

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

*St. Joseph Township*

*3000 Washington Ave. St. Joseph, MI 49085*

**Wednesday, February 23, 2022**

**10:00 a.m. – 12:00 p.m.**

**MEETING MINUTES**

Attendance:

*Kevin Gebhard, Lincoln Twp.*

*Julie Amicarelli, Lincoln Twp.*

*Richard Stauffer, Lincoln Twp.*

*Dave Rindfield, St. Joseph Twp*

*Rich Low, Edwardsburg*

*Kathy Kission, BCDC*

*Kris Martin, SWMPC*

*Kelsea Sutton, Spicer Group*

*Erica Martell, Spicer Group*

*Jeannine Totzke, BCDC*

*Steve Slavicek, Stevensville*

*Kacey Dominguez, Stevensville*

*Bill Housand, City of Buchanan*

*Greg Grothous, City of St. Joseph*

*Jamie Moody, City of Niles*

*Nick Mannon, CCRC*

*Kevin Stack, BCRD*

*Lewis Evans, Niles Schools*

*A.J. Motly, City of Bridgeman*

Absent: *D. Miller, Buchanan Schools; J. Ray, Niles; Alex Austin, City of St. Joseph; Tim Kading, Bridgeman; Tim Zebell, City of St. Joseph; Marcy Hamilton, SWMPC Matthew Hanauer, EGLE; Michael Baker, City of Buchanan Chris Summa, County of Berrien; Whitney Smith, Edwardsburg; Joe Bellina, CCRC*

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

**II. Review of Meeting Minutes from October 13, 2021's MS4 Group Meeting**

*Minutes of the October 13, 2021 meeting were reviewed, and a motion made by D. Stauffer, seconded by J. Totzke, supported by a unanimous vote.*

**III. EGLE Comments and Updates – Matthew Hanauer**

*No new news about permit updates, everything is submitted just waiting for updates. The next round of inspections are being planned and communities will hear soon. New people from Buchanan need to get into MiWaters so EGLE can communicate with them. They are on the list for inspection this year. Progress Reports are now due at the end of April.*

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

*2021 Southwest Michigan Water Quality Survey data has been collected. Summary of survey showed the changes of the public knowledge since 2019. The survey results will be shared. These results will be going into a report for later this year. Website will be updated, and training videos are on the website in multiple formats. If you do training, make sure to document it so it is available during audits and able to be updated with progress reports. Other resources and best practices are available on the website as well. If you would like more environmental handouts and materials for municipalities, contact Mr. Martin.*

**V. Old Business**

**A. NPDES MS4 Permits**

**1. No updates**

*Any updates will result in notifications via mail.*

**B. MiWaters User Update**

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

*Contact Spicer Group if you have any questions.*

C. Pollution Prevention & Good Housekeeping

1. Group Training – 2022

*Training videos will be distributed in order claimed.*

D. Other: *None*

**VI. New Business**

A. Progress Reports

1. Due April 30<sup>th</sup>, 2022

2. Similar format to 2019 progress report

3. Reporting timeframe from previous submittal to present

4. Request for information to be sent out following the meeting

*If you have any questions on progress reports, please contact E. Martell.*

B. IDEP Outfall & Point of Discharge Dry Weather Screening

1. Looking at implementing a screening rotation program so inspections are split over the permit cycle

*You will be notified before Spicer is out doing inspections.*

C. Pollution Prevention & Good Housekeeping

1. Training Video for February: <https://youtu.be/oTK-TE2MNDU>

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.

D. Local and Community Reports

**BCDC** – *Pine Brook, yellow creek projects all done. Two new drain projects starting, Open drain and tile drain. New education program planning started.*

**BCRD** – *None*

**Village of Edwardsburg** – *Applied to DNR grant for park improvements. Having iron removal plant put in, adding additional well updating the other two.*

**Village of Stevensville** – *Pavilion in the park and preparing for spring catch basin cleaning and street sweeping.*

**Lincoln Charter Twp.** – *Getting ready for summer with project planning and scheduling. Looking for staff.*

**CCRC** – *Did get funding for bridge project so planning for that work and preparing for asphalt work.*

**City of Niles** – *None*

**Niles School District** – *None*

**City of Bridgman** – *None*

**City of Buchanan** – *None*

**City of Benton Harbor** – *None*

**Buchanan Public Schools** – *None*

**City of St. Joseph** – *Received land and water conservation grant.*

**St. Joseph Charter Twp.** – *Finished two projects in December and one more being designed. A water project in underway supplies is being gathered. A few new grants for boardwalk, fishing platforms and boat launch.*

E. 2022 Meeting Dates, Times, and Locations:

1. June 8, 2022: 9:00 a.m. - 11:00 a.m. @ Lincoln Township
2. October 12, 2022: 9:00 a.m. - 11:00 a.m. @ Cass County Road Commission

F. Other

**VII. Adjournment**