

# Oriskany Creek Watershed Meeting

c/o Herkimer-Oneida Counties Comprehensive Planning Program  
The Boehlert Center at Union Station  
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## MEETING MINUTES

March 15, 2022

4:30 PM

Town of New Hartford Offices  
8635 Clinton Street  
New Hartford, NY

### Present

Dave Glenn (T. of Whitestown)	Gary Kieler (New Hartford Resident)
Supervisor Kaleta (T. of Whitestown)	Marianne Buttenschon (NYS Assembly)
Kyle Tritten (V. of Whitesboro)	Terrance Gilbert (Assemblyperson Buttenschon)
Supervisor Christian (Town of Paris)	Michael Stadelmaier (Congresswoman Tenney)
Dan Appler (OC Emergency Services)	David Babowicz (OC DPW)
Jake Voelker (NYS DOT)	Chris Burtch (V. of Oriskany)
Jon Scott (T. of Kirkland)	Chuck Hebbard (T. of Westmoreland)
Supervisor Meelan (T. of Kirkland)	Maggie Reilly (Ramboll)
Stephanie Wurz (City of Utica)	Shaun Gannon (Ramboll)
Celeste Friend (City of Utica)	Adam Palmer (HOCCPP Staff)
Dan Hayes (NYS DEC)	Kristin Campbell (HOCCPP Staff)

The meeting was opened at 5:00 PM by Dave Glenn immediately following the Sauquoit Creek Basin Intermunicipal Commission meeting.

### Intermunicipal Agreement Signing

The Intermunicipal Agreement for the Oriskany Creek Watershed Commission was signed by Supervisor Kaleta representing the Town of Whitestown and Chris Burtch representing the Village of Oriskany.

Dave G. stated that the Intermunicipal Agreement would be available for signature by the remaining municipalities at the next Oriskany Creek Watershed Commission meeting. Adam P. stated that he would scan in the Intermunicipal Agreement document and submit a scanned copy to each participating municipality for their reference.

### Oriskany Creek Watershed Commission Meeting Location/Dates Discussion

Dave G. stated that Commission members will need to decide on the location and date for future meetings. Dave added that Commission members should be mindful to avoid meeting on the same day as the Sauquoit Creek Basin Intermunicipal Commission when considering a time to meet.

Adam P. stated that he would develop a list of possible meeting locations and dates for members to consider at the April meeting.

Commission members unanimously decided to hold a joint meeting with the Sauquoit Creek Basin Intermunicipal Commission for the month of April.

### **Appointment of Primary and Alternative Representatives**

Dave G. stated that municipalities in the Commission should submit a list of their primary and alternative representatives for Commission meetings to Adam P. via email before the next meeting.

### **Invitation of Non-Voting Membership Discussion**

Dave G. stated that non-voting members are welcome to attend the Oriskany Creek Watershed Commission meetings and that such meetings are available to the public. Adam P. stated that Commission members should forward the contact information for any interested non-voting members to him directly via email so that he can add them to the emailing list.

### **Future Commission Action Items**

Dave G. stated that Commission members should aim to discuss and approve the Commission bylaws at April's meeting. Adam P. stated that draft copies of the bylaws have been provided to each participating municipality ahead of April's meeting for review.

Dave G. stated that Commission members would also need to appoint officers. Dave added that traditionally this included the appointment of a Commission Chair and Vice-Chair.

Adam P. stated that HOCCPP will be setting up a webpage for the Oriskany Creek Watershed Commission on the Oneida County website. Adam added that the webpage will include meeting minutes and agendas, the IMA, approved bylaws, and any other information that was presented at Commission meetings. Adam P. also reported that, with Commission approval, he would begin the process of establishing a bank account on behalf of the Commission.

Upon a motion by Dave G. and a second by Chris B., the motion passed to authorize HOCCPP to establish a bank account on behalf of the Commission.

### **Other Business**

#### *Member Reports*

Dave G. requested members discuss any projects and concerns in their representative communities.

#### Village of Oriskany

No Report

#### Whitesboro

Dave G. reported that there is an island formation in the middle of the creek in the Village of Oriskany. Dave added that there are several trees located on the island, that the trees are dead, and that the location will need to be studied to determine whether preventative actions is appropriate.

Dave G. reported that the Town of Whitestown currently has three ongoing culvert projects on Humphry Road that have been funded by FEMA.

Town of Paris  
No Report

Town of Kirkland

Jon S. reported that the Town of Kirkland is finalizing the St. Mary's Brook study and that there should be several project ideas stemming from the completed study that he will report to the Commission at a later date. Jon S. also reported that the Town is looking into conducting another study, for Sherman Brook, to identify flooding issues. Jon stated that he would be forwarding information on Sherman Brook to Dave G., HOCCPP Staff, and Ramboll staff.

**Other Business**

Commission members discussed what initial plans need to be developed for the Oriskany Creek Watershed. HOCCPP staff stated that an LWRP plan and subsequently a debris management plan would provide greater access to funding and access to the watershed to resolve any identified issues. Dave G. stated that the Commission should seek out proposals for developing the LWRP and debris management plan.

The next meeting date is April 19, 2022, at 4:30 PM in the Town of New Hartford.