

Jefferson County Stormwater Coalition Meeting
Village of Black River
1:00-2:00 P.M.
March 18, 2015

1. Roll Call

Town of LeRay – Mark Capone
Town of Rutland – Mike Gillette
Town of Watertown – Joel Bartlett, David Prosser
Village of Black River – Kathie Montigelli, Kristin Burroughs
Village of Brownville – Brenda McConnell, Steve Lane
Village of Carthage – Wayne McIlroy, John McHugh
Village of Dexter – James Eves
Village of West Carthage – Scott Burto, Ron Blinebry
City of Watertown – Mike Sligar, Sharon Addison, Ken Mix
Jefferson County – William Johnson
Jefferson County Planning – Jennifer Voss
Jefferson County Soil & Water Conservation District – Christine Watkins, Pat Crast
Tug Hill Commission – Kathy Amyot, Katie Malinowski
NYS Department of Transportation – Don Mattimore

2. Call To Order

Scott Burto called the meeting to order at 1:01 pm

3. Approval of Minutes from January 21, 2015

David Prosser made a motion to approve the minutes from January 21, 2015. Mark Capone seconded. Motion carried.

4. Treasurer's Report

Mark Capone distributed a treasurer's report, showing a balance of \$20,817.87 in the Coalition's account. There are two outstanding invoices to Town of LeRay for reimbursement of attorney's fees related to SEQR on the DEC WQIP grant. Mark reported that LeRay has completed the first checklist for SEQR and sent it back to DEC. Regarding the MWBE requirement, LeRay will need to apply for a waiver, since the funding that will go to the JCSWCD exceeds the \$25,000 threshold set by the state. It was noted that we should keep track of items that can be reimbursable to the grant. So far, that total is \$10606.77, which is what has been paid to JCSWCD so far.

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

5. Correspondence/Report of Secretary

No report.

6. Report of Chairman

Scott recognized that Chris recently received the Willard F. Croney Distinguished Service Award by the New York State Conservation District Employees Association. Congratulations Chris!

7. Report of Committees

Chris distributed copies of the Coalition's first newsletter, which will be distributed over the next few weeks. She and Pat are preparing the annual reports for all members except for Jefferson County (not due yet). The annual reports will cover the time period March 10, 2014 through March 9, 2015. She needs each municipality to tell her who their designated stormwater program officer is, which needs to be someone with authority at the local government level. This could be discussed at the town and village April board meetings. A local stormwater public contact can also be designated, which can be the same as the program officer or different. Chris will send an email to everyone regarding this and other reporting that needs to be provided. She and Pat will have annual reports ready for the May coalition meeting, which will be the Coalition's formal annual meeting. There was one question regarding whether information reported should be only for the portion of the town within the urbanized area, or for the entire municipality. Chris will check into that.

For the 2015 annual report, the goal will be for each municipality to do monthly reporting which will be collated at the end of the year and submitted to JCSWCD to make putting together the end of year report easier. DEC has also developed an electronic format for the stormwater management plans that will help generate reports.

8. New Business

a. US Forest Service Grant

Chris & Katie briefly reviewed the US Forest Service grant that the JCSWCD is working to submit on behalf of the Coalition. The request is for \$165,900 to plant trees in all 10 municipalities, as well as to construct three demonstration rain gardens.

Kathie made a motion to provide a support letter for the grant application. Brenda seconded. Motion carried.

b. Don Mattimore, NYSDOT – Metropolitan Planning Organization

Don Mattimore from the NYS Department of Transportation did a brief orientation to the new Metropolitan Planning Organization (MPO) for the Coalition. The MPO was formed as a result of the new urban area designation based on the population increase in the 2010 census. Don is the official representative to the MPO representing the local municipalities in the area. The MPO will deal with transportation issues in the area, including roads on the federal aid system and bridges over 20 feet.

There will be upcoming meetings to which the town supervisors and village mayors will be invited. He can be contacted via email at dmattimore@dot.ny.gov, or 785-2375.

9. Old Business

a. Jefferson County official representative

William Johnson, Jefferson County Legislator, has been formally named as the official Jefferson County representative to the Coalition, with Mike Montigelli as the alternate.

Regarding the signature page of the IMA, rather than have 10 signature pages rerouted to all participants, Mark had Jefferson County sign one after the other nine, and distributed copies.

b. LGE Grant Subcommittee

This will be formed when the grant guidance becomes available.

10. Payment of Vouchers

John McHugh made a motion to pay the vouchers to reimburse the Town of LeRay for expenses. David Prosser seconded. Motion carried.

11. Comments from the Public

No comments from the public. Katie reminded the group that the Black River Watershed Conference will be held on June 3, and to look for a registration brochure soon. JCSWCD is holding a 4 hour Sediment and Erosion Control workshop on March 24 at the Italian American Civic Association in Watertown. Chris will also be presenting a session on Stormwater at the Local Government Conference on March 26.

12. Adjournment

Mike Gillette made a motion to adjourn at 1:45 pm. Scott Burto seconded. Motion carried.

Next meeting May 20, 2015 at 1 pm, Village of Black River offices.