

*Stormwater Coalition of Albany County
Board of Directors*

**Friday, June 17, 2022
Village of Green Island
8:30am to 10:11am**

MINUTES

Board of Directors Attending:

Sameer Modasra, Albany County Dept of Mgmt & Budget (Board alternate)
Neil O'Connor, City of Albany (Board alternate)
Nick Sala Village of Altamont
Paul Penman, Town of Bethlehem
Garry Nathan, City of Cohoes (Board alternate, note taker)
Zach Harrison, Town of Colonie (Board alternate)
Maggie Alix, Village of Green Island
Paul Reuss, Village of Menands
Doug LaGrange, Town of New Scotland (Chairperson)

Also Present:

Nancy Heinzen, Coalition Stormwater Program Director

Absent;

Peter Barber, Town of Guilderland
David Dressel, City of Watervliet
Brad Bunzey, University at Albany

I. Approval of March 18, 2022 Board Meeting Minutes

A motion to approve the March 18, 2022 Board Meeting minutes was made by Maggie Alix and seconded by Garry Nathan. The motion passed unanimously.

II. Reports

A. Coalition Administration

1. 2021 Budget Report (Reserve)

Nancy Heinzen explained that staff from the County Comptroller's office and Management and Budget recently met to discuss how best to manage the Coalition reserve balance. According to Sameer Modasra the Comptroller's office will be setting up a separate account. Nancy Heinzen will follow up with the Comptroller's office for more information.

2. 2022 Budget Report

Nancy Heinzen explained that the County legislature voted in favor amending the

Coalition budget so that dues from the Village of Altamont could be received and expended. Once these amendments are incorporated into the Coalition budget, Village dues will be deposited.

The \$1625 encumbered in the Conferences and Training line will be used to pay for multiple NE Stormwater Training Courses attended by various MS4 staff. While these courses have been well received in the past, this year many MS4 staff were disappointed. They found the content repetitive and content rushed. These comments will need to be considered when deciding on future courses.

Given Brian Beverly's resignation effective June 23, there will be unspent funds in the Coalition Stormwater Program Technician line for 2022. Sameer Modasra mentioned that moving funds from a salary line will require a budget amendment and something to consider if intending to use these funds for another purpose.

3. Coalition Contact List & Updates

Nancy Heinzen reviewed the most current Coalition contact list explaining who's who for the benefit of the new Village of Altamont Board representative.

Some MS4s still need to return the form describing how their Board members were appointed and whether or not they served as a permanent or alternate representative. These MS4s were pointed out on the contact list.

4. Beverly - Letter of Resignation & Completed Work

Brian Beverly's last day was noted on his letter of resignation and for the benefit of the four MS4s who received his services he prepared a write up of hard copy documents given to the municipalities, along with screen shots noting where these documents were located in the Coalition's electronic files.

B. NYSDEC MS4 Permit

1. Draft MS4 Permit (GP-0-22-002) – NYSDEC Info (minimal)

Ethan Sullivan, the staff person directly responsible for the MS4 Permit mentioned at a recent conference that NYSDEC received many comments regarding the draft MS4 Permit. To date, other than organizing the comments, there is no information from NYSDEC regarding when the MS4 Permit will be finalized.

C. Coalition 2022 Workplan

- 1. April to June** (IMA-MOU, Joint Annual Report, Joint SWMP Annual Evaluation, WebApps, 4 MS4s)
- 2. July to September** (IMA-MOU; Annual Evaluation/Goals; Training; Participation, WebApp & GIS Support)

Nancy Heinzen explained that the Joint MS4 Permit Annual Report for the reporting period March 10, 2021 to March 9, 2022 due June 1 was submitted to NYSDEC electronically the last week of May. Both the Joint Annual Report and Joint Stormwater Program Annual Evaluation completed in April, 2022 were posted on the Coalition website.

Other Coalition-wide activities include multiple meetings of the IMA-MOU Sub Committee; participating in a volunteer Riverkeeper cleanup along the Hudson River in Green Island; the completion of multiple ArcGIS Online WebApps for various MS4s; training for some MS4s in how to use ArcGIS Online WebApps, along with critiques of the WebApp.

III. Coalition IMA-MOU

A. Content & Supporting Documents

- 1. 2023 Budget & Membership Dues Method**
- 2. Reactions & Comments**

B. Coalition 2023 Budget & 2023 Work Plan

- 1. Work Plan - Basic Services & Additional GIS Services (Licenses, Tiers, Tasks)**
- 2. Budget – For County; Budget – For Dues & Statement of Intent**

C. Follow Up

- 1. July 15, 2022 Board Meeting – IMA MOU - Q/A & Decisions**
- 2. June 23, 2022 Working Group – Closer look at 2023 Work Plan**

Doug LaGrange, the Coalition Chair Person introduced this topic by first recognizing those individuals, municipalities, and County staff who served on the Sub-Committee and thanked them for their efforts.

Nancy Heinzen then explained a set of documents all related to the IMA-MOU and began by reviewing a handout presented at the September 17, 2021 Board meeting which explained the process of updating the IMA-MOU; a timeline for completion; and areas of concern which could potentially be addressed in the updated IMA-MOU.

She then pointed out noteworthy changes from the current IMA-MOU and explained that in addition to approving the proposed IMA-MOU, the Board also needed to

approve the 2023 Coalition Budget and Work Plan.

In particular, she reviewed the County Coalition Support Supplement, some wording changes related to this County support; the proposed dues structure to cover the cost of Additional GIS services; the tiered dues structure for these GIS services as described in Appendix A; and by way of example, the impact on dues for each member, depending on what kind of additional GIS services, if any they may want.

She also explained that the Coalition Work Plan now includes two sections, one focusing on Basic Services available to all Coalition members and a second section where Additional GIS Services requested by Members are itemized.

Several questions followed from Board members. They focused on clarifying the Additional GIS Services wording; what should be considered an Additional or Basic Service; ambiguities regarding the type of infrastructure eligible for field mapping support as described in Appendix A; and the overall pricing of infrastructure mapping.

All recognized that there needed to be a more detailed discussion of mapping services members may want at what tier and that these requests needed to be balanced with what Coalition staff could reasonable provide over the course of a workplan/budget year.

To that end, Nancy Heinzen explained that the Working Group would need to focus on gathering this detailed information at the June 23, 2022 Working Group meeting, with the content of their decisions included in the 2023 Work Plan.

Doug LaGrange explained that the Board will need to meet again to vote on the proposed IMA-MOU, 2023 Work Plan and 2023 Budget. All agreed to meet again on July 15, 2022.

A motion to adjourn the June 17, 2022 Board meeting was made by Paul Penman and seconded by Paul Reuss. The motion passed unanimously.

These minutes were approved at the July 15, 2022 meeting of the Coalition Board of Directors.