

Stormwater Coalition of Albany County
Board of Directors Meeting

Minutes
Village of Green Island
19 George Street
Friday, October 28, 2011
8:30-9:30 am

Board of Directors Attending:

Alexander Gordon, Albany County
Erik Deyoe, Town of Bethlehem
Garry Nathan, City of Cohoes (Alternate)
John Dzialo, Town of Colonie
Carl Fleshman, Village of Colonie
Sean Ward, Village of Green Island
Paul Reuss, Village of Menands
Thomas Dolin, Town of New Scotland
Gerald Gordinier, Village of Voorheesville
James Bulmer, City of Watervliet

Also Present:

Nancy Heinzen, Stormwater Coalition Program Coordinator
William Dosch, SUNY Albany
Patricia Shultis, Stormwater Coalition (Minutes)

Absent:

Bradford Burns, City of Albany
Justin Schievelbein, City of Albany (Alternate)
Kenneth Runion, Town of Guilderland

I. Approval of September 15, 2011 Minutes

James Bulmer moved to approve the minutes. John Dzialo seconded the motion which passed unanimously.

II. Guilderland Decision

1. Guilderland Update

Sean Ward disclosed that Guilderland has decided to opt out of the Stormwater Coalition. The decision is based on budget issues that the municipality is facing. Their board could override the decision, but it is unlikely. This means that without Guilderland's 2012 membership dues, there is a Coalition budget gap of \$14,292.00.

Alexander Gordon asked if it would be appropriate to send a letter to Guilderland about how they are putting themselves at potential risk with the MS4 permit.

Sean Ward explained that, judging from their website, they are aware of the risks. They may decide to come back, at which time the Coalition Board will need to vote them back in.

John Dzialo asked if DEC is aware of them pulling out of the Coalition and Nancy said she will cover that later.

2. Coalition Budget Gap

Sean Ward stated that he had been in contact with the County about what is the issue with the fund balance (reserve). He found out that if everything goes as planned there is an expected ~\$10,000 in the reserve to carry over for next year and that can be appropriated to next year. Nancy has also made some cuts to the current budget to make up the remaining \$4,000. If the \$10,000 does not come to fruition, then the Board may need to re-visit the issue further down the road. The Coalition may need to look for outside members.

Alexander Gordon asked who might be a good candidate. Sean Ward said possibly municipalities outside Albany County such as Troy or the Hilltowns (Berne, Knox, Westerlo, and Rensselaerville). Thomas Dolin asked if the Hilltowns would be included in the permit in the future. Sean Ward said not yet but given that some of the Coalition members share watersheds with various Hilltowns, there might be a benefit to joining.

Erik Deyoe voiced concerns about cutting the reserve all the way down in one year. He was very concern about how it will affect future purchases and work that will need to be done.

Sean Ward said that everyone's budget is tight and that the Coalition has not raised anyone's membership fees since the beginning of the Coalition so that was pretty impressive.

Erik Deyoe suggested maybe looking at cutting temporary help by either a reduction in rate or possibly hours.

Sean Ward suggested that the Board could take a closer look at it in June and if there is a problem to look at that option.

Alexander Gordon talked about how the Albany County Soil and Water Conservation District (ACSWCD) has been zeroed out in the 2012 budget. Could the Coalition pursue ACSWCD as a partner? Sean Ward had a concern related to compensation, but that it was an option and we need to educate new people that come into positions about how valuable the services are because they might not necessarily know what the Coalition does.

3. Specific Budget Changes

Nancy discussed the specific items in the 2012 budget that have been changed.

Revenue:

- a. Revenue from Guilderland went from \$14,292 to \$0.
- b. The Homeland Security Grant went from \$15,000 to being encumbered for Aerial Imagery because it was unnecessary.
- c. \$10,569 from the SW Reserve will be transfer to revenue.

Expenses:

- d. Temp help remains the same.
- e. Computer equipment is reduced from \$1,600 to \$1,111.
- f. Toner-HP ColorLaser Het HP 5550 went from \$700 to \$0. The Coalition will purchase extra toner this year as well as extra paper.
- g. Conferences/Training/Tuition went from \$700 to \$0.
- h. Books/Transcripts/Subscriptions went from \$600 to \$1300.
- i. Printing-County Shop went from \$1000 to \$250.
- j. Outside Print Vendors went from \$800 to \$0.
- k. CBI/Permit Mgr Maintenance went from \$3954 to \$0.
- l. Lidar Processing and 2 Ft Contours/DEMS/AIMS-Aerial Imagery went from \$15,000 to \$0.
- m. NYS retirement Pension-SW Coor went from \$10,000 to \$12,254.
- n. NYS-Pension –Adm Tech Asst went from \$6,000 to \$7,352.
Note: Retirement went up from 20% to 24% but the estimate for insurance went down.
- o. Adm Tech Asst-Hospital and Dental went from \$7,548 to \$6,912.
- p. Reserve Remaining went from \$10,569 to \$0.

At the end of this year there will be unspent Coalition funds, unrelated to the NYSDEC grant, currently estimated at approximately \$12,000. This will go to the reserve and will be available around April, subject to the approval of the County comptroller.

