



SAGINAW AREA STORM WATER AUTHORITY

GENERAL BOARD MEETING
OCTOBER 19, 2005 – 2:00 PM
BRIDGEPORT CHARTER TOWNSHIP
GOVERNMENTAL CENTER

PRESENT: Earl Schlegel, Ramon Rosas, *Birch Run Township*; John Malzahn, Dick Dunnill, *Bridgeport Charter Township*; Vic Killingbeck, *Buena Vista Charter Township*; Marv Kozara, *Carrollton Township*; Jason Carsted, *City of Saginaw*; Jerry Weineke *James Township*; Don Ackerman, *Spaulding Township*; Paul Vasold, *Tittabawassee Township*; Warren Davis, Tom Waters, *City of Zilwaukee*; James Koski, Matt Rappley, *Saginaw County*; Jim Stone, *Saginaw Township Community Schools*; Kelly L., *Saginaw ISD*; Robert Tutsock, *Saginaw Valley State University*; Ken Cichosz, *Swan Valley Schools*; Russell Beaubien, Chevonne Lewis, *Spicer Group*.

ABSENT: Kochville Township; Saginaw Charter Township; Thomas Township; Saginaw County Board of Commissioners; Saginaw County Road Commission; Bridgeport-Spaulding Community Schools

GUESTS: Octavia Green, MDOT

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. He declared that a quorum was present.

III. PUBLIC COMMENT: Mr. Koski called for Public Comments and there were none.

IV. REVIEW OF SEPTEMBER 21ST, 2005 MEETING MINUTES:

Mr. Malzahn moved, Mr. Schlegel supported approval of the September 21, 2005 meeting minutes. MOTION CARRIED.

V. CORRESPONDENCE:

Mr. Malzahn reported that he had no new correspondence.

Mr. Beaubien reported that he received an email regarding Financing of Storm Water Programs meeting to be held on Monday, October 24, 2005. He also stated that he plans on attending that meeting.

Mr. Koski reported that he had a resolution that he passed on to Mr. Beaubien. He thanked all in attendance for sending them in and stated that he will be using them when he goes to the County Board.

VI. TREASURER'S REPORT:

A. Mr. Malzahn reported that the Money Market account has a balance of \$168,933.43. Approximately \$415.52 was earned in interest last month. The checking account has a balance, as of September 30th, of \$12,234.26, with \$13.34 interest for the month. Fourth quarter billings did go out with a notice of why it was for \$0 (because the benefits for IDEP grant were received).

- B. Mr. Malzahn presented Invoice #21715 from Smith Bovill for \$437.50.

A motion was made by Mr. Schlegel to approve Invoice #21715 for \$437.50 from Smith Bovill, and supported by Mr. Tutsock. MOTION PASSED.

Mr. Malzahn presented Invoice #6677 from Roberts, Bohler, & Fisher for \$200.00.

A motion was made by Mr. Wieneke to approve Invoice #6677 for \$200.00 from Roberts, Bohler, & Fisher, and supported by Mr. Killingbeck. MOTION PASSED.

Mr. Malzahn presented Invoice #142811 from Spicer Group, Inc. for \$10,964.25.

A motion was made by Mr. Tutsock to approve Invoice #142811 for \$10,964.25 from Spicer Group, and supported by Mr. Vasold. MOTION PASSED.

Mr. Malzahn presented a bill from Saginaw Area GIS Authority for the Quasi Public Membership for one year of support for \$2,000.00 (third quarter 2005 and the first three quarters of 2006).

A motion was made by Mr. Schlegel to approve bill for \$2,000.00 from Saginaw Area GIS Authority, and supported by Mr. Malzahn. MOTION PASSED.

- C. Mr. Malzahn announced that he and Mr. Rappley were working with Spicer's accounting department to keep track of any time spent on the Illicit Discharge Elimination Plan so that all related activity can be tracked for grant purposes. He also stated that he has it set up with accounting so that the IDEP program activities will be billed independently of anything else, making things easier when it comes time to send billing to the State. Mr. Rappley will keep track of his time independently and Mr. Malzahn will keep track of his time independently.

VII. OLD BUSINESS:

- A. Progress Report on Storm Water Ordinance

- Resolutions are in file (Don Ackerman delivered the Spaulding Twp. Resolution.)

Mr. Koski met with the County Services Board and reports that the County's Attorney wants to meet with SASWA's attorney to talk about some issues they saw in the proposal. Mr. Koski told them he would have all of the resolutions for them. Mr. Rappley interjected that they had Spaulding Township's original resolution in-hand, which he would hand over to Mr. Beaubien. It was noted that all resolutions were now in SASWA's possession.

Mr. Koski noted that the signed resolutions from the Governing Body, along with the Health Department and SASWA's history should be enough support (Mr. Koski may also ask David Meyer to attend). Even though, they are welcomed to attend, he sees no reason for any other members to be present when the Ordinance goes before the County Services Committee next month. However, it would be nice to have some members in attendance, to show support, when the Ordinance goes before the full Board.

Mr. Malzahn brought out that the SNITCH Committee wrote the Storm Water Ordinance with oversight and editing by attorney David Meyer.

