

NEWSC
EROSION CONTROL COMMITTEE
MEETING MINUTES
MAY 15, 2008
McMAHON ASSOCIATES, INC.

Attendees: Brian Olesen, Allen Davis, Dena Mleziva, Mike Liebman, Sean Hutchison, Jeremy Freund, James Rabe, Nick VandeHey, Luann Rudolph

Absent: Jessica Beckendorf, Keith Marquardt, Eugene McLeod, Nick Waldschmidt

Minutes Taken by: Luann Rudolph (NEWSC Coordinator)

SUMMARY OF ACTION ITEMS:		
<u>Name</u>	<u>Action</u>	<u>Deadline</u>
Nick VandeHey	Accept changes to checklist proposed by David from UW-Extension.	Next Meeting
Brian Olesen	Update regarding public website development	Next Meeting
Luann Rudolph	Get budget information from Nick W.	Next Meeting
Jeremy Freund	Contact Thurston County to investigate their training tools	Next Meeting
Luann Rudolph & James Rabe	Develop poll for members to inventory what they want for future training and education – report results	Next Meeting

I. Meeting Called to Order at 1:06 p.m.

II. Approval of Minutes from Last Meeting

- a. Minutes approved with no comment

III. Update on Public Website

- a. Brian reported that the task of updating the public website has been more work than initially anticipated. A large amount of work needs to be completed. The group working on the site is trying to keep it as simple as possible while continuing to provide adequate information.
- b. James noted concern that at this time the site does not contain content pertinent to erosion control. Brian noted that work is being done to add such content, but that it will be geared to the public and therefore not very technical. The website will serve to give basic information but will also provide links to places where more detailed information can be found. James indicated that information developed by UW-Extension may be a good resource to include in the site. The committee would like to see more information provided on topics such as subdivision design, rain barrels, how to maintain a pond, and rain gardens.

- c. Brian and Luann noted that updates to the public site will be light until the site is transitioned to the new format. This will likely take about 6 – 8 weeks. It was also noted that at least one member from each committee will have access to update the site once it is transitioned. This will allow the committees to ensure that their topics are covered.

IV. Construction Site Inspection and Enforcement Procedures

- a. James noted that in addition to developing an ordinance to deal construction site erosion control, municipalities must also submit procedures for construction site inspections and erosion control measures. James inquired whether this was something that the committee should discuss or if municipalities could be left to work on this on their own.

Nick noted that the due date for these procedures is 18 months after submission (which would mean June or July) and therefore the timing may not be right for NEWSC to assist municipalities as the deadlines would be quickly approaching. It was also noted that the reference guides do address some of this.

Jeremy indicated that a lot of this is already included in Outagamie County's ordinance.

- b. Dena brought up the issue of Department of Commerce requiring inspection individuals to be certified for commercial development. Dena indicated that she is receiving conflicting information from DOC regarding whether Calumet County can enforce their ordinance if they do not have a certified inspector available. Nick noted that he believed she was able to inspect sites and enforce her ordinance regardless of whether the county had a certified inspector. Jeremy indicated that Outagamie County does not have anything regarding commercial inspections in their ordinance. Instead if he or a member of his staff sees inappropriate erosion control practices at a site, he will approach the site manager and indicate that something should be done to fix the problem. It was also noted that a community had the right to exempt commercial inspections and rely on Department of Commerce to complete them; however, members felt that Commerce generally does not do a thorough job of this.

V. Operation and Maintenance Plans for Each Best Management Practice

- a. James discussed a document that is essentially a long version of the operation and maintenance plan. This document was based off of some existing plans and describes general issues that will impact all practices. The goal was to get into specifics for each practice once the general issues were addressed. James indicated that he would like committee members to review what is already in place and also help in developing some of the specific information for each of the practices. Eventually these plans will be something that all NEWSC members can access and be able to distribute to developers and designers. They will also help to provide a standard set of requirements for all member communities and cover the long term operations and maintenance portion of the permit.

VI. Best Management Practices Information Sheets from Other Sources

- a. Jeremy showed the group some websites that contain fact sheets and other

stormwater related information. This included www.stormwatercenter.net and http://www.co.thurston.wa.us/stormwater/General_stormwater_home.htm. Nick also referred to another site, www.portlandonline.com/BES/Index.cfm that contained some nice FAQ sheets. The committee noted that some of these resources may be good references for the public website.

- b. Nick presented feedback received from UW-Extension regarding the wet pond inspection checklist that was put together by the committee. The committee agreed that with the exception of the first comment, all other comments be accepted. Nick agreed that he would make the changes. Nick also indicated that Extension would like to include the checklists as part of statewide guidance they are putting together for maintenance.

VII. Other Topics

- a. Allen asked for more information on a meeting that took place between Outagamie County and three NEWSC towns regarding the NEWSC Construction and Post-Construction Ordinances. Allen reported that the purpose of the meeting was to discuss how the towns could adopt and enforce these ordinances when the County's is currently more restrictive. Jeremy noted that the County would take comments received from the towns back to their officials and see if there is any way to ensure consistency. He requested that if towns did have comments, they should be sent to Tim Roach. Jeremy will continue to keep the committee updated as this matter evolves.

VIII. Action Items Recapped / Agenda for Next Meeting

**Next Meeting:
Erosion Control Committee
Wednesday, June 18, 2008
1:00 – 3:00 p.m.
McMahon**

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