

Mohawk Valley STORMWATER Coalition

HOCPP - Boehlert Center at Union Station - 321 Main St. Utica, N.Y. 13501
315.798.5710 - planning@ocgov.net

Meeting Minutes

September 17th, 2024, 3:00 PM

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

Coalition Attendees

Robert Rockwell (V/O Clinton)
Brian Whittaker (Town of Whitestown)
Kyle Tritten (V/O Whitesboro)
Gina Lamonte (T/O Paris)
Chris Burtch (V/O Oriskany)
Stephanie Wurz (City of Utica)

Non-Voting Attendees

Nichole Bourgeois (OCDPW)
Dave Glenn (Town of Whitestown)
John Waters (WQ +WPC)
Joshua Dahlin (HOCPP)
Kristin Campbell (HOCPP)

Members Not in Attendance- Village of New Hartford, Town of New Hartford, Town of Deerfield, Town of Schuyler, Westmoreland, V/O Yorkville

Chairperson Dave Glenn called the meeting to order at 3:00 PM by leading the Pledge of Allegiance.

1. Minutes

- i. There was a motion to accept the August 17, 2024 minutes.
Kyle Tritten of Whitesboro moved the motion to accept the minutes, and Bob Rockwell seconded the motion. All attendees were in favor.

2. Distribute Financial Account Information for M&T, Key and ADK Bank

- a. Josh provided a breakdown of the various banks in a chart.
- b. Stephanie Wurz of Utica asked if M&T was the bank they used for Sauquoit Creek Basin Intermunicipal Commission and if it was successful.
- c. Kristin stated they were good, with no surprises or fees. The OC Planning Department would be making the deposits for the group and is already going to M&T for the SCBIC .
 - i. Chris Burtch of Oriskany moved, and Stephanie Wurz of Utica seconded the motion to use M&T Bank for the MVSC financial transactions. All attendees were in favor.
 - ii. Dave Glenn noted that when we reach that point, we will need a couple of members to go to the bank to become certified to sign checks.

3. Distribute and discuss MVSC Draft Calendar -

- a. The group discussed the draft calendar of events related to the General Permit,
- b. It was recommended to add
 - i. MVSC meeting dates
 - ii. Dates for annual and interim reports are currently on the calendar.
- c. Each municipality must put out a public report in February. A question was raised about the “criteria for public presentation” and the requirements for the public presentation and comment

period. It was asked if a public hearing was necessary. Josh will look into an answer if a public hearing was needed

4. The MVSC webpage is now located on the Oneda County Planning Department Website. Outreach and public education can be housed there along with other MVSC information.
5. Stormwater Management Plan(SWMP)- An EPA template was shared with the group
 - a. Josh asked which municipalities currently have a SWMP
 - b. It was clarified that if you are in the MS4 areas, you have an SWMP.
 - c. Members need to provide Josh a copy at the next meeting or email .
 - d. Josh will email the EPA “boilerplate” SWMP to members that will be used to create a document.
6. SWMP components spreadsheet- breaks down all of the plan's components and is available to everyone. This is a detailed breakdown of all required portions of the SWMP.
7. Other Business
 - a. Members were asked if they use an outfall inspection and catch basin cleanout form. If they do, then please send a copy to Josh. He will work to create a uniform form for members to use during inspections.
 - b. Members had questions on permission needed to inspect cleanouts on private property.
8. Members watched a brief training video on how to complete the “Interim Progress Report” or “6-month Interim Report”

The next meeting will be on October 15th at 3:30 PM,

Kyle Tritten of Whitesboro presented a motion to adjourn. Stephanie Wurz seconded this, and it was unanimously accepted.