

**Jefferson County Stormwater Coalition Meeting
Village of Black River
1:00-2:00 P.M.
December 4, 2014**

1. Roll Call

Town of LeRay – Mark Capone
Town of Rutland – Mike Gillette, Claude Phelps
Town of Watertown – Joel Bartlett, David Prosser
Village of Black River – Kathie Montigelli, Kristin Burroughs
Village of Brownville – Brenda McConnell
Village of Carthage – Wayne McIlroy, John McHugh
Village of Dexter – Steve Lane
Village of West Carthage – Scott Burto, Ron Blinebry
City of Watertown – Mike Sligar
Jefferson County Planning – Andy Nevin, Jennifer Voss
Jefferson County Soil & Water Conservation District – Christine Watkins, Mike Montigelli, Pat Crast
Tug Hill Commission – Kathy Amyot, Katie Malinowski

2. Call To Order

John McHugh made a motion to call the meeting to order at 1 pm with Mark Capone as the temporary chairman. Scott Burto seconded. Motion carried.

3. Approval of Minutes from September 17, 2014

David Prosser made a motion to approve the minutes from September 17, 2014. Kathie Montigelli seconded. Motion carried.

4. Treasurer's Report

Mark Capone provided a verbal treasurer's report. Per the Office of State Comptroller guidance, the Town of LeRay has established a separate enterprise fund under its auspices for the Jefferson County Stormwater Coalition. For purposes of setting up the fund, Mark created a basic \$85,000 total budget, with revenues of \$46,500 from the NYS WQIP grant and \$38,500 from member dues, and \$85,000 in contractual services. All nine municipalities have paid their 2014 initiation fee of \$3,500, for a total income so far of \$31,500. The only expense has been approximately \$75 for checks, leaving the account a balance of \$31,424.59.

Kathie Montigelli made a motion to accept the financial report as presented, subject to audit. Mike Gillette seconded. Motion carried.

5. Correspondence/Report of Secretary

Katie Malinowski reported that the Town of LeRay has received initial paper from NYSDEC on the WQIP grant and is working through the contractual process. Each of the nine communities has received a copy of the Intermunicipal Agreements (IMAs) with original signatures. The Jefferson County SWCD Stormwater training class is scheduled for this coming Monday, December 8.

6. Report of Chairman

No report.

7. Report of Committees

No report.

8. New Business

a. Election of Officers

Mike Sligar made a motion to nominate Scott Burto as chairman and John McHugh as vice chairman of the Jefferson County Stormwater Coalition for 2015. Joel Bartlett seconded. Motion carried.

There were no volunteers for Secretary. The group will be canvassed again at the January meeting. In the meantime Katie will continue to take minutes.

b. 2015 Calendar of Meetings

Based on the bylaws and the need to have an annual meeting in June to coincide with the Black River Watershed Conference, ***Mark Capone made a motion to adopt the following calendar of meetings in 2015:***

January 21

March 18

May 20

June TBD

July 15

September 16

November 18

All of these meetings will take place at 1 pm at the Village of Black River office unless otherwise changed at a later meeting.

John McHugh seconded. Motion carried.

It was noted that we should use the Coalition website as well as individual municipal websites to advertise meetings. Kathie Montigelli agreed to take care of public notices for meetings as they are being held at the Black River offices.

c. Jefferson County Membership

Joel Bartlett made a motion to accept Jefferson County into the Jefferson County Stormwater Coalition. Brenda McConnell seconded. Motion carried.

Mike Montigelli will likely be the official representative from Jefferson County but this needs to be confirmed. Mark will work with LeRay's attorney to make sure the IMA is signed and the signature pages taken care of.

d. 2015 Coalition Budget

Chris Watkins informed the group that Jake Ambrose took a position with NYS Department of Health, and his duties are being divvied up between Chris, Pat Crast, and Levi Rudd.

Chris distributed a 2015 budget for Jefferson County SWCD stormwater activities to the group for review. She expects the website to be live by January 1. She is preparing the Coalition bill for 2014 work, but is expecting it will be much less than the \$40,000 that was budgeted as Environmental Finance Center and FLOWPA (Finger Lakes Lake Ontario Watershed Protection Alliance) funding offset many of the SWCD expenses.

Brenda asked what the villages should project for the 2015 Coalition fee. Mike Gillette inquired on making the fee somehow proportional to the amount of workload necessary for an individual municipality. That could be done by number of outfalls, the footprint of the MS4 area related to the remainder of the municipality, etc. There was much discussion, but the group felt that for the first three years, until everyone is fully compliant with the NOI, the fee will remain flat as much of the work is similar across municipalities and the group is enjoying a significant economy of scale by working together. However, in year 4 it would likely become a proportional fee/sliding scale, the details of which are still to be determined. Mike Sligar noted that, although City staff is doing most of their own work, by participating in the Coalition they will be able to enjoy the additional leverage that comes with being part of the larger group. Claude noted that we may need to implement caps and minimums at some point in the future as well.

Mark Capone made a motion to approve the 2015 SWCD proposal with a total cost of \$27,610 as presented. John McHugh seconded. Motion carried.

John indicated that he has been able to use the savings the Village of Carthage is realizing in complying with the MS4 regulations by working with the Coalition in their government efficiency plan for the property tax rebate.

Mark will prepare a full 2015 budget for the next Coalition meeting.

9. Old Business

a. Copies of approved NOI for JCSWCD

Chris has received copies from all municipalities.

10. Payment of Vouchers

David Prosser made a motion to pay the \$75.41 for Coalition checks. John McHugh seconded. Motion carried.

Chris also noted that the grant that the SWCD submitted to build a demonstration rain garden in Black River was denied. She will continue to look for another source. If any communities are interested in urban forestry activities, which would provide stormwater benefits, to let her know.

11. Comments from the Public

None.

12. Adjournment

David Prosser made a motion to adjourn at 2 pm. Mark Capone seconded. Motion carried.

Next meeting January 21, 2015 at 1 pm, Village of Black River offices.