

Berrien & Cass County NPDES - MS4 Group Meeting

Weko Beach House

5239 Lake Street, Bridgman, MI 49106

Wednesday, June 12, 2024

9:00 a.m. – 11:00 a.m.

MEETING MINUTES

Attendance:

Dick Stauffer, Lincoln Twp.

Kelsea Sutton, SGI

Kathy Kissane, BCDC

Dave Rindfield, St. Joseph Twp.

Seth Gibson, SGI

Bekah Schrag, SWMPC

Steven O'Connor, Niles Schools

George Gaunder, Lincoln Twp.

Greg Grothus, City of St. Joseph

Andrew Clay, Bridgman

Shane Lausch, Stevensville

Jeff Vanbelle, CCDC

A.J. Mottl, Bridgman

Kyle Gunderson, Niles

Nick Mannon, CCRC

Rich Low, Edwardsburg

Jeannine Totzke, BCDC

Absent: *Buchanan and Buchanan Schools*

I. Call Meeting to Order & Introductions

II. Review of Meeting Minutes from February 14, 2024's MS4 Group Meeting

Minutes of the February 14, 2024, meeting were reviewed. A motion to approve the minutes was made by Jeannine Totzke and seconded by George Gaunder.

III. EGLE Comments and Updates – Matthew Hanauer.

Kelsea updated the group on Matt's behalf.

A. *Annual progress reports to be implemented soon, they will likely be abbreviated compared to the current version.*

B. *Updated census maps to be released in the next week.*

1. *The expanded census maps will likely bring in additional schools as members.*

2. *Option to nest or to be their own member/ receive their own permit from EGLE.*

IV. Southwest Michigan Planning Commission (SWMPC) Updates – Bekah Schrag

A. *Bekah talked through some of the PEP commitments and reminded the group to sign up for the display board.*

B. *SWMPC to send out the new iteration of the water quality survey soon.*

V. Old Business

A. *EGLE Inspections – First two inspections went well, Edwardsburg scheduled for after the meeting today.*

1. *Lincoln Charter Township – 5/31/2024*

2. *City of St. Joseph – 5/31/2024*

3. *Village of Edwardsburg – 6/12/2024*

B. *Other*

VI. New Business

A. *2024 – 2025 Budget*

1. *Emailing out letter of agreements (with budget) – Please sign and return no later than June 30th*

Kelsea gave an overview of the budget changes from last year to this year.

The proposed 2024-2025 budget was presented and a motion to approve the budget was made by George Gaunder and seconded by Dick Staufer.

B. TMDL Plan

1. Sample point coordination with members
2. Training information to come

Kelsea gave a brief overview of the TMDL plan and outlined the wet-weather sampling process for the group.

C. IDEP Outfall & Point of Discharge Dry Weather Screening

1. Implemented a screening rotation program so inspections are split over the permit cycle
 - i. Year 4 Inspections
 - a. Berrien County Drain Commissioner

Kelsea reminded the group of the dry-weather screening process and let the group know we would coordinate when we plan to conduct their screening.

D. Pollution Prevention & Good Housekeeping – Year 4

1. Catch Basin Inspections
2. Documentation Reminders
 - i. Repair, reseed bare spots, assure vegetative buffers are intact along waterways
 - ii. Fertilize per established procedures, if necessary
 - iii. Clean out detention basins of any trash or floating debris.
 - iv. Quantify and then dispose of material properly.
 - v. Document any seasonal staff training
3. Lawncare/Landscape and Construction Contractors
 - i. Ensure training has been addressed
 - ii. Sign contractor stormwater compliance agreement forms

Reminder about proper documentation of their PP&GH activities; please send documentation items to Spicer Group once you have the documentation completed. Let Spicer know if you need additional copies of the contractor agreement forms.

E. Local and Community Reports

1. BCDC – *They made it through their SESC audit. They currently have a bunch of projects going on but only one within the MS4 boundary (Franklin Park).*
2. CCRC – *Trying to shore up some erosion issues at EGLE Lake as well as acquiring several other EGLE permits for projects.*
3. City of Bridgman – *Working on tackling the catch basin cleaning.*
4. City of St. Joseph – *Working through routine maintenance items. A few outfalls to repair as well.*
5. Niles Schools – *New to the program, working through some septic tank issues.*
6. Lincoln – *Cleaning CBs annually. The audit was “semi-painless”.*
7. Edwardsburg – *Working through 2 miles of water line replacement.*
8. City of Niles – *Getting a schedule for oil maintenance established as well as detention/retention at the service center.*

9. *Stevensville – New employee on board helping get a few construction projects including a new barn and a new pavilion to be constructed this fall.*

F. 2024 Meeting Dates, Times, and Locations:

1. October 9, 2024: 9:00 a.m. – 11:00 a.m. Virtual Meeting – Microsoft Teams

G. Other

VII. Adjournment