



Erosion Committee Meeting Minutes
Thursday, January 24, 2008
McMahon and Associates

Member Participants: James Rabe (Committee Chair), Nick Vande Hey, Nick Waldschmidt, Jeremy Freund, Mike Liebman, Allen Davis, Ted Rohloff

Absent: Jessica Beckendorf, Brian Olesen, Keith Marquardt

Minutes Taken by: Nancy Lamers (DIVERSIFIED business solutions, inc.)

Summary of Action Items:

| Name | Action | Deadline |
|------|---|----------|
| | 1. Jeremy Freund will add formulas to Appendix G and forward to Nancy Lamers | |
| | 2. Committee will begin work on example Operation and Maintenance Plan at the next meeting | |
| | 3. Jeremy Freund will forward Outagamie County Register of Deeds form template link to Nancy Lamers | |
| | 4. Discussion about technical standards related to Wet Ponds will be placed on "back burner" for future meeting agenda | |
| | 5. Appendices will be re-formatted by DBS to provide a consistent look | |
| | 6. Form fields will be added to the appendices by DBS so that users will have the option to complete the documents on the computer or by hand | |

I. Meeting Called to Order at 1:10 p.m.

II. Approval of Minutes from Last Meeting

- a) Motion to approve by Mike Liebman
- b) 2nd by Allen Davis

III. BMP Fact Sheets

Tabled until finalized guide is ready for review

IV. Post Construction Storm Water Reference Guide

- a) The committee reviewed the Table of Contents and each Appendix
- b) A blank intro page will precede each appendix document (i.e. Appendix A, Appendix B)
- c) Appendices will be re-formatted by DBS to provide a consistent look
- d) Form fields will be added to the appendices by DBS so that users will have the option to complete the documents on the computer or by hand
- e) Appendix G – Jeremy Freund will add formulas and forward revision to Nancy Lamers
- f) Discussion took place about inclusion of an example letter of credit, which the committee decided not to include
- g) The committee will begin work on an example O&M Plan at the next meeting
- h) Jeremy Freund will forward the Outagamie County Register of Deeds forms template link to Nancy Lamers

V. Review Erosion Control Committee section of newsc.org website

This topic was not discussed

VI. Other topics committee members want to discuss

- a) Technical standards related to Wet Ponds – possible inclusion in future agenda
- b) Ted Rohloff posed a question to the committee about multiple jurisdiction models and how they are handled. James Rabe said the DNR is not concerned with who does it, just that every jurisdiction is covered in the model. Written agreement should be drawn up to ensure model covers all and it is clear who will develop the model.

VII. Action Items Recapped / Agenda for Next Meeting

**Next Meeting:
Erosion Control Committee
Thursday, February 21, 2008
1:00 – 3:00
McMahon**

VIII. Meeting Adjourned at 3:00 p.m.