

Berrien & Cass County NPDES-MS4 Group Meeting
Wednesday, September 11, 2019
9:00 a.m. – 11:00 a.m.
Meeting Minutes

Attendance:

David Rindfield, St. Joseph Twp.
Marcy Hamilton, SWMPC
Kevin Gebhard, Lincoln Twp.
Russ Beaubien, Spicer Group

Kyle Gundersen, Niles
Rich Low, Edwardsburg
Julie Amicarelli, Lincoln Twp.
Erica Martell, Spicer Group

Jamie Moody, Niles
Chris Powers, Edwardsburg
Tom MacDonald, St. Joseph

Excused: *Tim Kading, Bridgman*

Absent: *Kyle Alexander, EGLE; J. Bellina/N. Mannon, CCRC; K. Stack/J. Greco, BCRC; J. Totzke, BCDC; G. Pastryk, Stevensville; M. Baker, Buchanan*

- I. The Meeting was called to order at 9:06 a.m. by R. Beaubien. Introductions were completed.
- II. **Review of Meeting Minutes from May 8, 2019's Group Meeting**
Minutes of the May 8, 2019 meeting were reviewed, and a motion made by T. MacDonald, supported by J. Moody, unanimous vote.
- III. **Michigan Department of Environment, Great Lakes, and Energy (EGLE) Comments and Updates** – Still the September deadline for submittals. Still waiting on comments back on BCDC and City of St. Joseph, trying to wrap up Stevensville primarily on the Design Standard document. All permit actions are now completed entirely on MiWaters. No other information.
- IV. **Southwest Michigan Planning Commission (SWMPC) Comments and Updates**
M. Hamilton distributed survey results from online survey available through August, which received over 200 responses. Specific questions from the survey were reviewed including the current water quality, significant water issues, and behaviors related to water quality. Future educational efforts will be based off these results (particularly septic system care). Overall people seemed to have a good understanding on survey topics.

Workshop will be held in September and October on septic and sewer issues. The September workshop will be a wastewater treatment plant tour in New Buffalo. A water quality workshop with free water testing and education on septic maintenance will be in Bridgman in October.

Have yet to hear back on water trail grant that was submitted. Provided an update on the progress of the green infrastructure grant project near the Orchards Mall, currently on hold because of landowner issues and local match. Looking at other locations to do a project.

Signup for staff training was passed around and reminder of training videos on the SWMPC website.

V. Old Business

- A. NPDES MS4 Permit Application activity; It was submitted to the EGLE on April 3, 2017 for all members. The Village of Stevensville was the first application. 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. Design Standards & Guidelines for the City of St. Joseph were submitted to EGLE on May 15, 2019 for review.

- B. IDEP Outfall and Point of Discharge Dry Weather Screening for BCDC, BCRC, and City of St. Joseph were done summer of 2019. Working on pulling together reports and rechecking outfalls that were submerged or unable to be located.
- C. Progress Reports are due December 1, 2019; these will be submitted via MiWaters. They are available currently in MiWaters. It will be a general permit progress report which involves information being provided within MiWaters and additional document uploads. Kelsea or Erica will be reaching out within the next month with the required information for the progress reports.
- D. 2019-2020 Budget was handed out at the last meeting. If members wish to have a Letter of Agreement for the budget, they should contact either Kelsea Sutton or Russ Beaubien.
- E. MiWaters Certifier Agreement Forms for new Spicer staff members were distributed to members who did not sign them at the last meeting.
- F. Other – No other information was offered

VI. New Business

- A. Pollution Prevention & Good Housekeeping reminders were presented by R. Beaubien. The documentation reminders listed below were covered:
 - 1. Tasks for Fall/Winter and to document:
 - a. Any dry weather screening completed; EGLE likes to see catch basins with sediment at least 12 inches below the lowest outlet pipe, if less than 12 inches, the basin's sump should be cleaned.
 - b. Any structural stormwater control inspections completed (detention basins, rain gardens, water quality units, etc.
 - c. Site maintenance and inspections; will be easier now that the vegetation dying back
 - d. Fall Leaf Pick Up
 - e. Salt Usage Quantities
 - f. Wintertime training during weather conditions; R. Beaubien reminded the group to use the services and videos offered by SWMPC and to document training.
- B. Local and Community Reports: the following communities reported on activities

City of St. Joseph: Sustainability Committee is fully developed (3 residents, 2 city commissioners, 3 city employees) and met on September 10th. The members have a lot of good ideas moving forward, ranging from energy efficiency programs to public education.

Lincoln Charter Township: Nothing to report

Village of Edwardsburg: Nothing to report

City of Niles: Nothing to report

St. Joseph Charter Township: Nothing to report

C. Next Year Meeting Dates and Times:

R. Beaubien suggested that meetings be shifted by one month (keeping meetings at the same time and 2nd Wednesday of the month) to allow for Spicer to have additional time during trips to conduct any additional meetings and follow ups from screening. It was agreed by those present that meetings during February, June, and October works with everyone.

Set 2020 Meeting Dates, Times and Locations:

- i. February 12, 2020: 10:00 a.m. - 12:00 p.m. @ Niles
- ii. June 10, 2020: 9:00 a.m. - 11:00 a.m. @ Bridgeman
- iii. October 14, 2020: 9:00 a.m. - 11:00 a.m. @ City of St. Joseph

D. Other: None

VII. Adjournment: Meeting adjourned at 9:46 a.m.