



SAGINAW AREA STORM WATER AUTHORITY

EXECUTIVE COMMITTEE MEETING

MINUTES OF FEBRUARY 12, 2003

Present: James Koski, Matt Rappley, *Saginaw County Public Works Commissioner*; Rob Grose, Sonny Grunwell, *Saginaw Charter Township*; John Malzahn, *Bridgeport Charter Township*; Dan Armentrout, *Saginaw County Road Commission*; Dale Klein, *Carrollton Township*; Dan Sika, *Thomas Township*; Russ Beaubien, Tammy Shivley, *Spicer Group*

Absent: John Premo, *City of Saginaw*

Guest: Tom Hollerback, *Yeo and Yeo*

I. **CALL TO ORDER:** This Executive Committee meeting was called to order at 9:35 a.m. by Jim Koski.

II. **REVIEW OF MINUTES:** The minutes of January 29th were reviewed. *Moved by John Malzahn, supported by Rob Grose, to approve the minutes of January 29, 2003. MOTION CARRIED.*

III. **REPORT FROM ACCOUNTANT:** Heritage Accounting was unable to send representation and faxed a balance sheet. Mr. Malzahn reported that Spaulding Township has paid its remaining \$1,000. Bridgeport Spaulding Schools have not. The fund balance as of February 5th was \$9,934.07.

Approval of Accounts Payable: *Mr. Malzahn moved, Mr. Grose supported, payment of \$715.00 to Saginaw County for mapping services. MOTION CARRIED.*

Federal ID and Tax Exemption Status: A federal tax identification number has been assigned and received. Mr. Hollerback recommended that the authority file for an identification number as a governmental unit rather than a 501(c)(3) and offered, with the committee's approval, to speak with Ms. Herzog regarding the filing procedure.

Establishment of WCMA Account with Merrill Lynch: All officers signed the necessary paperwork to establish a Merrill Lynch account for the authority.

IV. **OLD BUSINESS:**

Amendments to Articles of Incorporation and Bylaws: Mr. Koski spoke with David Meyer regarding amendments to the Articles of Incorporation. Mr. Beaubien will follow up with Mr. Meyer.

In-Kind Services Committee Formation: An in-kind services committee will be formed and chaired by Sonny Grunwell with Debby Lopez, Dale Klein, John Premo, and Matt Rappley as members and Russ Beaubien as consultant. The committee will develop a procedure for the use of in-kind services and report back to the executive committee.

Intergovernmental Contracts and Permit Applications: To be distributed at the next general membership meeting for signature by the appropriate people. Spicer Group will make appointments to pick them up.

Illicit Discharge Reporting Procedure Update: Wayne County provided Mr. Beaubien with a synopsis of its procedure for handling illicit discharges and will send him a copy. When enough questions on the standardized list are answered with a "yes", the MDEQ is contacted to handle the problem. The committee discussed eventually expanding the reporting procedure into a Saginaw Bay area group. Dean Tuomari from Wayne County informed Russ that the MDEQ is putting together a grant for IDEP training. Saginaw will push to be one of the first to hold the training, which will probably be in the fall. Spicer Group will be holding a storm water operator construction site training on April 10th from 10:00 a.m. to 12:00 noon. Anybody interested in sending attendees is to contact Mr. Beaubien.

V. **NEW BUSINESS:**

Yeo and Yeo: Mr. Hollerback of Yeo and Yeo provided a verbal presentation of his company's experience, stating that services would cost between \$2,200 and \$2,800 (most likely the low end) for 2003. *Mr. Grose moved, Mr. Sika supported, recommendation of Yeo and Yeo to the full board as the Saginaw Area Storm Water Authority's auditor. MOTION CARRIED.*

NPDES Phase II: Mr. Beaubien provided a Power Point presentation on NPDES Phase II and answered numerous questions regarding the regulations involved. He noted that inspection documentation is very important, as is designation of the party responsible for provision of a storm water operator on construction sites.

VI. **Preparation of February 19th General Board Meeting Agenda:**

- Inform membership that the Notice of Intent will be submitted with maps and the PEPs to the MDEQ.
- Inform on availability of "When it Rains it Drains" pamphlet.
- Discuss the formation of an in-kind services committee and its purpose.
- Because invoices could not be sent out in early January as anticipated, the next billing cycle will reflect two quarters and will, therefore, be doubled.

VII. **Adjournment:** *Mr. Grunwell moved, Mr. Malzahn supported, to adjourn this meeting of the SASWA Executive Committee at 11:15 a.m. MOTION CARRIED.*

Respectfully submitted,

Daniel Sika, Secretary