

**Berrien & Cass County NPDES-MS4 Group Meeting**

*Lincoln Charter Township Hall*

*2055 West John Beers Road, Stevensville, MI*

**Wednesday, January 10, 2018**

**10:00 a.m. – 12:00 p.m.**

**MINUTES**

**I. Call Meeting to Order & Introductions**

The meeting was called to order at 10:02 a.m. by Russ Beaubien and introductions were completed. Russ advised the group that K. Zimmerman would no longer be attending meetings of the MS4 Group, however, K. Sutton would be attending all future meetings. The MS4 Group was happy to hear of Kelsea's pending wedding on January 13<sup>th</sup>, therefore, agreed to excuse her from this meeting.

***Present:** Tom MacDonald, City of St. Joseph; Russ Beaubien & Emily Short, Spicer Group; Jamie Moody & Kyle Gundersen, City of Niles; Lewis Evans, Niles Schools; Jason Williams, City of Buchanan; Jeannine Totzke, Berrien County Drain Commissioner & Administration; Julie Amicarelli, & Kevin Gebhard, Lincoln Charter Township; David Rindfield, St. Joseph Charter Township; Tiffany Moore, Village of Stevensville; Marcy Hamilton & Kris Martin, SWMPC; Rich Low, Village of Edwardsburg; Nick Mannon, Cass County Road Commission; Jon Greco, Berrien County Road Commission; Tim Kading, City of Bridgman*

***Excused:** Kyle Alexander, MDEQ; Kelsea Zimmerman, Spicer Group*

***Absent:***

**II. Review of Meeting Minutes from September 13, 2017's Group Meeting**

Minutes of the September 13, 2017 meeting were approved with a motion from J. Totzke, supported by J. Moody and passed unanimously. One correction noted and made, the Green River referenced is actually the Black River.

**III. MDEQ Comments and Updates – Russ Beaubien**

A reminder that the NPDES Storm Water Permit will be invoiced for 2018. R. Beaubien provided an update from K. Alexander which stated that he is in the process of reviewing the Village of Stevensville's permit application so they can submit for SAW grant re-imbusement. Comments are being sent to SWMPC and Spicer Group to address.

R. Beaubien also advised the members present that the MDEQ is preparing to implement a change in the manner the progress reports are submitted on MiWaters accounts. They (MDEQ) are hoping to implement the new progress reporting system before April 1, 2018 when the first round of individual permits will be required to submit reports.

**IV. Southwest Michigan Planning Commission (SWMPC) Comments and Updates – Marcy Hamilton / Kris Martin**

M. Hamilton advised the group that she has received comments on the Public Education Plan (PEP) from K. Alexander and is working on the section which comments were received on. She is also doing some minor language updating in the PEP. The section being updated has to do with the program evaluation. M. Hamilton advised SWMPC would be investigating how to implement surveys to measure behavioral and attitude changes based on the public education outreach. The surveys would be done via online programs such as Survey Monkey, or through social media.

A discussion ensued with those present regarding the use of surveys to obtain the needed data to use as a quantitative measure and how to increase the responses to a survey.

M. Hamilton and K. Martin also advised that the display board is being displayed in many participating communities along with the training videos. Also, access to training videos is maintained on their website. The SWMPC staff also advised that they have materials, or would help with press releases and water quality articles, for the members.

The SWMPC is also working with the Berrien County Drain Commissioner on projects with rain gardens. The SWMPC is also partnering with others to hold a Green Infrastructure seminar on the same date as the May meeting of the Berrien/Cass MS4 Group meeting being held at the Beach House in Bridgman. Jon Allen from the Office of Great Lakes will be present as the Keynote Speaker. M. Hamilton discussed holding this conference after the regular meeting, to provide an opportunity for those attending the MS4 meeting to attend this seminar on Green Infrastructure.

