

Berrien & Cass County NPDES-MS4 Group Meeting

Wednesday, May 08, 2019

9:00 a.m. – 11:00 a.m.

Meeting Minutes

Attendance:

David Rindfield, St. Joseph Twp.

Kyle Gundersen, Niles

Kevin Gebhard, Lincoln Twp.

Jeannine Totzke, BCDC

Tim Kading, Bridgman

Michael Baker, Buchanan

Chris Powers, Edwardsburg

Russ Beaubien, Spicer Group

Glen Pastryk, Stevensville

Marcy Hamilton, SWMPC

Tom MacDonald, St. Joseph

Erica Coscarelli, Spicer Group

Excused: *Rich Low, Edwardsburg*

Absent: *Kyle Alexander, EGLE; J. Bellina/N. Mannon, CCRC; K. Stack/J. Greco, BCRC*

- I. The Meeting was called to order at 9:03 a.m. by R. Beaubien. Introductions were completed, new Spicer Group staff introduced to members.
- II. **Review of Meeting Minutes from January 9, 2019's Group Meeting**
Minutes of the January 9, 2019 meeting were reviewed, and a motion made by T. MacDonald, supported by G. Pastryk, unanimous vote.
- III. **Michigan Department of Environment, Great Lakes, and Energy (EGLE) Comments and Updates** – Members were informed that the former MDEQ is now the EGLE. All permit actions are now completed entirely on MiWaters. No other information.
- IV. **Southwest Michigan Planning Commission (SWMPC) Comments and Updates**
M. Hamilton advised the group that the draft survey document has been reviewed and is almost ready to be implemented. It will be on the Survey Monkey framework. The SWMPC plans to roll out the survey on June 1, 2019. They will be using social media to notify the public and other methods. The SWMPC has asked members of the Berrien/Cass MS4 group to link their websites to the survey to provide more access to the public in the region's communities. The goal will be to offer the survey again in 2 years to hopefully quantify any behavioral changes in public knowledge or behavior. The SWMPC has also put in for a grant for a downriver trail system on the St. Joseph River.
- V. **Old Business**
 - A. NPDES MS4 Permit Application activity; R. Beaubien ran the members through the permit timeline to date. It was submitted to the EGLE on April 3, 2017 for all members. The Village of Stevensville was the first application reviewed as it was going had a SAW grant which was closing and needed the SWMP document reviewed for the final fund allocations. Comments were received recently on the PEP, IDEP, PP/GH and plan revisions made and submitted to EGLE on April 29, 2019. The Berrien County Drain Commissioner's office MS4 Application was reviewed and the PEP, IDEP, PP/GH and PCC comments were addressed and resubmitted on April 29, 2019. The City of St. Joseph's MS4 application is currently being reviewed by EGLE.
 - B. IDEP Outfall and Point of Discharge Dry Weather Screening for BCDC, BCRC, and City of St. Joseph will begin this summer of 2019

C. Progress Reports tentatively are Due December 1, 2019; these will be submitted via MiWaters. This report is dependent upon permit issuance. Spicer Group is trying to determine if this deadline is still valid as many other MS4 permittees had this date extended for permit issuance.

R. Beaubien advised the MS4 members present that Spicer Group is working on an EXCEL spreadsheet which looks very similar to the MiWaters pages for the progress report. It will be made available soon to assist members in preparations for future reports.

D. Other – No other information was offered

VI. New Business

A. 2019 – 2020 Budget was presented to the members present; those members not present will have the budget emailed to them. There has been no increase in costs for the upcoming year. If members wish to have a Letter of Agreement for the budget, they should contact either Kelsea Sutton or Russ Beaubien.

B. Pollution Prevention & Good Housekeeping reminders were presented by R. Beaubien. The documentation reminders listed below were covered:

1. Spring is a good time to inspect vegetative BMPs
2. Repair, reseed bare spots, assure vegetative buffers are intact along waterways
3. Fertilize per established procedures, if necessary
4. Clean out detention basins of any trash or floatables
5. Quantify and then dispose of material properly

Lawncare/Landscape and Construction Contractors

6. Ensure training has been addressed
7. Sign contractor stormwater compliance agreement forms

Seasonal Staff Training – document

R. Beaubien reminded the group to use the services and videos offered by SWMPC for training seasonal staff about storm water issues and what to be cognizant of while doing their tasks in their respective communities.

C. Local and Community Reports: the following communities reported on activities

City of St. Joseph: Has developed and implemented a Sustainability Committee, the community has achieved a Bronze Recognition Level for Green Communities. They are in the process of elevating this level to Silver or Gold in the future.

Lincoln Charter Township: Is completing or implementing improvements at their township parks this year.

Berrien County Drain Commissioner: There are drainage projects which are going out for bid in the near future. There have been some staff changes; A. Hendrix has retired, there is a new Deputy Drain Commissioner who has started, and a maintenance person will be starting in July of this year.

City of Niles: The city is actively cleaning out their catch basins and monitoring the materials being found in the basins. In the recent flooding there was some damage to a CB/MH structure which is being addressed.

St. Joseph Charter Township: The township has applied for DNR grants and is in the process of a major project involving the Sewer Authority where a new 20-inch diameter sanitary force main is to be constructed which will augment the 3.5 MGD lift station.

D. Next Meeting Dates and Times:

- i. **September 11, 2019:** 9:00 a.m. - 11:00 a.m. @ City of St. Joseph – City Hall, 700 Broad Street, St. Joseph, 49085

E. Other: Discussed the Green Infrastructure conferences hosted by NOAA which were being offered around Michigan, mostly on the eastern half of the state. Other similar events have been done on the west side of the state which were coordinated by SWMPC.

R. Beaubien also discussed the development of a generic spill procedure to help people faced with spills into an MS4 or open storm system. These will be general guidelines for DPW, Road Commissions and Drain office to follow which will also have spaces for phone numbers of local, state and federal response agencies.

VII. Adjournment: Meeting adjourned at 9:50 a.m.