

Berrien & Cass County NPDES - MS4 Group Meeting

Niles City Council Chambers, Niles, MI

1345 E Main Street, Niles, MI (parking lot off Maple St.)

Wednesday, February 12, 2020

10:00 a.m. – 12:00 p.m.

Meeting Minutes

Attendance:

Kyle Gundersen, Niles

Marcy Hamilton, SWMPC

Kelsea Sutton, Spicer Group

Tim Kading, Bridgman

Grant Bay, Stevensville

Matthew Hanauer, EGLE

Jamie Moody, Niles

Rich Low, Edwardsburg

Mike Baker, Buchanan

Glen Pastryk, Stevensville

Kevin Stack, BCRC

Mike O'Malley, City of Benton Harbor

Tom MacDonald, St. Joseph

Chris Powers, Edwardsburg

JT Adkerson, Buchanan

Nick Mannon, CCRC

Lewis Evans, Niles Schools

Excused:

Absent: *J. Totzke, BCDC; D. Rindfield, St. Joseph Twp.; K. Gebhard / J. Amicarelli, Lincoln Twp.*

I. Call Meeting to Order at 10:04 am & Introductions

II. Review of Meeting Minutes from September 11, 2019's MS4 Group Meeting

Minutes of the September 11, 2019 meeting were reviewed, and a motion made by K. Gundersen, supported by C. Powers, unanimous vote.

III. EGLE Comments and Updates – Matthew Hanauer

Permits for members should be issued by the end of the fiscal year. Working with Kyle to pick up where he left off. PCC documents passed off to Lansing to review and expecting comments back at the end of the month. Audits will be scheduled this year, will be after applications but most likely not before the new permits are issued so it would be off the 2003 permit. M. Hanauer will let members know what sections will be audited, since not all minimum measures will be done at once. Contact information can be found below and has also been added to the list.

Matthew Hanauer

HanauerM@michigan.gov

269-330-9631

IV. Southwest Michigan Planning Commission (SWMPC) Updates – Marcy Hamilton

Invoices for the PEP program have been sent out, no change in cost. West Michigan Sustainable Business Forum to host program on how high-water levels can impact businesses and municipalities, not just focusing on shoreline erosion also talk on impacts inland on infrastructure. Program will be held on February 20th from 11:30 am to 1:30 pm at Whitman Office on Pipestone (Jarrod Sanders from EGLE will be the main speaker) lunch is included and is \$15 for members or \$20 for non-members. Pucker Street dam removal moving forward (in process of obtaining EGLE permit), tree cutting to occur prior to end March, in water work to begin in April with sediment removal. Working to set up a meeting with DNR to discuss erosion controls and protection of fisheries on the project and the monitoring in place. Let M. Hamilton or K. Martin know if you would like to use the training videos (additional resources are also available online) or the display board.

V. Old Business

A. NPDES MS4 Permits

1. **April 3, 2017** – Permit Applications Submitted
2. Village of Stevensville:
 - i. There are only two minor items, one addressing the PEP and the other a new requirement for all application in the P2/GH section. All references to MDEQ should be replaced with EGLE.
 - ii. **REPLACE ALL REFERENCES TO “MDEQ” WITH “EGLE”**
 - iii. **PEP Addendum:** Kyle had a comment asking for clarification on how many times or how often educational messages would be distributed via Facebook or newsletter. Please add this to the Addendum.
 - iv. **Item 73:** Catch basins must be emptied when they are 40-50% full of sediment and debris and a measuring procedure should be implemented. Using a measuring stick, pole, or shovel should work to measure the debris.
3. Berrien County Drain Commissioner & Administration:
 - i. No additional comments to date
4. City of St. Joseph:
 - i. Design Standards & Guidelines submitted to EGLE 05/15/2019
 - ii. No additional comments to date
5. No Additional MS4 Application Reviews

Once everything is finalized, all approved documents will be provided to members once the permits have been issued so that you have a copy for your records.

B. Progress Reports – were due and submitted by December 1, 2019

1. Submitted for all members
2. Have yet to hear back from EGLE
3. Next progress report will have a different format; will know more on future progress report dates once the new permits are issued.

If you would like a copy of the submitted Progress Report, it is available on MiWaters or contact K. Sutton and she will send you a copy of the final submittal. M. Hanauer has briefly reviewed and did not see any major issues and acknowledged their submittal in MiWaters. M. Hanauer will also work with the permit section to get all members on the same reporting timeframe when the new permits are issued. K. Sutton will also reach out once the new progress report format is finalized so that members will know what will needed to be tracked and ensure they are documenting everything that will be required.

C. MiWaters Certifier Agreement Forms

Log in and confirm that the accurate contact information for your site and deactivate any individuals that no longer need access. If you have any questions or issues getting into your MiWaters account, or are not comfortable with making these changes, feel free to reach out to K. Sutton.

