



SASWA MEETING MINUTES
General Board Meeting
October 20, 2021
10:00 a.m.
Spicer Group – 1st Floor Board Room &
Virtual Teams Meeting

I. Call to Order:

Mr. Hopper called the meeting to order at 10:001a.m.

II. Roll Call:

Present: Erica Martell, *Spicer Group*; Don Sumption, *Carrollton Township*; Chris Burbach, *Tittabawassee Township*; Daryl Gotham, *Saginaw Charter Township*; Mariah Kelly, *Saginaw County Road Commission*; John Farver, *Saginaw Intermediate School District*; Rick Hopper, *Thomas Township*; Julia Miller, *EGLE*; Joel Kiss, *Saginaw Valley State University*; Marya Colpaert, *Saginaw County Public Works Commissioner*; Duane Fairris, *Buena Vista Charter Township*; Travis Hare, *City of Saginaw*.

Excused: Troy Linton, *Swan Valley Schools*; Eric Mahan, *City of Zilwaukee*

Absent: *Saginaw Township Schools*; *Bridgeport-Spaulding Community Schools*; *Bridgeport Charter Township*

III. Public Comment: *None*

IV. Review of April 21, 2021, Meeting Minutes

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

V. Correspondence: *Ms. Miller looking for who needs their permits issued. Ms. Martell informs that Buena Vista and Saginaw County Road Commission still needed a permit when she checked last month. Ms. Miller said multiple Saginaw County MS4's are on the list for audits this year. Members will be contacted soon, there are 12 to handle so Ms. Miller is hoping to complete one per month. Spicer Group will be available to assist members with audits.*

VI. Report from Treasurer:

A. *Mr. Hare presented invoice #62083 from Roberts, Boehler, & Fisher, for general services through August 30, 2021 in the amount of \$325.00.*

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

B. *Mr. Hare presented invoice #209664 from Spicer Group, for general services through August 30, 2021 in the amount of \$11,899.00.*

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

VII. Old Business

- A. Public Education
 - 1. Website blog and option for social media posting.
 - 2. New post up for the fall.
Fall blog went up and is available to be shared. If you shared the blog post, please send a screenshot to Ms. Sutton or Ms. Martell to put in the records for progress reports.
- B. EGLE Audits
 - 1. No others scheduled at this time.
None scheduled yet, planning on starting audits in 2022, Spicer Group is available to help with the process if the members would like.
- C. MiWaters Contact Information Update
 - 1. Under Details and then Site Contacts you can updates or add any contacts. This is the list that MiWaters uses for emails.
Make sure you have access in MiWaters and have updated your contact information. Any questions can be directed to Ms. Sutton or Ms. Martell. Ms. Miller will be sending out audits via MiWaters contacts so please ensure your contact information is up to date.
- D. Dry Weather Screening & E. Coli Sampling
 - 1. Dry weather screening and follow up is completed for all members
 - 2. E. coli testing results
Complete 1/5th of the outfalls per year. Completed 130 this summer. 32 may be removed, one located in Road Commission and Drain Commission outfall needs to be identified under one source. Of the 130 completed, only 25 needed water quality screening, e. coli testing was performed if they had flow. 11 e. coli samples were run, only one was above the limit set by the state, located at the Universal Drain. Source tracking was performed, the source appears to be human, information was passed along to the Public Works Commission which was given to the Health Department as well. Any reports would result in the member of that area being notified.
- E. Catch Basin Inspections
All catch basin inspections have been completed, only five to ten need to be re-inspected due to vehicle obstruction. A potential spill was noted at Saginaw Intermediate School District, nothing was detected to have gone into the system. Half the catch basins inspected will need to be cleaned based on the permit's specifications. The remaining are labeled low priority. Notifications will be sent of which catch basins need to be cleaned, reports will appear different due to GIS update, reports will be sent out following the meetings.

VIII. New Business

- A. 2022 Budget & Resolutions
 - 1. Resolutions to be emailed to members, return by December 1st
 - 2. Trustee Resolutions needed for terms expiring on December 31st/ new staff:
 - a. SVSU
 - b. Carrollton Township
 - c. City of Saginaw*Only change is progress reporting documentation and submittal is zero for 2022 due to no progress reports needing to be submitted until 2023, which will be when the charge will come back. Everything else will remain the*

same from the previous budgets. Resolutions will be sent out following the meeting, they must be returned by December 1st. A few members will need their trustee resolutions signed and returned by December 31st, Saginaw Valley State University, due to new staff, and Carrollton and City of Saginaw due to expiration.

- B. Discuss Officers: Chair, Co-chair, Secretary, Treasure
Mr. Tutsock has retired; new acting Co-chair is Mr. Gotham. Ms. Evans replacement will be taking over her position as Secretary.
- C. PEP
 - 1. PEP Display Board – Begin next year
Next general meeting the sign-up will be available. If your building is not open to the public, you can continue to use the SASWA blog postings.
 - 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.
Ms. Sutton and Ms. Martell are planning a large group training soon, scheduled date will be discussed later.

IX. Community Reports: None

X. Upcoming Meetings

- A. November 17, 2021 – Executive Meeting (In-Person and Virtual)
- B. December 15, 2021 – General Meeting (In-Person and Virtual)

XI. Other: None

XII. Adjournment

*A motion was made by Mr. Gotham to adjourn and supported by Mr. Hare.
MOTION PASSED.*

Respectfully submitted,

Ruthann Evans, Secretary