

JEFFERSON COUNTY STORMWATER COALITION

*Towns of LeRay, Rutland, Watertown
Villages of Black River, Brownville, Carthage, West Carthage
City of Watertown and Jefferson County*

Minutes

May 17, 2022, 1:00 PM Online Meeting

1. Roll Call:

Black River – Les Williams

Brownville: Steve Mott & Mike Walrath

Carthage – Wayne McIlroy, Mark Roberts

Jefferson County – Mike Montigelli, Andy Nevin

LeRay – Jessica Jenack

Rutland – Logan Eddy

Watertown (C) - Vicky Murphy

Watertown (T) - Randy Vaas

West Carthage -

Jefferson County SWCD – Patrick Crast, Rhonda Redder

Tug Hill Commission – Katie Malinowski, Patricia Shulenburg

2. Call to Order by Vice Chair Wayne McIlroy at 1:05 p.m.

3. *Review and Approval of December 16, 2021 minutes. Randy made a motion, Mike Montigelli seconded. Motion carried.*

4. Treasurer’s Report: No Treasurer’s report

5. Correspondence/Report of Secretary: No Secretary Report

6. Report of Chairman: No Chairman Report

7. Report of Committees: No Committee Reports

8. New Business

a. 2022 Jefferson County SWCD proposal (Copied from 3.17.2022 Meeting Minutes)

2022-2025 Service Agreement between: JC SW Coalition and JCSWCD

SWCD will provide the following services:

- Update the SWMP for the Coalition
- Update Coalition of new permit changes
- Update the Stormwater website and host
- Update stormwater outfall, sewer-shed, and sewer system maps
- Develop a SWMP for the County
- Train new coordinators for each municipality

- Assist municipalities with outfall monitoring and GIS updates to attribute tables
- Assist with the Annual Report
- SWPPP and NOI review assistance
- Review documentation and record keeping for swppp's
- Education and outreach assistance (MS4 educational components of permit)
- Acting Stormwater coordinator for the coalition
- 4 Hr. E&SC training for municipalities in the coalition
- Assist with design of GI practices for municipalities in the coalition

Proposed compensation to the district: \$25,000 annually for three years (2022,2023,2024).

Review hours annually and at the end of the three years and determine new compensation and workload. SWCD has hired an employee with a Civil Engineering degree (George Birth), and many years of experience with E&SC and Storm Water. Further, George will earn CPESC, CPMSW certificates and teach the 4-hr. course for the municipalities.

Discussion ensued. All coordinators were trained in 2016, and the first coalition stormwater management plan was developed. All communities are required to follow and document progress. Jessica Jenack is the only one of the original coordinators still on staff. It will take some effort to get all the new coordinators up to speed with the original permit requirements, not to mention changes coming. Patrick Crast updated the Stormwater Coalition about the 14 pages of changes to the MS4 permit including outfall inspections, new mapping requirements, developing non-traditional stormwater management plans, education and outreach requirements, the importance of identifying stormwater coordinators for each village/town etc., SWMP controls updates, and the role of George Birth (Engineer) who can coordinate the monitoring, mapping, training and new biannual reporting requirements. JCSWD will also host stormwater trainings, and regular meetings for stormwater coordinators to ensure compliance with the new permit.

Nothing was billed to the coalition from the JCSWCD in 2021. Patrick reviewed that the JCSWCD technical billing rate is \$46/hour, work done will be tracked and billed annually. Meetings will need to be held with quorums and coordinators will need to be available for separate meetings. There is \$160k in the Jefferson County Stormwater Coalition fund and can fund the service agreement with the balance and current dues.

Randy Voss made a motion to approve a contract for JCSWCD, Jessica Jenack seconded the motion. In favor: Brownville, Town of Watertown, LeRay, Black River, Jefferson County, Carthage, City of Watertown. Opposed: Rutland (needed more time to review the draft service agreement). Motion carried.

Mike Montigelli noted that members need to be engaged. Patrick asked that each member of the coalition send their point of contact information for stormwater coordinators. Randy Voss indicated the importance of names and addresses, and contact information for permit report paperwork. Patrick will coordinate this information and send information for the controls listed in the permit report. Patrick noted that one member not participating puts the whole coalition at risk.

Jessica suggested that correspondence be drafted that attendance is mandatory for stormwater coalition meetings and to ask the absent municipalities about their intentions on remaining in the

coalition. All municipalities need to send their principal executive officer and coordinator's contact information ASAP.

George will be coordinating training classes for coordinators. One possibility was mentioned regarding Professor Dunkle and Zoom. June 1 deadline for reports this year, soon they will all be required to be submitted electronically.

9. Old Business

- a. Vacuum Truck: All catch basins need to be cleared, and streets swept 2x year, as part of new permit.

10. Next Meeting:

- a. Coalition members indicated some stormwater coordinators hold other jobs, or are retired which makes meetings during the day difficult to attend.
- b. The Coalition decided September 15 at 4:00 pm as the next meeting date

11. Adjournment

NEXT MEETING September 15, 2022 at 4:00 PM