



SASWA MEETING MINUTES
Executive Board Meeting
November 20, 2019
10:00 a.m.
Spicer Group – 1st Floor Board Room 1

I. Call to Order

Mr. Grunwell called the meeting to order at 10:00 a.m.

Present: Kelsea Sutton, Erica Martell, & Russ Beaubien, Spicer Group; Rick Hopper, Thomas Township; Bob Tutsock, Saginaw Valley State University; Sonny Grunwell & Daryl Gotham, Saginaw Charter Township; Beth London, City of Saginaw; Travis Hare, Saginaw County Road Commission; Marya Colpaert, Saginaw County Public Works Commissioner; Josh Hoffman, City of Saginaw

Absent: Chris Burback, Tittabawassee DPW; John Farver, Saginaw Intermediate School District;

Excused: Don Sumption, Carrollton Township; Ruthann Evans, Bridgeport Charter Township

II. Public Comment: None

III. Review of September 18, 2019 Meeting Minutes

A motion was made by Mr. Hopper to approve and supported by Mr. Tutsock, MOTION PASSED.

IV. Correspondence: None

V. Report from Treasurer

A. Mr. Hopper presented invoice #52271 from Roberts, Boehler, & Fisher, for general services through October 31, 2019 in the amount of \$700.00.

A motion was made by Ms. Colpaert to approve and supported by Mr. Hoffman, MOTION PASSED.

B. Mr. Hopper presented invoice #198898 from Spicer Group, Inc., for general services through October 31, 2019 in the amount of \$4,993.00.

A motion was made by Mr. Hare to approve and supported by Mr. Tutsock, MOTION PASSED.

VI. Old Business

A. EGLE Updates – MS4 Permit Applications

1. Ongoing Revisions:

i. SCPWC

ii. SVSU

iii. SCRC

- iv. Buena Vista Charter Township
- v. Tittabawassee Township
- vi. City of Zilwaukee
- vii. Bridgeport Charter Township
- viii. Carrollton Township
- ix. Thomas Township
- x. City of Saginaw
- xi. Swan Valley Public Schools
- xii. Saginaw Township Community Schools
- xiii. Saginaw ISD
- xiv. Bridgeport Spaulding Community Schools

Spicer Group is working on revising Pollution Prevention / Good Housekeeping documents for all members and Post Construction Controls documents. Comments were received for the SCPWC Design Requirements, revisions were made, and the document was resubmitted; more comments were received with a response date of December 2nd. Still waiting on comments back from EGLE for remaining members with their own Post Construction Controls document. Discussion took place pertaining to the Road Commission's catch basin cleaning program and what EGLE is requiring of Road Commissions across the state.

- B. SAW Grant
 - 1. Final Disbursement due within 60 days of the grant end date – \$15,502.50 remaining
 - 2. Final deliverables (MS4 SWMP) – Due by December 31, 2019
- C. 2020 Apportionment Approval Status
 - 1. Resolutions emailed to members, return by **December 1st**
 - a. Received thus far:
 - i. Buena Vista Charter Township
 - ii. Saginaw Charter Township

Need resolutions returned before Annual Meeting in December.

- 2. Trustee Resolutions & Oath of Office needed for terms expiring on **December 31st** (*Needs to be completed by the Annual Meeting on December 18th, 2019 or at the latest January 1, 2020 when the appointed trustee's term starts*):
 - i. Bridgeport Charter Township
 - ii. Buena Vista Charter Township – **Received**
 - iii. Carrollton Township
 - iv. Saginaw Charter Township – **Received Resolution, need Oath of Office**
 - v. Tittabawassee Township – **Received Resolution, need Oath of Office**

Need to be returned prior to meeting; Kelsea Sutton will send a reminder email.

- D. Other: None

VII. New Business

- A. Review Draft Letter to MS4 Implementation Team (MIT)

The draft letter to the MS4 Implementation Team was reviewed. Russ and Kelsea discussed approaching St. Clair County as well as Bay County to see if they would like to come on board. Please send any revisions to Kelsea Sutton. The new chair will be the one to sign the letter.

B. Discuss Officers: Chair

Bob Tutsock – Vice Chair

Travis Hare – Treasurer

To be approved next meeting; will need new signatures for accounting.

C. Upcoming Meetings

1. December 18, 2019 – General Board Meeting

D. Other: None

VIII. Adjournment 10:29 a.m.

A motion was made by Mr. Tutsock to adjourn and supported by Ms. Colpaert.

MOTION PASSED.

Respectfully submitted,

Rick Hopper, Treasurer