complete**, see: <http://www.gflrpc.org/ProgramAreas/Planning/WaterResources/OntarioWayneMS4/WQIPDocumentationRequirements.pdf>.
5. Colleen Donovan will confirm with Amy Smith, Water Education Specialist at NYS DEC whether she can organize a Project WET Workshop in early fall. **Complete.**
6. Please RSVP to Jayme Breschard, 585-454-0190 x18 or jbreschard@gflrpc.org, for the MM6: Good Housekeeping/Pollution Prevention Workshop on Wednesday, May 30 at 9:30 AM. Instructions provided by Andy Sansone, Monroe County DES and Anne Spaulding, Pollution Prevention Coordinator from the City of Rochester. It will be hosted at the Town of Farmington Highway Facility. This workshop is geared towards all levels and will run no longer than 1.5 hours. **Complete.**

Agenda Items:

1. Discussed status of Annual Report for the Ontario-Wayne Stormwater Coalition. All seven municipal MS4s stated that their Annual Report has been submitted and either included coalition-based activities onto their individual MS4 report or printed/submitted the Coalition-based Annual Report circulated by G/FLRPC. Wayne and Ontario County representatives not in attendance to report status of Annual Report.

2. Coalition representatives discussed Chair and Vice Chair positions. Colleen Donovan suggested that one representative be from Ontario County while the other represent Wayne County. Clarification made regarding Vice Chair position, that whoever is Vice Chair—at the time when the Chair’s position comes to an end—that person would then assume Chair. Please submit nominations to Jayme Breschard. G/FLRPC will create and circulate bullet points of “anticipated” responsibilities for Chair and Vice Chair.

3. Discussed status of local law adoption for the January 8 deadline. Informed the group that the Village of Victor had adopted, “Prohibit Illicit Discharges, Activities and Connections to Separate Storm Sewer System (MM 3).” That makes two out of the seven municipal MS4s in compliance by January 8. Town of Macedon anticipates August timeline for adoption. Town of Ontario has submitted language to their attorney. Village of Macedon and Town of Walworth will present to attorney shortly. Need to follow-up with Town of Farmington. Colleen Donovan has asked that each municipal MS4 be able to report to the Coalition at our next meeting exactly where in the local law adoption their municipality stands. Also, to please provide your respective attorney names and contact information so that DEC can contact them.

Colleen Donovan also stated that for those MS4s that adopt—as part of this permit period—the state model local laws before January 8, that those ordinances are good without change. A permit period is five years.

G/FLRPC is still available to assist any towns and villages with local law adoption for “Prohibit Illicit Discharges, Activities and Connections to Separate Storm Sewer System (MM 3)” and “Stormwater Management and Erosion & Sediment Control (MM 4&5).”

4. Colleen Donovan distributed billing “template” form for Rounds 8 and 9. Also available at: <http://www.gflrpc.org/ProgramAreas/Planning/WaterResources/OntarioWayneMS4/WQIPDocumentationRequirements.pdf>. Coalition members should have started accounting for the time. Budget based on grant funding application items. When contract is executed we will be able to bill for 25% advance. After that we will be submitting quarterly billing which will be done by G/FLRPC based on billing material and progress reports received by the 15th of the month after the end of the quarter, minus 10% retainage.

5. Colleen Donovan has confirmed with Amy Smith, Water Education Specialist at NYS DEC, that a Project WET Workshop can occur in early fall.

6. Update on the Good Housekeeping/Pollution Prevention Workshop on Wednesday, May 30, 9:30AM at the Town of Farmington Highway Facility. G/FLRPC presented the idea that the video featured at the workshop, *Storm Watch: Municipal Stormwater Pollution Prevention*, can be purchased using WQIP funds. G/FLRPC can act as the repository for the video and other associated materials and establish a borrower system. Coalition representatives, on loan, can take materials back to their respective departments for in-house training. All representatives agreed that this is a good idea.

Colleen Donovan also stated that as part of DEC's evaluation and inspection of the Phase II regulated MS4s, good documentation of AR activity is necessary. Jayme Breschard will circulate attendance sheets for the IDDE and Good Housekeeping Workshops.

Action Items:

1. Individual MS4s need to make use of the coalition activities and keep good documentation for future DEC inspection. **Please provide to G/FLRPC all individual MS4 documentation of activities for MM 1-6 so that G/FLRPC can act as a repository and demonstrate "in-kind" contribution.**
2. Municipal MS4s will provide contact information for respective attorneys at Colleen Donovan's request and will be ready to report back to the Coalition on Tuesday, July 17th regarding the exact status of local law adoption.
3. Subcommittee groups?
4. Nominations for Chair and Vice Chair still needed. G/FLRPC will circulate bullet points of "anticipated" responsibilities for Chair and Vice Chair.
5. G/FLRPC will purchase *Storm Watch: Municipal Stormwater Pollution Prevention* video package and inform Coalition representative when available.
6. G/FLRPC will circulate attendance sheets for IDDE and Good Housekeeping Workshops.
7. G/FLRPC will post student intern Andy Stuart's notes regarding *Advice from NYS Stormwater Coalitions for Meeting Minimum Measures*.
8. G/FLRPC will coordinate CPESC training activities, look into Monroe County SWCD construction inspection training, and Cornell Local Roads Programs/Workshops.
9. G/FLRPC will contact Tom DeRue, Ontario County SWCD, regarding the status of IMA invoices.
10. G/FLRPC will follow-up with Amy Smith and begin to coordinate Project WET Workshop in the fall 2007.
11. G/FLRPC will arrange for Kate Hackett, Chair for the Stormwater Coalition of Tompkins County, to speak at an upcoming Coalition meeting.
12. Colleen Donovan will provide template for WQIP funding "tasks."
13. Colleen Donovan to research whether any NYS certifications exist (outside of CPESC, Inc.) for Stormwater Management Officers, Erosion and Sediment Control Inspectors, etc.

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