



## **IDDE Committee Meeting Minutes**

**Monday, May 18 2009**

**1:30 to 3:30 p.m.**

**OMNI Associates, Inc.**

**Attendees:** Brian Wayner, Peter Schlein, Matt Heckenlaible, Sue Olson, Allen Davis, Elizabeth Marks, Keith Marquardt, Matthew Marmor, Diana Peterson

**Meeting minutes taken by:** Sue Olson, IDDE Committee Chair

**I. Meeting Called to Order at 1:30 p.m.**

**II. Review of Minutes from April Meeting**

- a) Revisions to sections V and IX regarding materials prepared by Elizabeth for the meeting and presented by Brian
- b) Approved with the changes
- c) **Assignments:** Sue will complete March and April revision to minutes and send to Janet for the website. Diana will complete revisions to earlier meeting minutes and send to Janet for the website.

**III. May 30 Conservation Expo**

IDDE materials to date are mostly for municipal staff. Items for the Expo from IDDE are the carpet cleaning brochure and the EPA Marine Debris flyer. Peter will attend the full day of the Expo, setting up at 8 am. Green Hair Guy will be there from 9 to 11 am.

**Assignment:** Diana will have material copied for the Expo.

**IV. It's Your Environment**

Interviewing and taping has been completed for the "It's Your Environment" cable television show regarding the NEWSC Phosphorus Campaign. The segment will air May 18 and May 20. "It's Your Environment" will also run the Green Hair Guy commercials for the remainder of 2009.

**Assignment:** Diana will add this to the MS4 PermiTracker.

**V. Swimming Pool and Spa Discharge Tip Sheet**

Still need revised pictures that aren't blurry.

**Assignment:** Sue will try to find better pictures.

**VI. NEWWaterWisconsin.org**

Reviewed the April 24 email from Janet, Chair of Tools and Resources, for the need for content for the public website. Matt H. and Sue have sent information that can be used for several items. Compared the list of needed information with the proposed topics for the IDDE Committee work.

**Assignments:** **Brian** will send Janet information for the Rain Barrel page.

**Matt H.** will check the Minnesota and EPA websites for winter salt use at home.

**Peter** will send Janet more detailed website address for Brown Co. Household Hazardous Waste.

**VII. NEWSC.org**

Reviewed IDDE documents on main website and members only page.

Discussed whether or not to keep City of Green Bay materials on the site or just the generic NEWSC documents. Decided to leave the Green Bay documents there. Discussed if anyone else has a need for the dye testing hang tag. Will review Manitowoc's hang tag at next meeting.

**VIII. Concrete management construction specifications**

Discussed if anyone was able to use the Madison spec this year. The committee will revisit this topic again in the fall.

**Assignment:** **Sue** will contact Madison to see what the contractors are doing, what kind of compliance/results they are getting, and if they are taking any pictures.

**IX. Power Washing:**

Discussed the packet of information handed out at the April meeting. Tried to determine whether to do a brochure or a tip sheet, who the audience is, is there more than one audience. Also discussed need to pre-treat wash water before disposal into the sanitary sewer. The requirements for allowed contaminants, pretreatment, and permits will be different for each wastewater treatment plant. Due to the amount of information needed to be given out, a two sided tip sheet and direction to the website may be needed for commercial power washers and commercial users of this service. Information for residents should also be prepared.

**Assignments:** **Sue** will start a draft of these documents for the next meeting.

**Matt H.** will check with Green Bay MSD on their pretreatment and disposal requirements.

**X. Restaurants**

Discussed need to prepare information for restaurants. Appleton has their own

Health Department that monitors restaurants. Green Bay and many other communities do not. Reviewed the EPA checklist and discussed sample brochures previously handed out.

**Assignments:** Elizabeth will work on a brochure and send to Matt H. for review before the next meeting.

**Matt H.** will work on the checklist and review the brochure.

**XI. Seasonal Garden Centers**

Brian handed out a packet of information. Discussed what state codes apply to permanent vs. temporary/seasonal garden centers.

**Assignments:** All members to review the information packet.

**Brian** will contact DNR and check into the state codes that apply to these businesses.

**XII. Commercial Dumpsters and Compactors**

Discussed who the regional suppliers and waste haulers are. There are also local waste haulers and suppliers. The list of haulers and suppliers is smaller than the list of users and may be the first target audience. Due to the amount of topics the committee is currently working on, this topic will be included in the restaurant information at this time and addressed as its own topic later on.

**XIII. Coast Guard involvement in IDDE response**

Matt H. has tentative meeting with the DNR and Coast Guard on June 4. He will bring information to the next meeting on the Coast Guard involvement in IDDE Response.

**Assignment:** All members should bring copies of their IDDE Response Procedure Manual to the next meeting.

**XIV. On-Going IDDE Program**

Discussed the draft Appleton program and meeting that OMNNI had with all regional DNR staff on the requirements of this program. DNR reviewed the headings within the document, not the detailed content. DNR also said they want every outfall inspected at least once during the 5 year permit cycle.

**XV. Next Meeting**

Next meeting is set for **Wednesday, June 17, 2009** from 1:30 pm to 3:30 pm at OMNNI.

**XVI. Meeting Adjourned at 3:30 pm**