

Berrien & Cass County NPDES - MS4 Group Meeting

Virtual Teams Meeting

Wednesday, October 09, 2024

9:00 a.m. – 10:00 a.m.

Meeting Minutes

Attendance:

Kelsea Sattler, SGI

Erica Martell, SGI

Bekah Schrag, SWMPC

George Gaunder, Lincoln Twp.

Jeff Vanbelle, CCDC

Greg Grothus, City of St. Joe

Dave Rindfield, St. Joseph Twp.

Joe Ray, City of Niles

Kevin Stack, BCRD

A.J. Mottl, Bridgman

Jeanine Totzke, BCDC

Zach Holt, Niles

- I. Call Meeting to Order & Introductions – 9:00 am.**
- II. Review of Meeting Minutes from Wednesday, June 12, 2024's MS4 Group Meeting**
Minutes from the June 12, 2024 meeting were reviewed. A motion to approve the minutes was made by George Gaunder and seconded by Greg Grothus.
- III. EGLE Comments and Updates – Matthew Hanauer**
Kelsea updated the group on Matt's behalf. No preliminary audit information is available at this time. Progress reports for the group are due next year. The biggest update is that the 2020 census data is now available on EGLE's website.
- IV. Southwest Michigan Planning Commission (SWMPC) Updates – Bekah Schrag**
Bekah informed the group about the Water Quality Survey that has been open for a couple of months. They are planning on closing the survey in October, so she asked the group to push the survey through their various channels to help them meet their goal of 100 responses. They have also done presentations to several townships and boards but there are still a few members that need to sign up for a presentation and display board in order to meet their requirements. Bekah will be reaching out to members after the meeting. Bekah also mentioned that the google drive with graphics for social media and different topics on storm water management is available for members to utilize.
- V. Old Business**
 - A. NPDES MS4 Permits**
 1. CCRC still in process.
Kelsea mentioned that everyone has received their permit except for CCRC. The permit review is currently in EGLE's court. SGI to follow up with EGLE and appropriate members.
 - B. EGLE Inspections**
 1. Lincoln Charter Township – 5/31/2024
 2. City of St. Joseph – 5/31/2024
 3. Village of Edwardsburg – 6/12/2024
The inspections from this year all went smoothly with just a few follow up items that have all been addressed at this time. We are not sure which members will be audited in 2025 or the measures that will be audited but we are anticipating smaller groups like in recent years.
 - C. IDEP Outfall & Point of Discharge Dry Weather Screening**

1. Year 4 Inspections

- i. Berrien County Drain Commissioner

The IDEP inspections have been completed for 2024. SGI is in the process of reviewing all reports from the field work. Any follow-up items will be communicated with the drain commissioner's office within the next month or so.

- D. Catch Basin Inspections

1. Maintenance maps

The maintenance maps for catch basin cleaning are in the process of being finalized and will be sent out around the end of the month. Let us know of any questions on the maintenance maps.

VI. New Business

- A. TMDL Plan

1. Plan review and member responsibilities

- i. Wet weather screening guide to assist with screenings to be sent out in February.

2. In person training to be provided during June 2025 meeting

Erica provided an overview of the wet-weather screening associated with the TMDL plan. In February training resources and a detailed review of the plan will be on the agenda with an in-person training on the sampling coming in June. Erica provided several documents for the members to familiarize themselves as well ahead of the future meetings on TMDL items.

- B. Pollution Prevention & Good Housekeeping

1. Documentation Reminders

- i. Tasks for Fall/Winter and to document:

- a. Any dry weather screening completed
 - b. Any structural stormwater control inspections completed
 - c. Site maintenance and inspections
 - d. Fall Leaf Pick Up
 - e. Salt Usage Quantities
 - f. Wintertime training during weather conditions

Kelsea reminded the group of how important documentation of program efforts is and reminded the group to provide their documentation to Spicer staff.

- C. Progress Reports

1. Due April 1st, 2025

- i. Due for everyone except for CCRC (April of 2026)
 - ii. Will cover from April 2, 2023 to April 1, 2025
 - iii. Request for information anticipated in January

As mentioned earlier, everyone but the CCRC has progress reports due in April of 2025. The reporting period is from April of 2023 to April of 2025 and is similar to what we've done in the past. We will be sending out a request for progress report information in January 2025.

- D. Local and Community Reports

No community reports were given.

- E. 2025 Meeting Dates, Times, and Locations:

1. February 19, 2025: 9:00 a.m. – 10:00 a.m. Virtual Teams Meeting.
2. June 11, 2025: 9:00 a.m. – 10:00 a.m. @ Bridgman Weko Beach House
3. October 8, 2025: 9:00 a.m. – 10:00 a.m. Virtual Teams Meeting

F. Other

VII. Adjournment – 9:49 am.