

Wednesday, October 13, 2021

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  
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

Chris Summa, County of Berrien  
Greg Grothous, City of St. Joseph  
Whitney Smith, Edwardsburg  
Jamie Moody, City of Niles  
Nick Mannon, CCRC  
Joe Bellina, CCRC

Absent: M. O'Malley, City of Benton Harbor; D. Miller, Buchanan Schools; J. Ray, Niles; L. Evans, Niles Schools; K. Stack, BCRD; Alex Austin, City of St. Joseph; Tim Kading, Bridgman; Rich Low, Edwardsburg; Tim Zebell, City of St. Joseph

**I. Call Meeting to Order & Introductions**

**II. Review of Meeting Minutes from June 09, 2021's MS4 Group Meeting**

*Minutes of the June 09, 2021 meeting were reviewed, and a motion made by J. Totzke, seconded by S. Slavicek, supported by a unanimous vote.*

**III. EGLE Comments and Updates – Matthew Hanauer**

*New fiscal year so permit section is still setting priorities. No clear answer regarding MS4 permits, hopeful for next fiscal year in next October. Everyone has their applications in, do not predict needing anything else unless Spicer Group notifies otherwise. Start placing new practices regarding the new applications to streamline the process when the permits are issued. This year's inspection list will consist of the old permits. Mr. Hanauer will reach out to municipalities later to notify them. Mr. Hanauer is hoping to complete one per quarter, meetings will be held in person as of now. Ms. Sutton requests to be included in the notifications in order for Spicer Group to be available for the meetings as well. Any public education audits should also include Ms. Hamilton and or Mr. Martin as well. Mr. Hanauer will also review the permit applications to confirm all information has been submitted and ensure he does not have any outstanding questions.*

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

*This summer an online survey was sent out. Over 100 responses were received; will be seeing how things have changed from the last survey to this survey. Ms. Hamilton mentioned the percentages of people's responses regarding their opinion on water quality, and their understandings of watersheds and how the water quality is maintained. Results will be sent out following the meeting. SWMPC intends to repeat the survey on a two-year cycle to gauge how the public knowledge has changed. If any members are interested in reserving the training video, please reach out to Ms. Hamilton.*

*The Pucker Street Dam project is done. The dam had been removed and work is being done with Cass County Parks to provide path for kayak and canoe users. Ms. Hamilton to send article and photos. Benton Harbor Meijer is redoing the parking lot and has donated property to the drain commission to implement stormwater BMPs with construction anticipated for next spring. This discharges to Ox Creek.*

## V. Old Business

### A. NPDES MS4 Permits

1. No updates

*Any updates will result in notifications via mail.*

### 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.

*Fill out MiWaters authorization forms to ensure active roles, contact Spicer Group if you have any questions.*

### C. 2021 – 2022 Budget/ Letter Agreements

*Information was sent out to each committee member, only need Cass County Road Commission returned.*

### D. Other: None

## VI. New Business

### A. Pollution Prevention & Good Housekeeping

1. Group Training – 2022

*Looking to perform mass group training next year. Many members agree the training is needed. Follow up will occur at a later date; Ms. Sutton will send out an email with information regarding who to include as well as possible dates and times.*

2. Training Video for October:

- i. <https://www.youtube.com/watch?v=5A3oeE9BYVk>

3. 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

*Question raised of fall leaf pick up. Ms. Sutton provided answer of Fall leaf pick up consists of baggage pick up counts which are already being counted via pickup vendors and so on.*

### B. Local and Community Reports

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

**BDRD** – *New vac truck was purchased and looking to get a street sweeper next. Projects are wrapping up, bridge construction to occur.*

**Village of Edwardsburg** – *Questionnaires have been sent out regarding the filtration plant. New beach at Gunn Park will be added, expected to be a two-year project.*

**Village of Stevensville** – *Mr. Slavicek will be retiring in February. Preparing for leaf collection.*

**Lincoln Charter Twp.** – *Tested material in dumpster, further coordination with Buchanan to follow but have resolved the vac tuck material disposal.*

**CCRC** – *New Drain Commissioner, Jeff Vanbell, bridge project will be starting next year, had a SESC EGLE audit this year.*

**City of Niles** – *None*

**Niles School District** – *None*

**City of Bridgman** – *None*

**City of Buchanan** – *3<sup>rd</sup> Street project underway due to collapse in June. Was to be replaced in 2023 and will replace all utilities in the street. Six catch basins have been replaced. New wastewater treatment plant on River Street is running. Preparing for leaf season.*

**City of Benton Harbor** – *None*

**Buchanan Public Schools** – *None*

**City of St. Joseph** – *Reconstruction wrapping up on Langley Project. Next year completing other street projects.*

**St. Joseph Charter Twp.** – *Wrapping up sanitary project, just waiting on materials. New play structure.*

C. 2022 Meeting Dates, Times, and Locations:

1. February 23, 2022: 10:00 a.m. - 12:00 p.m. @ St. Joseph Township  
*Date changed from February 9<sup>th</sup> to accommodate conferences.*
2. June 8, 2022: 9:00 a.m. - 11:00 a.m. @ Lincoln Township
3. October 12, 2022: 9:00 a.m. - 11:00 a.m. @ Cass County Road Commission

D. Other

**VII. Adjournment**