1. Berrien County Road Commission
Erica Martell [erica.martell@spicergroup.com], Rama Sanda [rama.sanda@spicergroup.com], Kevin Stack (need to set up MiWaters account)
2. Cass County Road Commission
Erica Martell [erica.martell@spicergroup.com], Rama Sanda [rama.sanda@spicergroup.com]
3. Village of Stevensville
Erica Martell [erica.martell@spicergroup.com], Rama Sanda [rama.sanda@spicergroup.com]
4. City of Bridgman
Add to MiWaters site (Erica Martell [erica.martell@spicergroup.com], Rama Sanda [rama.sanda@spicergroup.com])

D. Other

VI. New Business

A. Pollution Prevention & Good Housekeeping Documentation Reminders:

1. Document snow/ice management activities, any updates or equipment upgrades
2. Document amount of deicer materials stored for the season, make sure it is stored inside a structure.
3. Consider alternatives to deicers, such as the use of heavy-duty leaf blowers to clear sidewalks of snow when possible.
4. Employee Training – document employees, topic(s) trained on, sign-in sheets

B. EGLE High Water Level Email

- 1 – Notification of Vulnerability Analysis to minimize potential impacts.
- 2 – General guidance for Vulnerability Analysis:
 - Conduct routine maintenance to ensure best management practices (BMP) can store maximum design volume (remove sediment, dredge, increased maintenance of the inlet and outlet).
 - Evaluate secondary containment and ensure an adequate height.
 - Check the standpipe elevation, or weir elevation. Determine that they will not be affected by high water elevations.
 - Move any polluting material away from potential high water and/or rainfall.
 - Solid polluting materials shall not be stored within 50 feet of a designated wetland or the shore or bank of any lake or stream. Solid polluting material containment structures located within the 100-year floodplain shall be designed and constructed to remain effective during a 100-year flood.
 - Require/implement low impact development and install green infrastructure to preserve natural features and minimize impervious surfaces.

https://www.michigan.gov/egle/0,9429,7-135-3313_3677_3702-511151--,00.html – Great Lakes High Water Levels (Information, Shoreline Protection Permits, Resources for NDPES permit Holders)

C. Local and Community Reports

St. Joseph Twp.: Nothing to Report

Niles: School to talk with City on way to clean out roadside ditch, City working on projects to remove some discharge points, rebuilt some curb inlets and check inlets during leaf pickup. Check quantities for leaf pickup, use square (both small and large) bailer to compact leaves very efficient and uses less manpower, hope to rent one again next year.

SWMPC: Nothing to Report

Edwardsburg: Received grant for beautifying railroad corridor

Lincoln Twp.: Erosion issues, splash park near the community center

St. Joseph: Sustainability committee active and working on beach cleanup for Earth Day, same erosion issues as other members

City of Benton Harbor: Flooding outside of Whirlpool, been in many meetings on this with state and calls for higher graded road in this area. Have action level exceedance mandates 5% by 2021, unsure of what, and 7% each year and therefore 100% in 20 year, tried to get grant to replace lead pipe, will need to contract out. Concerns with funding. Use Pilot Grant to control corrosion, not having the impact they thought it would.

Bridgman: Nothing to Report

CCRC: Nothing to Report

BCRC: 1 road lost to Lake Michigan no other roads impacted at this point, \$4 million Red Arrow Highway w/ BCDC to begin in the spring. Yesterday resident called fire department because of oil sheen on ditch. All necessary parties called, found that street sweeper blew hydraulic and environmental cleanup was conducted, K. Sutton to follow up as necessary.

Stevensville: Nothing to Report

Buchanan: Start work on April 1st on the new wastewater treatment plant and in May starting on a new DPW building, had asset management program and starting projects but lead and copper pipe main concern, goal to have 5% replaced by 2021 with tearing

up downtown. Will contract out project and will need to work with licensed plumber once in house since they can only do the main to meter.

D. 2020 Meeting Dates, Times, and Locations:

1. June 10, 2020: 9:00 a.m. - 11:00 a.m. @ Bridgman Beach House
 - i. 5239 Lake Street, Bridgman, MI 49106
2. October 14, 2020: 9:00 a.m. - 11:00 a.m. @ City of St. Joseph – City Hall
 - i. 700 Broad Street, St. Joseph, 49085

E. Other

1. Budget – Will be sending/email draft budget out in May for June effective date.
2. IDEP Dry Weather Screening for 2020 – Niles Community Schools & Cass County Road Commission

Will remind communities to complete them. If you want help with doing the screening or with training staff to do the screening, please reach out to K. Sutton. Note that with high water levels, it may be hard to locate some outfalls. In this case knowing the system and tracing the outlets upstream to see if the upstream structures are dry is the best way to complete dry weather screening.

VII. Adjournment