B. SWPPI Training Review

Mr. Beaubien reported that there was a pretty good turn out at last weeks SWPPI Training. Hopefully, everyone got a good/better understanding of what he will be looking for when he starts writing SWPPIs. One of the first SWPPIs will be written for Birch Run, which will be due March 1st, 2006.

Mr. Beaubien and his group will be using templates from the SWIPPI interviews and combining them with the Watershed Management Plan and they were right on track with setting everything up, with the help of the SWPPI Training.

Mr. Beaubien also stated that SWPPIs would be due April 15, 2006 for the remainder of the organization. A copy will be provided to each Township beforehand so they can look at it.

Mr. Beaubien noted that he would have extra staff coming in January. Mr. Ward will be back fulltime starting January 9, 2006.

Mr. Malzahn stated that he had a book and 3 nametags for Tittabawassee Township and the City of Saginaw, who were unable to attend the SWPPI Training.

C. IDEP Review of project

Mr. Beaubien reported that part of the funding received amounted to \$146,500, plus there's a match that the organization has, bringing the total to about \$210,000 to work with on the IDEP program. He has established another money tracking aspect by setting up a separate file order number, which Mr. Malzahn already knows, for the Storm Water Authority and for IDEP; each will have different tasks associated with it.

Mr. Beaubien further reported that he would be meeting with Charlie Bauer next week to lay the basis on how they will implement this plan. The first step is to develop a QUAPP (**Quality Assurance Program**), which consists of writing up a document, for review and approval, on how the money will be spent. They've started setting up the maps and have six areas of concern identified:

- Area along State Street that dumps into the Tittabawassee River
- State Street Corridor (stretches from Center St to the west) / Midland Road Corridor
- Section along Dixie Hwy (in the Industrial area near the old Pickle factory and Dixie Cut Stone)
- Section along Outer Drive
- Cass River (from Bridgeport down to the mouth of the river)
- In Carrollton, right along the river (near the old docks and sugar plant)

Mr. Beaubien stated that the company in this area of concern could be taken off the list, because they're already in litigation with the DEQ. The company was turned in by one of its own employees for allegedly dumping raw sewage directly into the river.

Mr. Beaubien went on to talk about quarterly reports. He had already given Mr. Rappley and Mr. Malzahn some of the financial information, which mentioned an Expedited Payment Program. Mr. Beaubien received documentation from the State on how they want to see everything filled out, and he and Ms Kubica have set up a work plan for filling out forms on the computer for quick submittal.

D. Proposed 2006 budget

Mr. Beaubien stated that everyone should have a copy of the budget from last meeting, if not; he could e-mail or mail it to anyone who doesn't have one. Resolutions have been coming in. To-date, Mr. Beaubien has Birch Run, James Township and Zilwaukee. It was noted by other members that Tittabawassee has approved the apportionment and Bridgeport was also approved, but waiting for signatures. Mr. Beaubien stated that the resolutions could be faxed or the original could be sent to him just as long as he gets a copy, so they can get the approval process taken care of, which looks like it's going forward at this time.

VIII. NEW BUSINESS:

A. WMP & Annual Report

Mr. Beaubien reported that the Annual Report was sitting over at the DEQ; he also had a copy on hand for anyone who wanted to look it over.

Mr. Beaubien moved on, stating that the paperwork is being developed for the first Watershed Management Plan for the Upper Saginaw, and that spot monitoring (dipstick testing) would be done until funds were obtained for heavier testing.

Mr. Beaubien reported that for the last couple years he budgeted \$4200-4500 for doing the Annual Report and its only taken ½ of that for him to put it together.

B. Annual End of Year Authority business

- Trustee terms of office expiring on December 31, 2005, per amended Articles of Incorporation:
 - Spaulding Twp
 - Carrollton Twp
 - County Road Commission
- Oath of Offices for trustees beginning terms in 2006
- Election of Officers for 2006 – review of procedure

Mr. Malzahn stated that the Trustee term of office would be expiring for Spaulding Township, Carrollton Township and the Saginaw County Road Commission on December 31, 2005.

Mr. Koski interjected that the organization should send a notice, on SASWA letterhead, to the Board of Spaulding Township, Carrollton Township and the County Road Commission stating that they expire December 31st, 2005.

Mr. Malzahn continued, stating that the new Trustees will have to have an Oath of Office preformed by their respective Boards. He suggested Mr. Beaubien should go

ahead and send both the resolution and oath templates along with the notice to those respective Townships.

Mr. Malzahn explained that they set it up originally so that some would expire after one year, some would expire after two years, and some would expire after three years, then after that it's every three years. So every three years four or five of the Trustees will have to be reappointed, but this way they won't all expire in the same year.

The Election of Officers will take place at the Annual meeting in December.

C. Web Site Statistics

Mr. Beaubien reported that to-date there have been about 3,000 more hits than last month. Still averaging around 100 hits a day and 6 visits a day on the website. What was interesting was the bandwidth, which went sky high when the Watershed Management Plan was posted. The bandwidth went from 100 MB to over 1 GB in one month. The pages with the most hits are the Public Education page, and the Watershed page.

D. Other

No other information reported.

IX. ADJOURNMENT:

Mr. Malzahn moved, and Mr. Schlegel supported to adjourn this meeting of the SASWA at 2:44 p.m. MOTION CARRIED.

Respectfully submitted,

John Malzahn, Treasurer