



**Erosion Committee Meeting Minutes**  
**Thursday, February 21, 2008**  
**1:00 to 3:00 p.m.**  
**McMahon Associates, Inc.**

**Member Participants:** James Rabe (Committee Chair), Nick Waldschmidt, Ted Rohloff

**Absent:** Nick Vande Hey, Jessica Beckendorf, Brian Olesen, Keith Marquardt, Jeremy Freund, Mike Liebman, Allen Davis

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

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**Summary of Action Items:**

Name	Action	Deadline
1. James Rabe	will forward request to Jeff Mazanec and get feedback from Sue Olson related to uploading completed Stormwater Guide documents to PermiTrack (SEH) program.	
2. Nancy Lamers	will forward final revised appendices to committee members in a MS Word format.	
3. Nancy Lamers	to follow-up with Matt Heckenlaible to confirm IDDE Manual on website (Member's only section) is current version (01/14/2008).	

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**I. Meeting Called to Order at 1:05 p.m.**

**II. Approval of Minutes from Last Meeting**

- a) Motion to approve by Ted Rohloff
- b) 2<sup>nd</sup> by Nick Waldschmidt

**III. Review Erosion Control and Storm Water Management Sections of NEWSC Annual Report**

Pages 21-24 of the NEWSC Annual Report were reviewed related to Storm Water Management. Construction Site Ordinance Reference Guide and Post-Construction Ordinance Reference Guide can be listed as complete, with notes that a few appendices and the O&M Plan are still in progress.

Page 28 of the NEWSC Annual Report was reviewed related to Erosion Control. No changes were suggested.

**IV. Post Construction Storm Water Reference Guide Appendices**

- a) The committee reviewed Appendices A-L and made some final suggestions that will be revised by DBS.
- b) Revision dates will be taken off of the Table of Contents for each individual document and a revision date will be added to the Table of Contents itself.
- c) Jeremy Freund received specific suggestions from the Outagamie County Register of Deeds office for a revision to Appendix N, which will be edited by DBS.

**V. BMP Fact Sheets (UW-Extension)**

Tabled until finalized guide is ready for review

**VI. Other topics committee members want to discuss**

- a) Carried over from 01/24/2008 minutes – Technical standards related to Wet Ponds – possible inclusion in future agenda
- b) Ted Rohloff posed a question to the committee about the required credentials of individuals who are designated as administrators of the ordinance. Do they need to be a P.E.? James Rabe said that the NEWSC Model Ordinance does not include/designate credentials of any kind.

**VII. Action Items Recapped / Agenda for Next Meeting**

**Next Meeting:  
Erosion Control Committee  
Thursday, March 20, 2008  
1:00 – 3:00  
McMahon**

**VIII. Meeting Adjourned at 2:40 p.m.**