

**ONTARIO-WAYNE STORMWATER COALITION  
MINUTES FROM AUGUST 21, 2007  
9:30 AM – 11:00 AM  
VICTOR VILLAGE HALL**

**Next Meeting is Tuesday, September 18, 2007 at 9:30 AM, Victor Village Hall.**

**Attendees:** Scott Allen, CEO, Town of Macedon; John Berry, Deputy Commissioner, Ontario County Department of Public Works; Jim Peet, MRB Group (rep. Towns of Farmington and Ontario); Jim Abraham, DPW Director, Village of Victor; Bob Wykle, Superintendent, Water Utilities Department, Town of Ontario; Ed McLaughlin, Highway Superintendent, Town of Farmington; Carl Hewings, Parrone Engineering (rep. Town of Walworth); P.J. Emerick, District Manager, Ontario County SWCD; Colleen Donovan, DEC Region 8; and Jayme Breschard, G/FLRPC.

**Action Items from July 17:**

1. Individual MS4s need to make use of the coalition activities and keep good records for future DEC inspection and in-kind documentation for WQIP 50-50 grant.
2. G/FLRPC will post notes regarding “subcommittee” structure/coordination model, based on Monroe County Stormwater Coalition. **Done.** Available at: <http://www.gflrpc.org/ProgramAreas/Planning/WaterResources/OntarioWayneMS4/Subcommittee%20Coordination.pdf>.
3. Continual update of local law adoption.
4. G/FLRPC will purchase *SWPP for Construction Sites: Ground Control*. Anyone interested in borrowing the *SWPP for Construction Sites: Ground Control* or the *Storm Watch: Municipal Stormwater Pollution Prevention* training kits, please contact Jayme Breschard. Assistance with organization of an in-house workshop is also available.
5. Jayme Breschard will circulate **Project WET** form letter, with accompanying materials and school contact information, to Dan Cornwall, Bob Wykle, Floyd Kofahl, Troy Paige, Ed McLaughlin, and Al Benedict for assistance with municipal letterhead circulation—once a date(s) is confirmed with Amy Smith, Water Education Specialist at DEC and a location designated (Macedon Public Library?) Anyone interested in providing assistance with this education and outreach project, please contact Jayme. It is also suggested that the **highest elected official** sign this letter, so that a better response/attention can be garnered from the area school districts regarding the public education and public participation component of the Phase II MS4 program. **Done.**
6. Jayme Breschard will report on the status of a CPESC, Inc. exam review course and exam in Rochester by the next meeting.
7. Colleen Donovan will provide template for WQIP funding for “scope and tasks.” **Done.**
8. Colleen Donovan to continue researching into CPESC, Inc. training.

## **Agenda**

PJ Emerick, new District Manager for Ontario County Soil and Water Conservation District, introduced himself to the group.

### **WQIP: Rounds 8 and 9**

Steps in the contract process: 1. Describe the work plan; 2. Responsible for accounting and administration; and 3. Reporting by quarterly and annual reporting.

The activities that you are asking for the reimbursement-match must follow what was originally asked for in the WQIP application (for both Rounds 8 and 9).

In order to receive the contracts, the Municipal Resolution must be signed and returned. Ontario County Soil and Water Conservation District can sign this Municipal Resolution, as the lead applicant. The Lead Applicant Self-Certification form verifies the commitment of all participating MS4s (this form provided in the contract). PJ Emerick will execute this, with approval from Board of Directors.

**QUARTERLY** progress reports will need to be supplied to PJ Emerick, Ontario County Soil and Water Conservation District, in order to receive reimbursement for the WQIP funding. However, detailed documentation of “in-kind” will need to be demonstrated on these progress reports.

Colleen Donovan handed out “MS4 – Phase II Stormwater Documentation Requirements.” Also available at:

<http://www.gflrpc.org/ProgramAreas/Planning/WaterResources/OntarioWayneMS4/WQIPDocumentationRequirements.pdf>.

