

Wednesday, June 09, 2020

9:00 a.m. – 11:00 a.m.

MEETING MINUTES

Attendance:

*Marcy Hamilton, SWMPC
Kevin Gebhard, Lincoln Twp.
Julie Amicarelli, Lincoln Twp.
Richard Stauffer, Lincoln Twp.
Dave Rindfield, St. Joseph Twp
Tim Kading, Bridgman
Matthew Hanauer, EGLE*

*Kelsea Sutton, Spicer Group
Erica Martell, Spicer Group
Jeannine Totzke, BCDC
Steve Slavicek, Stevensville
Cale Kirby, Stevensville
Michael Baker, City of Buchanan*

*Alex Austin, City of St. Joseph
Tim Zebell, City of St. Joseph
Greg Grothous, City of St. Joseph
Rich Low, Edwardsburg
Whitney Smith, Edwardsburg
Jamie Moody, City of Niles*

Absent: *M. O'Malley, City of Benton Harbor; D. Miller, Buchanan Schools; J. Ray, Niles; L. Evans, Niles Schools; K. Stack, BCRD; N. Mannon, CCRC*

I. Call Meeting to Order & Introductions

II. Review of Meeting Minutes from February 10, 2021's MS4 Group Meeting

Minutes of the February 10, 2021 meeting were reviewed, and a motion made by T. Kading, supported by a unanimous vote.

III. EGLE Comments and Updates – Matthew Hanauer

Permit staff has been instructed to work on other programs which is expected to last anywhere from late summer to September, will begin working on MS4 applications once complete, anyone in NPDES meeting with approved permits will occur very late 2021 to early 2022. Two inspections occurred and everything appeared good. Progress reporting will be conducted with old permits. If a transition is occurring a cross reference will be looked at, but new permit regulations will not be taken into consideration until fully approved.

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

SWMPC will be launching a survey later this month. If members could share the survey through social media that would be appreciated. Will share with the group in late June.

V. Old Business

A. NPDES MS4 Permits

1. Need additional information from the following:

i. Buchanan

Have been resubmitting to Matt H. via MiWaters. Hoping for permits to be issued as soon as possible, no exact timeline due to COVID. Once applications are finalized EGLE will reach out to the permittee with a request for the documents to be put on public notice and ensure easy access for public to view and comment on. Once complete, the permit will be issued, and all documents will be available on MiWaters along with electronic/hard copies. Contact Ms. Sutton or Ms. Martell with any questions.

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.

C. Other: None

VI. New Business

A. 2021 – 2022 Budget

Current deadline for new budget is approaching. New budget includes more in-depth breakdown of items so all members can be easily informed of where the budget is going. Looking to keep budget proportional and fair across all members. Looking to do IDEP Dry Weather Screening for all members rather than having members do in-house screening, this is only a suggestion and not a requirement. SSC Inspections will need to be done every year, may include follow-ups and cost estimate is subject to change, only includes structures on owned/operated facilities, not roads and streets, etc. Meetings, applications, and audits can have money reallocated to other parts of budget such as inspections depending on what is required per year for members, such as audits. Ms. Sutton would like to put together Letter of Agreements regarding inspections to keep up on records and understanding each cost for each member. Will be sending out LOA's within the week.

B. IDEP Outfall & Point of Discharge Dry Weather Screening

1. None scheduled to be completed in 2021

Completed permits, hoping to have them all issued by the end of the year. All information would be saved and included in progress reports for EGLE audits.

C. Structural Stormwater Control Inspections

1. Last completed in 2018
2. None scheduled to be completed in 2021

Will be starting in 2022. All information would be saved and included in progress reports for EGLE audits.

D. Pollution Prevention & Good Housekeeping

1. Documentation Reminders
 - i. Spring is a good time to inspect vegetative BMPs
 - ii. Repair, reseed bare spots, assure vegetative buffers are intact along waterways
 - iii. Fertilize per established procedures, if necessary
 - iv. Clean out detention basins of any trash or floatables
 - v. Quantify and then dispose of material properly
2. Lawncare/Landscape and Construction Contractors
 - i. Ensure training has been addressed
 - ii. Sign contractor stormwater compliance agreement forms
3. Seasonal Staff Training – document

Document everything for future progress reports and EGLE audits. Use available videos and resources from SWMPC.

- E. Local and Community Reports (note audio from meeting was difficult to hear, please confirm all updates for your community are listed)

BCDC – New staff, Pine Brook project delayed, recent oil spill due to car accident, has been cleaned.

BDRD – No new updates, still collecting data on culverts as well as catch basins and storm sewers being entered into GIS program.

Village of Edwardsburg – Cass Street replacement and catch basins.

Village of Stevensville – Street sweeping and then moving to catch basin cleaning.

Lincoln Charter Twp. – Working on materials and permits. Still looking for location to dispose of sweeping material.

CCRC – None

City of Niles – None

Niles School District – None

City of Bridgman – None

City of Buchanan – System cleaning to start in July.

City of Benton Harbor – None

Buchanan Public Schools – None

City of St. Joseph – Reconstruction to begin in March on Langley Avenue and expected to take all summer.

St. Joseph Charter Twp. – Lift/Pump stations

- F. **2021 Meeting Dates, Times, and Locations:**

1. October 13, 2021: 9:00 a.m. - 11:00 a.m. @ County BCDC, to determine exact location.

- G. Other

VII. Adjournment