

# Mohawk Valley STORMWATER Coalition

HOCCPP - Boeblert Center at Union Station - 321 Main St. Utica, N.Y. 13501  
315.798.5710 - [planning@ocgov.net](mailto:planning@ocgov.net)

## Meeting Minutes

July 16<sup>th</sup>, 2024, 3:00 PM

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

### Attendees

Stephanie Wurz (C/o Utica)

Kyle Tritten (V/O Whitesboro)

Nicole Bourgeois (Oneida County DPW)

Dave Glenn (T/O Whitestown)

Kristin Campbell (HOCCPP)

Joshua Dahlin (HOCCPP)

Karl Schrantz (Oneida County WPC)

Robert Rockwell (V. of Clinton)

Christopher Burtch (V/O Oriskany)

Richard Sherman (T/O New Hartford)

Phillip Johnson (T/O Schuyler)

Sam Arcuri Jr. (T/O Deerfield)

**Members Not in Attendance-** Village of New Hartford and Town of Paris

Dave Glenn, the Sauquoit Creek Commission chairperson, called the meeting to order at 3:00 PM by leading us in the Pledge of Allegiance.

### Intermunicipal Agreements

The meeting began by asking which Signed IMA Agreements had been received. Dave indicated that the Town of Whitestown's signed IMA was "in transit."

Josh read the names of the municipalities that have not been submitted.

T/O Deerfield, T/O Marcy, T/O Kirkland, V/O New York Mills, T/O Schuyler, and V/O Yorkville. Sam Arcuri from Deerfield stated that he had just handed Josh a copy of Deerfield's signed IMA, which Josh confirmed. Upon receipt of Whitestown's agreement, the MVSC will have ten (10) voting members. A member suggested that highway superintendents spread the word that August 1<sup>st</sup> is the cutoff date for new members. The MVSC will vote at the August meeting to elect a chairperson and the bank for MVSC finances. After the deadline, coalition members will need to vote on new members.

There was a brief discussion about membership contributions. This will be voted on at the August meeting, and authorized member sheets will be collected.

### The Mapping Grant

Josh reported that model support letters for the NYS DEC MS4 mapping grant were sent to municipalities interested in applying for the mapping grant. Municipalities need to fill in the blanks with the municipality's name and the appropriate person to sign, or you can retype it on your municipality's letterhead and complete it that way. This letter and the completed multiple-page Mapping Worksheet will be attached to the mapping grant.

Continuing the mapping worksheet, Josh identified that the "basic elements" column needed to be completed by writing "Not Started, In Progress, or Complete," depending on the mapping status. Only those who wish to apply for grant funding must complete this form, as it is meant to create a baseline of mapping work completed in each MS4 municipality. Kristin explained the grant has a 90/10 match, and we are looking at having an "in-kind match" through the county. County staff time will cover the match by administering the grant, and GIS Staff will complete the data collection.

Depending on how many MS4s participate, the award is up to \$60,000 per community and up to \$400,000 per coalition. There was a question about whether municipalities would be responsible for paying for mapping and receiving local budget approval.

**Kristin** responded that the county would be the applicant on behalf of the coalition and that 10% of the funding would come from the county's in-kind staff services. **Josh** reminded members that the grant application is due July 31<sup>st</sup>. If you plan to participate, please contact me by email. Many attendees were unsure of what mapping had been completed in their community. Kristin reminded them that the last mapping completed through the county was in 2012 and that HOCCPP had not done any updates for municipalities since then. Call Josh, and we can help fill in the worksheet form with the information we have on file.

Kristin and Josh are working on the budget worksheet based on the anticipated participation of MS4 communities.

Nichole asked if Oneida County DPW needed to complete this information for the grant. Josh and Kristin agreed that we still need Matt Baisley and Oneida County DPW documents.

### ***Administration***

Members earlier discussed the Chairperson and Vice Chairperson delegation, which will be voted on at the next meeting in August on the third Tuesday of the month.

There was a quick discussion about meeting times that work for members. Josh asked if some people might like to meet during the workday. It was indicated that the meetings would have to be quick during the workday because highway superintendents have other issues to tend to. The consensus was that the 3:00 pm meeting time would work best for members as it was later in the workday for some and was part of their role in the community.

Josh mentioned that it's very important that everyone complete the member contact list and ensure that someone is present at the meeting to meet the quorum requirement. Delegates and alternates should be assigned to ensure attendance. Roberts Rule requires a certain percentage of the IMA to be present to vote.

At the next meeting, we will discuss the budget, annual fees, bank account, and yearly contribution and vote on officers.

### **Other Business**

Does anyone have any questions?

Many attendees expressed confusion over the mapping worksheet. Josh encouraged people to reach out and schedule a time to meet.

**Kristin** responded that the last time the county completed mapping was in 2012, so this is understandably confusing.

A member asked if Oriskany doesn't need all the funds and if they can be shared with others. Can we share the money?

**Kristin** answered that you can only apply what is awarded to the municipality. They want you to use it as a coalition, but the money cannot be shared.

A member commented that, in some ways, it could be beneficial for an entity like Utica not to apply this year to avoid tying up funding from everyone else. Depending on what we must do to identify these outfalls, this cost will be substantial for the city's updates.

At this point, thunderstorms and wind became so distracting that the meeting was adjourned around 3:25 PM.

Next meeting date: **August 20<sup>th</sup>, 3 PM**