SEQR. Quoting from the contract letter, “A New York State contract for a Water Quality Improvement Project cannot be executed until you, as sponsoring agency, have complied with the State Environmental Quality Review Act. Submit documentation that you have satisfied the requirements of SEQR. If you determine the project will not have a significant adverse impact of the environment, submit the negative declaration document to the Regional Permit Administrator.” SEQRA requirements for both contracts are currently being evaluated by DEC. Update to be provided at next meeting.

### **Intermunicipal Agreement**

There are two (2) outstanding IMA invoices. PJ Emerick will contact Jayme Breschard with those outstanding invoices.

### **Local Law Adoption**

Town of Walworth – Town Board meeting on September 13<sup>th</sup>.

T/V Victor – Good.

V/Macedon – Need to follow-up with Dan Cornwall.

Where is your authority to adopt the local law? Question posed by attorney for the Town of Ontario. DEC is currently fielding that question.

New permit language will highlight the “non-traditionals.” Responsibilities will be better understood.

Discussion about how and what DEC will look for in an audit; when evaluating compliance with the MS4 program.

Colleen Donovan stated the two most important items of the Phase II program are: 1. Completion of IDDE mapping and 2. Adoption of the two local laws.

Coalition members asked for examples – How will DEC measure these improvements? Colleen Donovan will look into this and provide an answer at the next meeting.

### **Project WET**

Jayme Breschard provided the invitation letter template and Project WET flyers to Dan Cornwall, Bob Wykle, Floyd Kofahl, Troy Paige, Carl Hewings, Ed McLaughlin, and Al Benedict. Amy E. Smith, Water Education Specialist at NYSDEC, will conduct two workshops for 10 to 35 teachers of Grades K through 12 on the following dates: Wednesday, October 3, 2007 and Wednesday, October 10, 2007. The workshops will run from 4:30pm to 7:00pm. Attendees must be present at both evening workshops to qualify for the five hours of educator training. Workshop location is the Community Room at the Macedon Public Library, 30 Main Street, Macedon, NY 14502.

Scott Allen will check with Dan Cornwall to see whether invitations were sent out to the Macedon area school districts.

No teachers have registered to-date.

### **Other**

PJ Emerick passed around a quarterly invoice from G/FLRPC for personnel services, supplies, and materials amounting to \$6,741.10. Approved by the Coalition members.

### **Action Items:**

1. PJ Emerick will mail out copies of applicable paperwork for the Rounds 8 & 9 WQIP contracts to all MS4s.
2. PJ Emerick will provide to Jayme Breschard outstanding IMA invoices. **Done.**

3. Colleen Donovan will look into SEQRA requirements for WQIP contracts.
4. Colleen Donovan to look into examples for “visual inspections” as per DEC audits.
5. Colleen Donovan to look into language in proposed new permit RE: CPESC.
6. Jayme Breschard will post updates to MS4 Phase II Stormwater Projects Documentation Requirements (including State Aid Voucher). **Done.**
7. Jayme Breschard to follow-up with Edith Davey for available PowerPoint Presentations. **Done.** “Winterizing Construction Sites” presentation tentatively set for Tuesday, October 16<sup>th</sup> Coalition meeting.
8. Jayme Breschard will look into CPESC, Inc. exam review course and exam. **Done.** Review course is available on Thursday, September 27 at the NYSDEC Log Cabin at the Fairgrounds, Syracuse. The fee for the review course is \$80 and includes the study guide and light refreshments. CPESC, Inc. exam is available on Wednesday, October 24 at the NYSDEC Log Cabin at the Fairgrounds, Syracuse. Approval from CPESC, Inc. is needed at the time of the exam (therefore, on October 24<sup>th</sup>)—expect 4-6 weeks for the CPESC, Inc. application to be processed. CPESC, Inc. approval is **not** required to take the exam review course. The application fee of \$200, required with the application packet, entitles the applicant to sit for the exam. The application packet is available at: <http://www.cpesc.net/cpescapp.pdf>. Please register with Jayme Breschard for either the CPESC, Inc. exam review course or exam.

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**According to the Rotating Chair Schedule, Scott Allen, Building Inspector/Zoning Officer for the Town of Macedon, will lead this meeting.**