

Stormwater Coalition of Albany County
Board of Directors

Friday, January 17, 2025
Municipal Center
19 George St, Green Island, NY
8:35am to 9:38am
FINAL MINUTES

Board of Directors Attending:

Peter Beck, City of Albany (Board alternate)
Kerry Dineen, Village of Altamont (Board alternate)
Eric Johnson, 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
Tod Ward, Village of Green Island
Ken Kovalchek, Town of Guilderland
Doug LaGrange, Town of New Scotland (Chairperson)
Frank Fazio, Village of Voorheesville (Board alternate)
Mike Fargnoli, City of Watervliet

Also Present:

Gabrielle Krupa, Coalition Stormwater Program Director

Absent:

Lucas Rogers, Albany County
Dave Ognan, Village of Menands
Tod Ward, Village of Green Island
Brad Bunzey, University at Albany – SUNY

I. Appointment of Board of Directors Chairperson and Alternate

A motion to approve Doug LaGrange and Garry Nathan as Board Chairperson and Alternate was made by Frank Fazio and seconded by Zach Harrison. The motion passed unanimously.

II. Approval of September 20th, 2024 and September 26th, 2024 Board Meeting Minutes

A motion to approve the September 20, 2024 Board Meeting minutes was made by Maggie Alix and seconded by Frank Fazio. The motion passed unanimously.

A motion to approve the September 26, 2024 Board Meeting minutes was made by Frank Fazio and seconded by Garry Nathan. The motion passed unanimously.

III. Reports

A. Coalition Administration

1. 2024 Budget Report

According to this YTD budget report, 74.1% of the budget was spent in 2024.

There is a remaining balance of \$24, 351.66 in the Tech Admin/Assist-GIS/GPS line.

In the Office Supplies line, there's an encumbered balance of \$135.00. This is due to a supplies order being split into two different invoices. The Director is working on getting this issue resolved.

In the Equipment Repair and Rental line there is \$291.33 listed in the encumbrance column. This represents an amount owed to Toshiba from the old printer. The Comptroller's office said that any remaining balances will be liquidated which will need to be indicated on the EOY forms.

Michael McNeff informed the Director that as of 12-31-2023 the reserve balance was \$144,644. The reserve balance as of 12-31-2024 will be calculated at the end of March.

The End of Year forms are due by February 13th, 2025. The Director will work with DPW Secretary for a refresher on the steps that need to be taken to complete this process.

2. 2025 Budget Report

The addition of a Temp Help line was included in the 2025 Budget. The total remaining in this line is \$47,570.00. Some funds were moved from the accrued vacation line to the Temp Help line because the number that was originally budgeted was left over from Nancy Heinzen's accrual which was too high for the current Director just starting out.

A motion was made to create a new line item specifically made for outreach and marketing events. The line will be created using \$2000 from the Misc. Contractual line and transferred into this new line. A motion was made to pass this idea by Ken Kovalchek and seconded by Frank Fazio. The motion passed unanimously.

3. Board Representation

The Director has received Board Representation Forms from most municipalities. Forms are missing from Albany County, City of Albany, Village of Menands, and Town of Guilderland. The Director will reach back out to each of these municipalities and request that they fill out these forms.

4. SharePoint – 2025

The SharePoint has been a useful tool for some members to look at info online. The Director hopes to add easy access to everyone's contact info so that way it is readily available to members of the Coalition. However, some municipalities still cannot access the SharePoint. The Director will have to sort out these issues at a later date.

IV. Discussions / Decisions

A.) Coalition 2025 Work Plan and 2025 Budget

The Director presented different opportunities related to the 2025 Work Plan and Budget.

The Annual Tulip Festival takes place in Washington Park in the City of Albany and presents a good opportunity as a tabling and outreach event for the Coalition. The cost for a table as “sustainability sponsor” is \$1000. Pete Beck from City of Albany suggested that the Coalition Director join with the City of Albany Water Department table. He will reach out and see if this is a possibility.

Esri licenses for Coalition member stormwater mapper use have been renewed until February 2026. The number of memberships and licenses has remained the same as last year. The total to renew the licenses was \$2942.02.

The Meticulosity hosting fee has also been renewed for the year of 2025. The total cost was \$1075.00. No changes have been made regarding to the renewal of the website.

The list of courses has been released for the NENY Stormwater Regional Training Center. The Director requests that a list of all names and courses be sent to her by February 1st.

Gabrielle Krupa, the Director, would like to attend the 2025 Water Quality Symposium. This was sent to her by Susan Lewis at the Albany County Water Quality Coordinating Committee. The conference runs for four days from March 11- March 14 and is held in Rochester, NY. The total cost to attend is \$570. A motion was made by Doug and passed by Maggie Alix for approval for the Director to attend. The motion passed unanimously.

The Director reviewed the current schedule of notable events happening from January until April 2025. Multiple municipalities are signed up for SWMP plan review sessions with the Director to go over materials that are required by the one-year mark for the MS4 Permit. These sessions will occur in January and lead into February. The Board agreed that adding a Working Group Meeting the second week of February would be beneficial as the Annual Report and comment deadlines are approaching. There will be another Working Group Meeting on February 27th along with one on March 27th. The next Board meeting will take place on March 21st and the Annual Report is due April 1st. Future Working Group Topics of Discussion will include the 2 Year MS4 permit requirements as related to illicit discharge track down and elimination, monitoring locations inspection and sampling program, and developing an inventory of municipal facilities.

B. MS4 Permit GP-0-24-001 Mapping

The remaining funds in the Tech/Admin Assist GIS/GPS line will be put towards hiring Pete Beck and Jared Flagler to complete GIS work for four municipalities. The Board voted at the last meeting to hire Pete and Jared as Temp Employees for Albany County at \$65/hr for 160 hours to total \$10,400. The Director is still waiting to hear back from Civil Service as to next steps and the approval process.

Adjourn

A motion to adjourn the meeting was made by Maggie Alix and seconded by Peter Beck.
The motion passed unanimously.

These minutes were approved at the June 20th, 2025, Stormwater Coalition Board of Director's meeting.