

Berrien & Cass County NPDES - MS4 Group Meeting

*Cass County Road Commission
340 N. O'Keefe St., Cassopolis, MI 49031*

Wednesday, October 12, 2022

9:00 a.m. – 11:00 p.m.

MEETING MINUTES

Attendance:

Kevin Gebhard, Lincoln Twp.

Kris Martin, SWMPC

David Rindfield, St. Joseph Twp.

Julie Amicarelli, Lincoln Twp.

Kelsea Sutton, Spicer Group

Kyle Gunderson, City of Niles

Richard Stauffer, Lincoln Twp.

Jeannine Totzke, BCDC

Nick Mannon, CCRC

Rich Low, Edwardsburg

Shane Lausch, Stevensville

Greg Grothous, City of St. Joseph

Jeff VanBelle, CCDC

Alan Mohl, City of Bridgman

Absent: *Buchanan Schools; Bridgman; Niles Schools*

I. Call Meeting to Order & Introductions

II. Review of Meeting Minutes from June 8, 2022's MS4 Group Meeting

Minutes of the June 8, 2022, meeting were reviewed, and a motion made by K. Gebhard, seconded by K. Gunderson, supported by a unanimous vote.

III. EGLE Comments and Updates – Kelsea Sutton

Permits: To be processed and issued, they will be considered a priority. Supposed to be effective Nov. 1st.

Audits: No new audits expected as of now.

IV. Southwest Michigan Planning Commission (SWMPC) Updates – Kris Martin

End of September, partnership with BCDC and Meijer to improve Hawks Creek, ribbon cutting has occurred for the largest rain garden in the region. Ms. Hamilton sought grants to improve conditions in surrounding creek areas.

Revamping website, URL will remain the same with a much more interactive database.

Sent out educational links roughly 6 months ago, information counts as training available for audits.

V. Old Business

A. 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

2. Certifier Agreements for new MiWaters accounts

B. Pollution Prevention & Good Housekeeping

1. Group Training – Video Option

Utilize SWMPC training videos for now, be sure to document for audit purposes.

New staff need to be trained within first year of employment, seasonal workers before they start. Trainings repeat every five years.

C. 2022 – 2023 Budget

Still need signed LOA from Berrien County Road Department and Buchanan.

D. IDEP Outfall & Point of Discharge Dry Weather Screening

1. Implementing a screening rotation program so inspections are split over the permit cycle
 - i. Year 1 Inspections
 - a. St Joseph Township
 - b. City of Niles & Schools
 - c. Village of Stevensville
 - d. Village of Edwardsburg
 - e. Lincoln Township
 - f. City of Bridgman
 - g. CCRC & CCDC
 - h. City of Bridgman

Documentation should be received prior to end of year for those listed.

E. Other

VI. New Business

A. NPDES MS4 Permits

1. Permits are going to be issued and will be effective November 1st
2. Valid for 5 years
3. Progress Report Timeline
 - i. Report due next year (April 2023) or wait and have them due same time as permit reissuance

All documents are available on MiWaters, Spicer Group will be coordinating with appropriate people as reports and documentation comes up. Will be staying on current schedule. All questions can be directed to Ms. Sutton or Ms. Martell.

B. BCDC SESC Workshop

1. November 4th
2. Focus on contractors
 - i. If anyone has contractor suggestions to add to the invite list, please pass them along to Jeannine (jtotzke@berriencounty.org)

C. Pollution Prevention & Good Housekeeping

1. Training Video for October:

<https://www.youtube.com/watch?v=xEEg5CBKQaM&t=6s>
2. 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

D. Local and Community Reports

BCDC – Completed Meijer rain garden, South Water, and Pine Brook projects. New project for Kelly Drain (open & tile) expected to start this year. More petitions for drains have been received.

BCRD – None

Village of Edwardsburg – Get moving with water plant in July.

Village of Stevensville – Paving areas and replacing a collapsed catch basin. Caught cleaning service dumping waste down the storm drain and documented it. Bridge issues collapsing or erosion possibility, Whiteman looked it over, fill it in and monitor.

Lincoln Charter Twp. – Environmental group coming in to look at Ten Mile. Looking at infiltration in the area.

CCRC – Completed audit and bridge work, preparing for winter.

City of Niles – None

Niles School District – None

City of Bridgman – None

City of Buchanan – Million-dollar projects with storm sewer downtown to fix ones that have collapsed, etc. Street sweeping every day, cleaning catch basins and replacing bad ones, and they have an audit.

Buchanan Public Schools – None

City of St. Joseph – Little Lester wrapping up soon, repaving projects, and looking to buy a street sweeper next year.

St. Joseph Charter Twp. – None.

E. 2023 Meeting Dates, Times, and Locations:

1. February 2023: 10:00 a.m. - 12:00 p.m. @ Lincoln Charter Twp. / Teams
 - i. Ms. Sutton will coordinate a new date and inform members.
2. June 14, 2023: 9:00 a.m. - 11:00 a.m. @ Bridgman Beach House / Teams
3. October 11, 2023: 9:00 a.m. - 11:00 a.m. @ City of Niles / Teams

F. Other

VII. Adjournment