

Meeting Minutes of the Town of Smyrna Stormwater Advisory Committee

August 5, 2004 at 5:00 P.M.

Smyrna Town Hall / Codes Department Conference Room

Members Present:

Paul Johns Ray Lee
Kevin Rigsby Chuck Boyett
Steve Steele Jerome Dempsey

Visitors:

Greg Upham

Steve Steele called the meeting to order at 5 P.M. on August 5, 2004.

Chuck Boyett distributed the minutes from the meeting of July 1, 2004. A motion was made and seconded to approve the minutes.

Chuck Boyett introduced Mr. Greg Upham to the members of the committee. Mr. Upham will be starting work with the Town of Smyrna on August 17, 2004. His primary responsibility will be the coordination of the Phase II MS4 Stormwater Program.

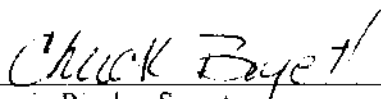
The committee then appointed 3 sub-committees to begin the final draft process of the following documents:

- 1) **Municipal Stormwater Ordinance** - *(Greg Upham, Jerome Dempsey, Chad White)*
The draft ordinance will be prepared for presentation to the Planning Commission at the October 7, 2004 meeting. This also will require 2 readings at the Town Council meetings which are tentatively scheduled for November 9 & December 14, 2004. EPA and TDEC program compliance requires the adoption of this Municipal Stormwater Ordinance by December 31, 2004.
- 2) **Dry Detention Basin Policy** - *(Greg Upham, Steve Steele, Chuck Boyett)*
This policy has been reviewed by the committee and will be presented to the Planning Commission at the September 2, 2004 meeting. This policy will become the recommended standard for detention basin design and construction for all future projects. This policy will become a part of the Planning Commission Subdivision Regulation document and incorporated by reference into the Municipal Ordinance.
- 3) **Buffer Zone Policy** - *(Greg Upham, Paul Johns, Kevin Rigsby)*
Same process as the Dry Detention Basin Policy.

Mr. Upham gave the committee members a brief history of his background and experience in stormwater programs and regulatory coordination. He also outlined some of the areas for public education and public outreach that he will be focusing on in the near future.

The next meeting of the Town of Smyrna Stormwater Advisory Committee will be at 5:00 P.M. on Thursday, September 2, 2004 in the Codes Department Conference Room.

There being no other business, the meeting was adjourned at 5:45 P.M.

for 
Kevin Rigsby, Secretary

Cc: Committee Members
Mayor and Council Members
Mark O'Neal, Town Manager
Chad White, Town Attorney

Kevin
Chuck
Greg

Memorandum

To: All Town of Smyrna Storm Water Advisory Committee members

CC:

From: Greg Upham

Date: 9/20/2004

Re: An earlier SWAC meeting time on the same day of the month

The evening of the Planning Commission meeting still seems to be a favorite for holding the SWAC meeting. The ending time for the meeting has to be 5:30 because of obligations Planning Commission members have that night. I have decided to keep our meeting on the 1st Thursday of every month, but to convene it at 4:30 instead of 5:00, providing us with another 30 minutes for discussions. We will meet in the same conference room as we always have.

Thank you so much for your valuable assistance in this effort. See you on October 7th at 4:30.