



# SAGINAW AREA STORM WATER AUTHORITY

**EXECUTIVE COMMITTEE MEETING  
HELD AT SPICER GROUP, INC.  
MAY 28, 2003**

**PRESENT:** Matt Rappley, *Saginaw County Public Works*; Rob Grose, *Saginaw Charter Township*; John Malzahn, *Bridgeport Charter Township*; Joe Periard, *Saginaw County Road Commission*; Dale Klein, *Carrollton Township*; John Premo, *City of Saginaw*; Bob Tutsock, *Saginaw Valley State University*; .Tim Applebee and Mike Alfano, *Saginaw Intermediate School District*.

**ABSENT:** Dan Sika, *Thomas Township* (excused)

I. CALL TO ORDER: Rob Grose called the meeting to order at 9:32 a.m.

II. REVIEW OF APRIL 23, 2003 MEETING MINUTES: *John Malzahn moved, Bob Tutsock supported, to approve the April 23, 2003 meeting minutes as presented. MOTION CARRIED.*

III. CORRESPONDENCE: None.

IV. REPORT FROM TREASURER:

Payment for the month of March has been forwarded to Spicer Group. April and May invoices remain outstanding, but will soon be paid. Late fees will be removed from the Authority's bill. Currently, the Authority's account balance is \$4,235.95.

V. OLD BUSINESS:

A. Oath of Office Forms: Since the general meeting, the Saginaw County Road Commission's second Oath of Office form has been received. Spicer Group will provide an updated list for the next general board meeting.

B. Articles of Incorporation: Zilwaukee, Bridgeport, and Carrollton have returned signed Certifications of Adoption. Spicer Group will provide a report at the next general board meeting.

C. PEP Articles: Committee members received a draft of *Introduction to NPDES Articles No. 1 and 2* for review and were asked to review them and return comments to Mr. Beaubien by the end of next week. A final draft will be presented to the general membership following incorporation of executive committee comments. For continuity purposes, Mr. Grose suggested a common title for the draft.

D. Illicit Discharge Reporting Procedures Committee: Mr. Beaubien will contact members to schedule a June meeting date. The committee's goal is to develop a reporting and response procedure and training for personnel. The training will be done by SASWA members from Saginaw Charter Township and the City of Saginaw for all individuals on the IDEP contact

lists. Russ will meet with Mr. Premo and Mr. Grunwell to discuss, outline, and finalize the training. The committee also discussed having standardized spill kits throughout the county. Eventually, emergency response and 911 units will probably be involved in training, but that will be in the future.

The IDEP is due at the MDEQ by March 2004. Mr. Beaubien indicated that he has been involved in various speaking engagements, which he is documenting for the record as public education efforts.

Mr. Rappley suggested that the news articles be distributed to all membership entities so that public education can begin. He suggested sending copies to each entity or emailing copies to those with color copying abilities.

*Mr. Malzahn moved, Mr. Rappley supported, a motion to instruct Spicer Group to print the news articles, distribute 50 copies to each entity, and track distribution activity for MDEQ purposes. MOTION CARRIED.*

E. Agenda for Next Executive Committee Meeting:

- i. Mr. Beaubien is to provide a PEP report under new business. This helps to provide documentation for reporting to the MDEQ.
- ii. Mr. Beaubien will be putting together brief public survey forms in order to obtain a base line regarding public knowledge prior to education. He has a June 16<sup>th</sup> meeting with the Saginaw Intermediate School District and will meet with superintendents from various schools (minimally superintendents of authority school districts) to discuss an education plan for implementation within the schools.
- iii. Mr. Beaubien was instructed to put together an outline/brief cost estimate for the next executive committee regarding mapping of drainage district lines. Currently, only Saginaw Charter and Thomas townships have drainage district lines mapped.
- iv. Mr. Beaubien is also to put together a cost estimate for developing a SASWA web site and determine if Spicer Group is able to host it. Saginaw County and Saginaw Charter Township are able to host a web site, but the committee felt Spicer Group would be the best choice.

VI. NEW BUSINESS: None. However, there was discussion regarding efforts currently under way to preserve Saginaw County GIS services. Services are 'safe' through September of 2004 and the outlook is favorable for 'survival' of these services within the county.

VII. ADJOURNMENT: *Mr. Premo moved, Mr. Malzahn supported, adjournment of this executive committee meeting at 10:15 a.m. MOTION CARRIED*

Respectfully submitted,

John Malzahn  
Treasurer