Erik Deyoe asked why it is only showing \$11,000 as unspent in the Budget Report. Nancy explained that the temp help line will have unspent money and that until the year has ended, the exact amount is unclear. Also, these budget reports co-mingle grant revenue and grant expenditure lines, making it difficult to isolate unspent money associated with Coalition operating expenses only [N. Heinzen addition, post meeting].

Sean Ward noted that the travel mileage rate has been reduced to \$0.505 per mile which may save a small amount. Asked if we have paid the Sewer District ORI support, Nancy said yes.

Sean Ward wanted to know if we could renegotiate the contract.

Nancy said that the original contract was an arbitrary number provided by the Sewer District and she thought they might be open to changes.

Erik Deyoe asked if we send that much work their way. Nancy said that the Sewer District does a good job of storing reagents, cleaning the kits, keeping an inventory, and refreshing test strips and reagents. Unfortunately, if people do not use the kits, the test strips and chemical reagents expire, and we end up paying for kit supplies we don't use but will need to replace. The Sewer District agreement does not include the cost of these kit materials.

Regarding kit materials, Alexander Gordon asked if it went through purchasing for competitive bids. Nancy said yes and that the Sewer District will often do extra, more advanced water quality testing, if needed; that's part of the contract.

Sean Ward asked if there were any other ideas. Alexander Gordon wanted to know if there was anything we could pay for now. Nancy responded that there is not really anything big but that she is trying to stockpile office supplies now.

James Bulmer wanted to know if there was anything coming out of next year's budget that will have to be put back 2013. Nancy said the CBI maintenance cost. Erik Deyoe wanted to know what that cost is. Nancy said about \$3917.

Nancy talked about how it is important to have an intern who knows what is going on. Alexander Gordon suggested that SUNY provide an intern. William Dosch doesn't think that they can right now but it might be a good suggestion. Erik Deyoe suggested reducing cost by giving credit hours and maybe having multiple interns. Nancy talked about the difference between a paid intern who always shows up and an unpaid intern who may or may not show up. With the mandates of the MS4 permit, it is very important to have someone reliably there. Alexander Gordon also pointed out the importance of staggering internships so that institutional knowledge is not lost and asked William Dosch if there could be an open dialogue with SUNY about an intern and William Dosch said he will look into it.

Alexander Gordon suggested Hudson Valley should be a partner. Nancy agreed and said they have an excellent construction and CAD program. Sean Ward said that it is important to think outside the box and find new partners.

Alexander Gordon commented that the Coalition really needs to stick to their mission and Sean Ward said there will be pressure for them to go beyond that.

James Bulmer suggested a fee based service for non-traditional MS4s. Nancy commented that the EPA may mandate a countywide MS4 permit. Erik Deyoe wanted to know how that worked with the DEC and Nancy said that right now with EPA it is in the public comment phase with Erik asking if the mandate will come from EPA and then the DEC will change the permit.

Nancy mentioned having a conversation with John Santacrose, Chair of the Albany County Soil and Water Conservation District and that maybe he was open to a partnership. Alexander Gordon noted that it is important for the Coalition to get past the competitive level and focus on a shared mission.

Erik Deyoe wanted to know what made SUNY an MS4 and Nancy responded that they are a publically owned entity that has a storm water conveyance system.

Nancy also noted that the Coalition might be able to better integrate its work with various County operations currently involved with some aspect of the MS4 permit, such as IDDE.

Thomas Dolin moved to approve the new budget.
James Bulmer seconded the motion.

The budget vote passed 9 to 1, with one no vote from Erik Deyoe who was uncomfortable with cutting the remaining reserve down to zero.

James Bulmer noted that it's important for the Board to not wait until June to revisit this issue, but to keep talking about it at every meeting. Sean Ward said that we need to find new partners. James Bulmer suggested Saint Rose but Nancy pointed out that it is a private institution.

Alexander Gordon talked about how there are lots of problems as a result of the Tropical Storm Irene and with the Soil and Water Conservation District being zeroed out, the watchdog is being put on a leash. The ACSWCD performs certain functions now they may not get done. James Bulmer asked how do we reach out to the Hilltowns? Alexander Gordon said through the Soil and Water Conservation District. Erik Deyoe asked if the municipalities could write a letter to the legislature and Alexander Gordon said that was a good idea.

Sean Ward acknowledged Erik's point about the reserve funding and will watch it.

4. NYSDEC Grant

Nancy went on to point out that as a member of the Coalition; Guilderland is also a co-signatory on the NYSDEC grant. DEC knows that Guilderland pulled out of the Coalition and requested that Ken Runion write a letter to DEC, to be filed with the grant documents currently under review by NYSDEC, which notes that they pulled out of the Coalition and will not be participating in the grant. Guilderland's portion of the in-kind match, which is \$1,873, will be spread out among the remaining grant co-signatories. This was recognized as a relatively small amount of in-kind services to share out.

Alexander Gordon moved to adjourn the meeting.
James Bulmer, among others, seconded the motion.

The meeting was adjourned at 9:35.

Minutes approved at the January 20, 2012 Board of Director's Meeting.