

Berrien & Cass County NPDES - MS4 Group Meeting

Microsoft Teams Meeting

Wednesday, February 22, 2023

10:00 a.m. – 12:00 p.m.

MEETING MINUTES

Attendance:

Kevin Gebhard, Lincoln Twp.	Erica Martell, Spicer Group	A.J. Motly, City of Bridgeman
Julie Amicarelli, Lincoln Twp.	Jeannine Totzke, BCDC	Roy Pingel, Niles Schools
George Gaunder, Lincoln Twp.	Shane Lausch, Stevensville	Zach Holt, City of Niles
Kris Martin, SWMPC	Greg Grothous, City of St. Joseph	Dave Rindfield, St. Joseph
Matthew Hanauer, EGLE	Jamie Moody, City of Niles	Charter Twp.
J. Ray, Niles	Nick Mannon, CCRC	Michael Baker, City of Buchanan
Kelsea Sutton, Spicer Group	Kevin Stack, BCRD	Andrew Clay, City of Bridgman
Clay Weaver, City of Buchanan		

Absent: Buchanan Schools; Edwardsburg

I. Call Meeting to Order & Introductions

II. Review of Meeting Minutes from October 12, 2022's MS4 Group Meeting

Minutes of the October 12, 2022, meeting were reviewed, and a motion made by K. Stack, seconded by J. Moody, supported by a unanimous vote.

III. EGLE Comments and Updates – Matthew Hanauer

The two following members from the group will be going through EGLE inspections this year: Niles and St. Joseph Charter Township. Each member should be getting updated permits, if you haven't gotten yours, you should in the next month or so. First inspection after permits come out is going through the permit and expectations going forward. The second year will be making sure that everything is done based on the new permits. Matt to send out a letter to schedule the inspections sometime for the summer, May at the earliest.

IV. Southwest Michigan Planning Commission (SWMPC) Updates – Kris Martin

There has been great progress on upcoming Benton Harbor efforts along the Ox Creek corridor. Two events in April for Earth Day, plans will be shared with the group soon. Planned for Benton Harbor and Bridgman. The display will be at the Benton Harbor Earth Day event. Marcy is working with the drain commissioner to submit a grant for another rain garden project. Will be sending out promotional material on events soon. Kris participated in an event where they did well testing with the Cass County conservation district. Display has been making its round through the community. Please reach out to SWMPC if you've misplaced any of the training materials. Make sure to keep records for all training activities. Kris thanked the group for the opportunity to work with the group and informed everyone that it is going to be his last meeting as he has accepted a new position.

V. Old Business

A. NPDES MS4 Permits

1. In the process of public noticing updates

Any updates will result in notifications via email. Feel free to reach out to Spicer with any questions regarding public notices.

B. MiEnviro Portal User Update

1. Be sure to log in and make any users on the site inactive that no longer are associated with your organization.

C. Other: *None*

VI. New Business

A. Progress Reports

1. Due April 1st, 2023 for the following:
 - i. Berrien County Drain Commissioner
 - ii. Berrien County Road Commission
 - iii. City of Bridgman
 - iv. City of Niles
 - v. Lincoln Charter Township
 - vi. St. Joseph Charter Township
 - vii. Village of Stevensville
2. Due November 1st, 2023 for the following (due to permit issuance date):
 - i. City of Buchanan
 - ii. Cass County Road Commission
 - iii. Village of Edwardsburg
 - iv. City of St. Joseph
3. Similar format to 2021 progress report
4. Reporting timeframe from previous submittal to present
5. Request for information sent out in early February.
 - i. Send back by March 8th

Everyone should have received an Excel file from Spicer for reporting at the time of the February meeting. If you have any questions on progress reports, please contact E. Martell.

B. IDEP Outfall & Point of Discharge Dry Weather Screening

1. Year 2 of rotation program (inspections are split over the permit cycle)
 - i. BCRD
 - ii. City of St Joseph
 - iii. CCRC & CCDC
 - iv. Village of Edwardsburg
 - v. Lincoln Township
 - vi. City of Bridgman

Members will be notified before Spicer is out doing inspections. Inspections are dependent on weather so unfortunately cannot give more specific dates at this time.

C. Pollution Prevention & Good Housekeeping

1. Training Videos for February:
 - i. Part 1: <https://www.youtube.com/watch?v=rqdR4PDgl3I>
 - ii. Part 2: <https://www.youtube.com/watch?v=P61CxJIKXwg>
2. Documentation Reminders

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

Make sure you are documenting your good housekeeping activities.

D. Local and Community Reports

BCDC – *Had a very good drain conference. Reported that many projects are underway currently.*

BCRD – *None at this time.*

Village of Edwardsburg – *No members present.*

Village of Stevensville – *No updates at this time.*

Lincoln Charter Twp. – *No updates at this time.*

CCRC – *No updates at this time.*

CCDC – *No updates at this time but observed successful snow clearing with snowblowers.*

City of Niles – *No updates at this time.*

Niles School District – *No updates at this time.*

City of Bridgman – *No updates at this time.*

City of Buchanan – *Found an outfall at Riverfront Park that could use serious attention. Undermined and broken.*

Buchanan Public Schools – *No representation present.*

City of St. Joseph – *No updates at this time.*

St. Joseph Charter Twp. – *A few MDOT projects starting in April, finishing water project on Hollywood, finishing water project soon.*

E. 2023 Meeting Dates, Times, and Locations:

1. June 14, 2023: 9:00 a.m. - 11:00 a.m. @ Bridgman Beach House
2. October 11, 2023: 9:00 a.m. - 11:00 a.m. @ Niles

F. Other

VII. Adjournment