

Berrien & Cass County NPDES - MS4 Group Meeting

*St. Joseph Charter Township Hall
3000 Washington Avenue, P.O. Box 147
St. Joseph, MI 49085*

Wednesday, September 12, 2018

9:00 a.m. – 11:00 a.m.

MEETING MINUTES

I. Call Meeting to Order & Introductions

The meeting was called to order at 9:05 a.m. by K. Sutton.

***Present:** Russ Beaubien & Kelsea Sutton, Spicer Group; Jamie Moody & Kyle Gundersen, City of Niles; Jason Williams & J.T. Adkerson, City of Buchanan; David Rindfield, St. Joseph Charter Township; Tom MacDonald, City of St. Joseph; Tim Kading, City of Bridgman; Julie Amicarelli & George Gaunder, Lincoln Charter Township; Rich Low, Village of Edwardsburg; Steve Slavicek, Village of Stevensville; Marcy Hamilton & Kris Martin, SWMPC; Jeannine Totzke, Berrien County Drain Commissioner & Administration*

***Absent:** Nick Mannon, Cass County Road Commission; Brian Berndt & Jon Greco, Berrien County Road Commission; Kyle Alexander, Michigan Department of Environmental Quality (MDEQ)*

II. Review of Meeting Minutes from May 9, 2018's Group Meeting

Minutes of the May 9, 2018 meeting were approved with a motion from T. Kading, supported by J. Moody and passed unanimously.

III. MDEQ Comments and Updates – Kyle Alexander

K. Alexander did not attend the meeting. K. Sutton stated that there are no new updates from K. Alexander regarding the MS4 permit applications and where he is at with the review process of these applications.

IV. Southwest Michigan Planning Commission (SWMPC) Comments and Updates – Marcy Hamilton / Kris Martin

SWMPC partnered with the City of Bridgman at Weko Beach in May on stormwater management, why detention basins are not always the best for water quality and low impact development.

SWMPC had a productive summer with the following outreach events:

1. SWMPC partnered with the City of St. Joseph and a few other stakeholders for the “Keep it Blue” event on July 7th.
2. SWMPC partnered with the Berrien County Drain Commissioner’s office at the Berrien County Youth Fair; there was a booth present all week.
3. The Cass County Road Commission also had a watershed model booth at their youth fair in Cass County in late July.

SWMPC will also be presenting on October 3rd at the St. Joseph Public Library; they will be partnering with the Berrien County Conservation District talking about water quality and rain gardens.

SWMPC also partnered with the Berrien County Drain Commissioner's office through a grant for running radio advertisements. Also, through this grant, M. Hamilton stated that they are working with PhycoTech, Inc. for installing rain gardens/butterfly gardens for interested schools within Berrien County.

SWMPC also purchased a URL for "Let's Keep It Blue" (letskeepitblue.org).

If there are any events that you wish to host a display at or need further Public Education materials, please contact Kris or Marcy.

V. Old Business

A. NPDES MS4 Permits

1. **April 3, 2017** – Permit Applications Submitted
2. Village of Stevensville's MS4 Application Review – Allocate SAW Grant Funding
 - i. PEP, IDEP, PP/GH Comments
 - ii. No Further MDEQ Comments
3. County Application – Next MS4 application to be reviewed (tentatively)
4. No approximated issuance dates for MS4 Permits

K. Sutton advised the group that the NPDES MS4 Permit applications were submitted a year ago (2017) and that the Village of Stevensville's was the first to be reviewed in an attempt to free up some of their SAW Grant money. K. Alexander provided comments on the Public Education Plan (PEP), Pollution Prevention and Good Housekeeping (PP&GH), and the Illicit Discharge Elimination Program (IDEP). His comments were addressed by K. Sutton and M. Hamilton and provided back to the MDEQ. K. Alexander did anticipate for the next MS4 application to be reviewed to be one of the county's applications (i.e. Berrien County Drain Commissioner's Office-addressing the Post Construction Controls).

The tentative issuance date for the NPDES MS4 Permit that was originally **September of 2018** is no longer accurate. This was an aggressive timeline and other permit applications across the state are taking longer than anticipated. There is no approximated issue date.

Progress Report due dates will be established with the approved MS4 permit applications. All progress reports will be filled out and submitted via MiWaters.

Final copies of MS4 applications will be provided to each client once the documents are finalized and approved by the MDEQ.