## **V. Old Business**

### **A. NPDES MS4 Permits**

R. Beaubien advised members the NPDES MS4 Permit applications were all submitted by the deadline on April 3, 2017. At this time, only the application from the Village of Stevensville is being reviewed and comments have started to come in and will be addressed. Some of the comments are on collaborative plans and once the comments are addressed it will streamline the review process for the other members as the plans which are collaborative are the same for all members; these would mainly be the PEP, PPP, ERP, & IDEP.

Just a reminder the tentative issuance date for the NPDES MS4 Permit is **September of 2018** however, this aggressive timeline will probably not be met because of the logistics of completing all the permit reviews in the State.

### **B. Progress Report – Due December 1, 2017**

The progress report was submitted via MiWaters on November 30, 2017, meeting the December 1, 2017 deadline. All members should have received their MiWaters Confirmation and electronic copy via email from K. Zimmerman. Russ advised the members to file this document; if a member misplaced the copy, or needs another one sent, contact Russ or Kelsea. The submitted progress reports are on MiWaters.

Progress Report Update; the MDEQ is undergoing the final revisions of the new format for future submittals, this format has not been seen yet or used. It may be in place for those reports due on April 1, 2018.

### **C. Other**

No other business was presented for discussion or action.

## **VI. New Business**

### **A. HB 4100 – Stormwater Utility Handout**

A handout on the proposed HB 4100 was provided. Russ provided those present with the history of attempts to implement a storm water utility in Michigan and that this bill was essentially similar to one introduced in 2008 before the great Recession prevented the proposed legislation to move out of committee.

#### B. Pollution Prevention & Good Housekeeping Documentation

Russ provided those present with the following documentation reminders for the winter months:

- When obtaining your winter de-icing materials be careful during handling and storage of the materials.
- Calibration of salt application trucks for the winter, document the activity if applicable.
- Watch where snow piles are being placed, make sure contractors are aware of any rain gardens or bio-swales.
- For municipalities and county plow and salt trucks document amount of salt used.
- Community School Systems- Remind contractors to be cognizant of catch basin locations when spreading deicers, if applicable.
- Remember if using a contractor for snow removal, have them sign a contractor form and keep a copy for your records.

#### C. 2018 Dry Weather Screening;

It is time to begin planning for dry weather screening of outfalls; this task is to be done once every five (5) years. For those with just a few outfalls and/or points of discharge it is not a big issue, however, with the Drain Commissioner and Road Commission's outfalls and points of discharge, this is a significant number and there will need to be a decision on the % of BCDC and BCRC outfall and point of discharge sources to be completed this upcoming summer. If you have any questions please contact Kelsea or Russ.

#### D. Local and Community Reports

##### Niles:

The City has a new drone and are looking for new applications for its use. The drone has a very intricate camera system and thermal imaging. Many ideas were discussed with the representatives from the City.

##### BCDC:

J. Totzke advised those present of many projects which were either wrapping up or moving forward for construction in the upcoming year. Examples were Lighthouse Creek, Ox Creek, New Buffalo, Yellow Creek Subdivision and the Hilltop project. Also discussed was the Wetland Mitigation Bank project. Additionally, the BCDC is teaming up with SWMPC to address public education.

##### CCRC:

N. Mannon advised the Road Commission is researching and implementing new deicer application methods and mix ratios for roads in Cass County.

City of St. Joseph:

The SAW grant is done and reports are being wrapped up.

BCRC:

J. Greco advised they are moving forward on a bridge project and there has been a lot of work on road snow removal with the heavy snows this year so far.

Buchanan:

SAW project is wrapping up and they are finalizing the reports for submittal.

E. Next Meeting Dates and Times:

- i. May 9, 2018: 9:00 a.m. - 11:00 a.m. @ **City of Bridgman – Weko Beach House**
- ii. September 12, 2018: 9:00 a.m. - 11:00 a.m. @ **St. Joseph Charter Township**

F. Other

No other new business was presented to the group.

**VII. Adjournment**

Motion to Adjourn at 11:15 a.m. by T. Kading and supported by J. Greco.