



**EXECUTIVE BOARD MEETING MINUTES  
HELD AT SPICER GROUP  
MAY 19, 2010 – 10:00 A.M.**

**Present:** John Malzahn, *Bridgeport Charter Township*; Mark Pilkington, *Carrollton Township*; Jason Casteel, *City of Saginaw*; Brian Wendling, *Saginaw County Road Commission*; Jim Koski, *Saginaw County Public Works Commissioner*; Russell Beaubien, Katie Murphy, *Spicer Group*

**Absent:** Kelly Quimper, *Saginaw ISD*

**Excused:** Sonny Grunwell, *Saginaw Charter Township*

I. Mr. Koski called this meeting of the Executive Committee to order at 10:03 a.m.

II. Public Comments: None

III. Review of March 17<sup>th</sup> Meeting Minutes

*Mr. Malzahn moved, Mr. Wendling supported approval of the March 17<sup>th</sup> meeting minutes, MOTION CARRIED.*

IV. Correspondence:

None.

V. Report from Treasurer:

A. Mr. Malzahn reported that the 2<sup>nd</sup> quarter invoices have been sent out and some payments have been received.

B. Mr. Malzahn reported that the Money Market account has a balance of \$14,615.82. The checking account has a balance, as of the end of April, of \$54,068.58.

C. Mr. Malzahn presented Invoice #17337 from Roberts, Boehler, & Fisher for \$550.00 for general services.

*A motion was made by Mr. Malzahn to approve invoice #17337 for \$550.00 from Roberts, Boehler, & Fisher, and supported by Mr. Pilkington. MOTION PASSED.*

D. Mr. Malzahn presented Invoice #160282 from Spicer Group for services related to the NPDES permit, including Illicit Disconnect Elimination and Pollution Prevention/Good Housekeeping, for \$6,638.25.

*A motion was made by Mr. Malzahn to approve Invoice #160282 for \$6,638.25 from Spicer Group, and supported by Mr. Pilkington. MOTION PASSED.*

E. Mr. Malzahn presented Invoice #160283 from Spicer Group for services related to the Illicit Disconnect grant for \$9,576.50.

*A motion was made by Mr. Malzahn to approve Invoice #160283 for \$9,576.50 from Spicer Group, and supported by Mr. Wendling. MOTION PASSED.*

VI. Old Business:

A. Grant – Status Updates

Mr. Beaubien reported that he has not received word on any of the grants the Authority has applied for so far. Another round of grants will be released soon pertaining to the Great Lakes Areas of Concern.

Mr. Malzahn reported that the Authority still has not received the 4<sup>th</sup> quarter reimbursement for the 2008 Illicit Discharge Elimination Grant. Mr. Beaubien responded that the MDNRE is asking for digital information from the final report before they issue the reimbursement.

Mr. Koski reported that the Army Corps of Engineers is asking Saginaw and Bay Counties to apply for an additional grant beyond the initial grant for the Saginaw Bay Remedial Action Plan. Due to the lack of funds to meet the grant match, Mr. Koski declined.

Mr. Beaubien reported that he will be attending the next GRLI funding meeting on May 26<sup>th</sup>.

1. Update on Illicit Disconnect Grant

Mr. Beaubien reported that six illicit connections were found in Bridgeport, Buena Vista, and Thomas Township. After Mr. Beaubien completes his investigation, he will turn the information over to the Health Department.

2. Update on IDEP Grant

Mr. Beaubien reported that he has the draft completed for resubmittal and he is compiling the electronic data for the MDNRE.

B. Training/Certification for Industrial Storm Water Operators – completed another training session

Mr. Beaubien reported that another training session has been completed for Storm Water Operators. There were nine individuals in attendance.

1. SWPPI Training Session for Municipal Staff

Mr. Beaubien reported that he has developed a training session for municipal staff to meet the SWPPI guidelines. The session takes approximately three to four hours. It meets the requirements of the Pollution Prevention/Good Housekeeping segment of the permit. The requirement is that one training session must be held during the permit cycle of the permit and new employees must be trained within one year. Short training worksheets are included in the SWPPI document.

C. SWPPP Template

1. Inventory of Significant Materials

Mr. Beaubien reported that the inventory needs to be compiled for the SWPPP template. Material designed to be stored outside is not considered significant.

Because this is a requirement of the permit, the members of the Authority will move forward as it applies.

D. Class Action Suit

Mr. Beaubien reported that there are no updates on the Riverview Class Action Suit.

E. Other

Mr. Casteel reported that he was contacted by Bob Lehmann of the MDNRE on Tuesday, May 16<sup>th</sup>, to notify him that there was an oil spill on Bay Road between McCarty Road and Shattuck Road. Mr. Casteel asked Mr. Lehmann to notify Sonny Grunwell. Mr. Koski stated that he should be contacted because he can inform the MDNRE of where the drains split.

Mr. Malzahn reported that he received a call Monday, May 15<sup>th</sup>, stating that there had been a leak the week prior at Zelle Drive and Dixie Highway that surcharged the catch basins in the parking lot of the Liquor Express. Monday afternoon, Mr. Malzahn found sheen in the ditch and brown stains on the asphalt. He contacted Keith Noble with the MDNRE and has scheduled a time for Mr. Noble to look at the area and decide what should be done. The contamination area is contained to either private or MDOT property.

VII. New Business:

A. SWPPI will be submitted in June

Mr. Beaubien reported that the deadline is August 1<sup>st</sup>. Therefore, the SWPPI will be submitted in June or July.

B. Agenda Items for Next General Board Meeting

1. Standard agenda items, plus
2. SWPPP Update
3. SWPPP Compliance – School Districts

C. Other

None.

VIII. Adjournment:

*Mr. Malzahn moved, Mr. Pilkington supported, adjournment of the Executive Committee meeting at 11:03 a.m. MOTION CARRIED.*

Respectfully submitted,

John Malzahn, Treasurer