B. IDEP Outfall & Point of Discharge Dry Weather Screening

1. Completed Village of Stevensville & Village of Edwardsburg (reports completed); Assisted City of Niles

2. BCDC & BCRC – 2019

The Village of Stevensville and the Village of Edwardsburg’s IDEP Dry Weather Screening was completed over the summer by Spicer Group as their dry weather screening needed to be completed in 2018. Reports were put together by Spicer Group and provided to the Village of Stevensville and the Village of Edwardsburg. Spicer Group also trained the City of Niles’ staff for dry weather screening.

Dry weather screening will commence in 2019 for the Berrien County Drain Commissioner, Berrien County Road Commission and the City of St. Joseph. As a reminder, dry weather screening needs to be completed once every five years, or once per permit cycle. For the members who handle their own dry weather screening, please make sure to document all screening efforts and to provide copies of documentation to Kelsea or Russ for their files. If you need assistance with dry weather screening, please let either Kelsea or Russ know in advance, so it can be scheduled accordingly.

C. Structural Stormwater Control Inspections completed – Handouts provided

Structural Stormwater Control Inspections were performed for all members over the summer. Handouts were provided to members at the meeting. If there any questions, please let either Kelsea or Russ know.

D. Other

None.

VI. New Business

A. Pollution Prevention & Good Housekeeping

1. Documentation Reminders:

i. Tasks for Fall/Winter and to document:

a. Any dry weather screening completed

Document all dry weather screening efforts and follow-up with problem sources as needed. If there are any questions when dealing with any follow-up sources, please contact either Kelsea or Russ. Additionally, in the IDEP document that was submitted with the MS4 permit application, there is a dry weather screening form in the appendix section of this document that can be used for dry weather screening documentation.

b. Any catch basin inspections completed

Document any catch basin inspections that were completed in addition to the inspections completed by Spicer Group.

c. Site maintenance and inspections

Document any follow-up corrections completed based on inspections.

- d. Fall Leaf Pick Up
- e. Salt Usage Quantities
- f. Winter time training

Utilize the winter time to train employees; remember to record the date that the training occurred, those who were involved with the training, and the specific type of training that was conducted. Additionally, there are training sources on SWMPC's website.

Provide all pollution prevention and good housekeeping documentation to either Kelsea or Russ. This information gets submitted with each member's progress reports.

B. Local and Community Reports

BCDC:

Christopher Quattrin will hold a PowerPoint presentation for Clark Equipment retirees about what the Drain Commissioner's office does. Jeannine Totzke shared the two following drain projects ongoing with the Berrien County Drain Commissioner's office:

- Yore & Stoeffer (Ox Creek) – Unsure as of start date for construction.
- Sawyer Village – This project consists mostly of open drain with tile drain throughout the Village.

City of Bridgman:

Tim Kading stated that if you are a member of Michigan Rural Water Association, they will provide the smoke testing equipment and one individual as a free service. They will also do leak detection and water and sewer rate studies for free. They will also provide training.

City of Buchanan:

J.T. Adkerson stated that their SAW Grant will be closing out in October; the Capital Improvement Plan should be in place at that point. A few extra flow meters have been placed within storm drains in the City that are draining slowly.

Jason Williams stated that he did a presentation this morning on PFAS.

City of Niles:

Dry weather screening began yesterday for the City of Niles. Russ and Kelsea provided training in the field as a few sources for the City were screened. The City would be completing screening on their remaining outfall and point of discharge sources this year.

The City's large diameter pipes were cleaned at the Waste Water Treatment Plant.

City of St. Joseph:

The City received a lead service replacement pilot grant through the Michigan Department of Environmental Quality. They are currently looking at specific locations and developing a list (i.e. private portion of the water line- system into the houses). The City was awarded approximately \$235,000; the City estimated approximately \$5,000 per property. The City is also performing a lead service inventory with the grant award.

St. Joseph Charter Township:

The Township is finishing up the cleaning and televising of their SAW Grant. They are waiting for the reports and videos to come back from their engineer.

C. Set 2019 Meeting Dates, Times and Locations:

1. January 9, 2019: 10:00 a.m. - 12:00 p.m. @ Lincoln Charter Township Hall
2. May 8, 2019: 9:00 a.m. - 11:00 a.m. @ City of Bridgman, Weko Beach
3. September 11, 2019: 9:00 a.m. - 11:00 a.m. @ City of St. Joseph (*Specific Location TBD*)

D. Other

None.

VII. Adjournment