



HOCCPP - Boeblert Center at Union Station - 321 Main St. Utica, N.Y. 13501  
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### Meeting Minutes

January 21, 2025, 3:30 PM

Oneida County Dept of Public Works Building-5999 Judd Road Oriskany, NY

#### **Coalition Attendees**

Robert Rockwell (V/O Clinton)  
Jim Darling (V/O Clinton)  
Kyle Tritten (V/O Whitesboro)  
Gina LaMonte (T/O Paris)  
Stephanie Wurz (City of Utica)  
Tom Hughes (V/O New Hartford)  
Joseph Morosco (V/O Yorkville)

Joshua Dahlin (HOCCPP)  
Kristin Campbell (HOCPP)  
Payton Reese (OC SWCD)  
Brian Whittaker (T/O Whitestown)  
Dave Glenn (Town of Whitestown)

**Members Not in Attendance-** Town of New Hartford, Town of Schuyler, T/O Westmoreland, Village of Oriskany

Chairperson Dave Glenn called the meeting to order at 3:30 PM by leading the Pledge of Allegiance.

- 1) Roll call- It was determined that more than 50% of the voting members were in attendance.
- 2) November Minutes
  - a) Kyle Tritten of Whitesboro moved to accept the October 2024 minutes, and Stephanie Wurz seconded the motion. All attendees were in favor. No comments were made.
- 3) Calendar
  - a) Dave asked the group if there were any updates to the calendar. No comments or additions
- 4) Dave announced that the permit handbook would not be printed because DEC indicated that corrections would be forthcoming.
  - a) Josh asked if everyone has access to the online document.
- 5) Dave announced to the group that the reporting period for 2024 ended as of January 2<sup>nd</sup>. Each municipality has until April 1<sup>st</sup> to complete the annual report online.
  - a) The DEC website has a training video for completing the annual report.
    - i) Stephanie Wurz stated that completing the report seems to be getting easier. The questions are based on the previous six-month report and apply to the current report. They are asked in a yes/no format.
    - ii) Someone else in the group stated that reporting is “on the honor system”; therefore, if you answer “yes” to something. You must have data to back it up.
    - iii) All training that is being completed “in-house” needs to be completed annually and documented
- 6) The group began a discussion about public notice and input requirements.

- i) Kyle- we must give the public one month to review the annual report. Following this 30-day period, all public comments would be considered and added to the revised Annual Report; if an amendment is needed, it would be re-presented to the board.
  - b) The report should be posted online, and a hard copy should be sent to the municipal office or a Public Meeting
- 7) Due to the municipal level's lack of resources, Brian Whittaker from Whitestown mentioned that they hoped the MVSC and County would take the lead on MS4 requirements.
  - a) Josh noted that the long-term goal was that each municipality could submit their information to the Coalition to be combined into one report but that municipalities would independently manage their records and progress. Kristin added that this was many years away.
- 8) The group was informed that \$135,000 had been awarded to the MVSC coalition to map Stormwater infrastructure in Clinton, Whitesboro, Paris, Oriskany, Whitesboro, and Whitestown. This will be rolled out in the ~~summer of 2025~~. -Correction-The winter into spring of 2025
- 9) The Department of the Treasury assigned MVSC a tax ID #33-1318613 on October 4, 2024.
  - a) MVSC can open a bank account at M&T Bank on Commercial Drive in New Hartford.
  - b) The bank account location was voted on during the September 2024 meeting and unanimously approved.
- 10) Training opportunities
  - a) The DEC has offered a training video on completing the annual report, which can be found at <https://meetny.webex.com/recording-service/sites/meetny/recording/7ec4bd079b7e103cbd4f00505681571b/playback>
  - b) Monroe County Soil and Stormwater Online Erosion & Sediment Control
- 11) The next meeting will be held on February 18th, 2025.
- 12) Brian Whittaker moved to adjourn the meeting around 4 PM. Stephanie Wurz seconded that motion and everyone was in favor.