



SAGINAW AREA STORM WATER AUTHORITY

**GENERAL BOARD MEETING
NOVEMBER 19, 2003 – 2:00 PM
BRIDGEPORT CHARTER TOWNSHIP
GOVERNMENTAL CENTER**

PRESENT: Earl Schlegel, *Birch Run Township*; John Malzahn, Dick Dunnill, *Bridgeport Charter Township*; Vic Killingbeck, *Buena Vista Charter Township*; Debby Lopez, Dale Klein, *Carrollton Township*; John Premo, *City of Saginaw*; Len Ballosh, *James Township*; Mike Comstock, *Kochville Township* Rob Grose, Sonny Grunwell, *Saginaw Charter Township*; Paul Vasold, *Tittabawassee Township*; Tom Waters, *City of Zilwaukee*; James Koski, Matt Rappley, *Saginaw County*; Carl Ruth, *Saginaw County Board of Commissioners*; Joe Periard, Brian Wendling, *Saginaw County Road Commission*; Tim Applebee, *Saginaw Intermediate School District*; Jim Stone, *Saginaw Township Community Schools*; Robert Tutsock, *Saginaw Valley State University*; Ken Cichosz, *Swan Valley School District*; Russ Beaubien, Tim Inman, Tammy Shively, *Spicer Group*.

ABSENT: *Spaulding Township; Thomas Township; Bridgeport-Spaulding Community Schools*

I. CALL TO ORDER: Mr. Koski called the meeting to order at 2:00 p.m.

II. ROLL CALL: Mr. Malzahn completed the roll call.

III. REVIEW OF OCTOBER 15, 2003 MINUTES: *Mr. Grose moved, Mr. Malzahn supported, approval of the October 15, 2003 minutes as presented. MOTION CARRIED.*

IV. CORRESPONDENCE: None.

V. TREASURER'S REPORT: Mr. Malzahn reported a fund balance of \$76,465.04.

Mr. Malzahn moved, Mr. Ballosh supported, payment of Invoice No. 004156 in the amount of \$1,049.70 to Smith Bovill. MOTION CARRIED.

VI. COMMITTEE REPORTS:

A. Executive Committee: Mr. Koski reported on the committee meeting held on November 12th.

Mr. Beaubien will be attending two conferences (MWEA and Center for Environmental Studies PEP) and will provide a report to the membership.

The committee reviewed and discussed the draft budget, which must be approved in December. Members were asked to review the budget and provide comments as soon as possible.

Jim Lehman and Brian Wendling of the Saginaw County Road Commission attended the meeting, where apportionments and the formulas used to derive them were discussed in some detail. Minutes from a June, 2000 meeting showed that the Road Commission agreed to a 15% apportionment. The Road Commission requested a copy of the calculations used, and Mr. Beaubien will meet with Mr. Lehman and Mr. Wendling at 9:00 a.m. on November 20th.

The authority continues to focus on deadlines, and Mr. Beaubien indicated that GIS work will be ongoing to remain on schedule and spread costs out. The in-kind task option remains available upon approval of a proposal for up to the amount members apportioned in the budget line item.

Buena Vista school are awaiting the MDEQ's decision. If they do join the authority, the late fee surcharge will be waived because they were not previously required to comply.

B. SNITCH Committee Report: Board packets contained an updated copy of the countywide ordinance reviewed on November 12th by the committee. The committee awaits review by the county attorney, as well as additional input by Mr. Meyer to determine whether non-compliance will result in a criminal misdemeanor or a civil infraction. Penalties must also be determined.

The notification process and flow chart was also discussed. Training for response personnel will be held.

Brochures were discussed, as well as training for authority members. A meeting was held to discuss and schedule training, which will be held during the 2nd week of February at Spicer Group. Members were asked to be sure one key person from their entity attends the training. It was suggested the MDEQ be invited to attend.

Presentation of County Storm Water Ordinance: This county-wide ordinance is patterned after the Saginaw County Soil Erosion and Sediment Control ordinance. Determination as to who will have the power of enforcement must be made. Mr. Koski will probably have authorization to deputize individuals, but those who are sworn in must have the background and understanding necessary to properly handle this responsibility. The ordinance can also be adapted for use by authority entities. Mr. Koski will work with Mr. Ruth to present the ordinance to the Saginaw County Board of Commissioners. Funds obtained through enforcement will be funneled into authority funds to assist in reduction of costs to members. Fines and penalties must be carefully determined and strong enough to gain the violator's attention, but not so strong that enforcement officials are hesitant to issue tickets. The purpose is compliance, not fund raising.

VII. OLD BUSINESS:

2004 Budget: All attendees received a copy of the proposed budget and apportionments for review. Mr. Malzahn noted the budget reflects a \$10,000 line item for GIS mapping and wondered whether this amount would cover outsourcing of outfall mapping in the event that county GIS services become unavailable. Mr. Beaubien indicated a sizeable portion of that work is already budgeted and the line item should cover any outsourcing costs. No other questions or comments were raised. Issues of concern regarding the budget should be addressed in the immediate future, as the budget must be approved in December.

VIII. NEW BUSINESS:

- A. **Storm Water Operator Certification Training Session:** Training will be scheduled in January at Spicer Group, but more information will be forthcoming in December.
- B. **Website Presentation:** Members received a handout which provided visuals of the Website. The Website Committee had developed a "needs list" for the Website which identified communication as very important. The needs list was used as a starting point for the website. Tim Inman gave a PowerPoint presentation during which he informed members of the website address (www.saswa.org) and the need for Adobe Reader, which can be downloaded off the internet at no cost. Members were able to see the layout of the website and information available through the site. The site now has information regarding public reporting procedures. An email address list has been added to the site, and members can now email all members through a click on a link. Mr. Grose suggested that email be set up so that members can choose specific groups to email, i.e. executive, SNITCH, or general membership.

Eventually, the website will be less generic and all members will have individual passwords. Storm sewer and drainage district maps will also be available on the site.

- IX. **MEETINGS:** The Executive Committee will meet on December 10th and other committees as needed.
- X. **ADJOURNMENT:** *Mr. Ballosh moved, Mr. Malzahn supported to adjourn this meeting of the SASWA at 2:52 p.m. MOTION CARRIED.*

Respectfully submitted,

John Malzahn, Treasurer