



SASWA MEETING MINUTES
General Board Meeting
February 19, 2020
10:00 a.m.
Spicer Group – 1st Floor Board Room 1

I. Call to Order:

Mr. Tutsock called the meeting to order at 10:03 a.m.

II. Roll Call:

Present: Daryl Gotham, *Saginaw Charter Township*; Russ Beaubien, Erica Martell, Kelsea Sutton, Keith Noble, & Angie McCullen, *Spicer Group*; Don Sumption, *Carrollton Township*; Rob Hudec, *Saginaw County Road Commission*; Travis Hare, *City of Saginaw*; Bob Tutsock, *Saginaw Valley State University*; Troy Linton, *Swan Valley Schools*; Chris Burback, *Tittabawassee Township*; Josh Hoffman, *City of Saginaw*; John Farver, *Saginaw Intermediate School District*; Duane Fairris, *Buena Vista Charter Township*

Excused: Julia Miller, *EGLE*; Ruthann Evans, *Bridgeport Charter Township*; Meaghan Gass, *MIVE/MISG*; Marya Colpaert, *Saginaw County Public Works Commissioner*; Eric Mahan, *City of Zilwaukee*

Absent: Rick Hopper, *Thomas Township*; Steve Sujkowski, *Buena Vista Charter Township*; Jeff Ladd, *Bridgeport-Spaulling Community Schools*; Rick Reagan, *Saginaw Township Schools*

III. Public Comment: None

IV. Review of December 18, 2019 Meeting Minutes

A motion was made by Mr. Gotham to approve and was supported by Mr. Linton, MOTION PASSED.

V. Correspondence: None

VI. Report from Treasurer:

A. Mr. Hare presented invoice #52998 from Roberts, Boehler, & Fisher, for general services through January 31, 2020 in the amount of \$700.00.

B. Mr. Hare presented invoice #200177 from Spicer Group, Inc., for general services through January 31, 2020 in the amount of \$10,003.00.

A motion was made by Mr. Linton to approve and supported by Mr. Fairris, MOTION PASSED.

C. **The audit conducted by Berthiaume & Company was presented. Copies of the audit are available on the SASWA website.**

A motion was made by Mr. Linton to approve and supported by Mr. Gotham, MOTION PASSED.

VII. Old Business

A. EGLE Updates – Ongoing As-Needed Revisions to MS4 Permit Applications

Working on Post Construction Controls. No additional comments thus far. Taken state provided comments and adjusted City of Saginaw, Thomas Township, and Carrollton Township PCCs. Any remaining items will be handled, permit applications have the goal of completion for the end of the 2020 fiscal year. All documents will be available through MiWaters. Hard and electronic copies will be provided once applications are completed.

B. SAW Grant

1. Final Disbursement submitted 01/02/20 – \$15,502.50 remaining
 - a. Will not receive until EGLE has approved the stormwater management plans
2. Final deliverables (MS4 SWMPs) submitted 12/23/19

It has been made aware that these deliverables are not the final product and no resubmittal will be necessary, once completed and approved the rest of the final disbursement will be made available.

C. 2020 Items

1. NPDES Permit Applications (Complete)

EPA is looking for EGLE to complete applications, they have until end of 2020 fiscal year.

2. PP/GH: Inspection (Pending on issued permits)

Scheduled inspections will be based on issued permits. Still currently operating on 2003 permit applications until new permit cycle is in place.

3. Progress Reports (Tentative)

Saginaw Charter Township is the only one with an issued permit and their Progress Report is due April 1st, 2021. Everyone else is due in 2020. May change upon issuance of permits.

4. EGLE Audits

Goal is to finish MS4 applications and then start audit process. Julia Miller will let everyone know what the audit will consist of and Spicer Group will assist in preparation of the audit and can be present if requested.

5. SWPPP Updates

Keith Noble is starting to modify SWPPPs. They will be revised and gone over with corresponding persons.

D. Letter to MS4 Implementation Team (MIT)

Finalized, handout included, letter will be sent out following this meeting.

- E. Other
Meeting Attendance - Both general and executive are open to the public, anyone who would like to come is welcome. If someone is interested in attending executive meetings, contact Kelsea Sutton if interested.

VIII. New Business

- A. PEP
 - 1. PEP Display Board (handout) – Sign up if interested to host display board

Everything regarding the display board will be handled by Spicer for whatever time slot it is signed out for.

- 2. Staff Training:
 - a. Reminder: Staff must receive training once per permit cycle and new full-time employees must receive training within the 1st year of employment
 - b. Training videos and sign-ins are available on the SASWA website

Looking to host another staff training after permit applications have been completed before scheduling. Document all training performed, and the topic(s) covered; please send that documentation to Spicer. Training information is available on SASWA's website. If training covers all 6 minimum measures that training will suffice for the 1st year of employment.

- B. Annual Progress Memo of the SASWA
 - 1. For members to distribute to their boards or governing/administrative bodies
 - 2. Will also be posted on the SASWA website

Handout describing what is SASWA and what SASWA does, good to provide to the board to describe what SASWA is doing.

- C. EGLE High water levels emails/ handout

Sent out by EGLE staff regarding NPDES permits; let Ms. Sutton know if you did not receive one. Email contains a general packet of vulnerability analysis, regarding staff going out and checking BMP operations and ensuring they are working properly. Water levels are expected to increase 18 inches so inspections should be performed to make sure BMPs are operating as designed. During an audit, Julia (EGLE) will not be looking for these to be done, but these should still be performed. Areas along rivers in floodplains should be monitored closely for overflows or potential contamination.

- D. Upcoming Meetings
 - 1. March 18, 2020 – Executive Meeting
 - 2. April 15, 2020 – General Meeting

- E. Other

Megan Goss from MSU Co-op Extensions. Funding for Green Infrastructure, if anyone has a project, they believe would be useful with this program reach out to Ms. Sutton or Mr. Beaubien.

IX. Adjournment: 10:45 a.m.

*A motion was made by Mr. Hoffman to adjourn and supported by Mr. Linton.
MOTION PASSED.*

Respectfully submitted,

Bob Tutsock, Co-Chair