



SASWA MEETING MINUTES
General Board Meeting
February 20, 2019
10:00 a.m.
City of Saginaw – WTP Training Room
522 Ezra Rust Drive

I. Call to Order

Mr. Grunwell called the meeting to order at 10:01 a.m.

II. Roll Call

Present: Sonny Grunwell, *Saginaw Charter Township*; Eric Mahan, *City of Zilwaukee*; Russ Beaubien, Erica Coscarelli, Rama Sanda, & Angie McCullen, *Spicer Group*; Rick Hopper, *Thomas Township*; Troy Linton, *Swan Valley Schools*; Beth London, *City of Saginaw*; Don Sumption, *Carrollton Township*; Julia Miller, *MDEQ*; Rick Reagan, *Saginaw Township Schools*; Bob Tutsock, *Saginaw Valley State University*; Steve Sujkowski, *Buena Vista Charter Township*

Excused: Marya Colpaert, *Saginaw County Public Works Commissioner*; Ruthann Evans, *Bridgeport Charter Township*

Absent: Kelly Quimper, *Saginaw Intermediate School District*; Ken Dey, *Tittabawassee Township*; Jeff Ladd, *Bridgeport-Spaulding Community Schools*

III. Public Comment & Introductions of new staff: *Erica Coscarelli and Rama Sanda were introduced to those present. They are currently working at Spicer Group assisting Russ and Kelsea with NPDES Phase II tasks. Kelsea is expected to come back in April.*

IV. Review of December 19, 2018 Meeting Minutes

Mr. Hopper moved to approve the meeting minutes. Motion was supported by Mr. Linton, motion passed unanimously.

V. Correspondence: *None*

VI. Report from Treasurer

A. Mr. Hopper presented invoice #48433 from Roberts, Boehler, & Fisher, for general services through January 26, 2019 for \$700.00.

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

B. Mr. Hopper presented invoice #194794 from Spicer Group, Inc., for general services through January 26, 2019 for \$4,316.50.

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

C. Mr. Hopper presented the invoice for Annual SASWA Audit for Calendar Year 2018, which was completed by January 31, 2019 for \$3,450.00.

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

D. Mr. Hopper presented the Financial Statement from the auditor through December 31, 2018 and the previous year, 2017.

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

VII. Old Business

A. MDEQ Updates

1. County (SCPWC) MS4 Application – Submitted by MDEQ
A double invoice for NPDES MS4 fees was mistakenly sent out this year, one is valid, one is invalid. Russ Beaubien has the reference numbers needed to get the correct invoice, see him if you need assistance.
2. SCRC MS4 Application – Currently being reviewed by MDEQ
SCRC is still moving forward with its review.
3. Remaining MS4 Applications – Spicer Group revising

B. 2019 Items

1. SASWA Website Updates – Developing RFP
Model was created, Spicer Group IT is not setting up the website, but Spicer Group Marketing department will be creating it. A meeting is set up for Friday, Erica will be taking the lead on this project. Spicer is no longer hosting the website so there will be annual charges. More information regarding the website will be presented at the next meeting of the Executive Committee.
2. Catch Basin Inspections – SVSU, spring 2019 after graduation
Russ will be contacting Bob in the summer to coordinate catch basin inspections.
3. IDEP Dry Weather Screening
IDEP is scheduled to start in the summer as well, co-ops will be working on it.

C. Other: None

VIII. New Business

A. PEP

1. PEP Display Board (handout) – Sign up with R. Beaubien, K. Sutton, or E. Coscarelli if interested in hosting the display board
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. Tentative Training Dates:
 - ii. Tentatively 10 people will be taking the class
Most staff were trained last winter. Training dates have now been changed to the week of March 25th. Russ will be needing a facility and once we have a place to hold the training, he will

contact all members about registering their staff. Russ will update all members as to location and times for the training.

- B. Annual Progress Memo of the SASWA
 - 1. For members to distribute to their boards or governing/administrative bodies

- C. Other: *None*

IX. Adjournment: 10:15 a.m.

A motion was made by Mr. Tutsock to adjourn and supported by Ms. London.
MOTION PASSED.

Respectfully submitted,

Rick Hopper, Treasurer