

Meeting Minutes of the Town of Smyrna
Storm Water Advisory Committee
January 4, 2007 at 5:00 PM
Smyrna Town Hall /Utilities Department Conference Room

Members Present:

Paul Johns	Steve Steele	David King
Kevin Rigsby	Rob White	Greg Upham

Steve called the meeting to order at 5:05PM on January 4, 2007

Steve called for approval of the last meeting's minutes, which were promptly and democratically approved.

- I. The following achievements made by the SWM Program since the October 2006 SWAC meeting were discussed.
 - A. Participated in the staff plan review of 20 new construction projects.
 - B. Received 19 grading permit requests of which ten were reviewed by the engineer of record and issued, while nine others did not progress to this stage.
 - C. Attended six pre-construction meetings.
 - D. Completed seven final sediment control measure inspections.
 - E. Issued eight letters of concern and six NOVs to contractors for sediment control violations.
 - F. Handled approximately nine private citizen stormwater issues.
 - G. Coordinated and facilitated pervious concrete field trip and workshop involving the Executive Director of the Concrete Industry Management Program at MTSU, the Tennessee Concrete Association, TDEC staff, and all four Rutherford County MS4 Programs to explore the possibilities of promoting pervious concrete projects within the county. TDEC discussed total maximum daily loads and the new, more stringent approach to MS4 program enforcement as well as what to look for in the second five year NPDES permit, just 18 months away.
 - H. Photographed all pump and dam sites reclaimed during the Stewart Creek damming and pumping project. Inventoried 378 photographs onto CDs and gave to appropriate staff and engineer of record. Received letter of appreciation from the FBI-Memphis headquarters.
 - I. Made final arrangements for speaker, Mimi Keisling, Environmental Education Coordinator for Rutherford County, to present at January's Quarterly Guest Speaker Forum.
 - J. Wrote and submitted application for TDOT/Keep Tennessee Beautiful (KTB) state award for the two stream bank cleanups during the Great American Cleanup (GAC). Also, participated in 2007 GAC planning meeting KTB staff.
 - K. Met with John Lanza about adding biographies as trailers for each of our four guest speakers' Channel 3 presentations.
 - L. Met with Joe Sartino, sign-maker for the Street Department, to learn that 11 of the 14 needed 'No Dumping...Drains to Lake' signs were made and installed. Suggested making and posting watershed divide and stream signs for major roads in Smyrna.
 - M. Participated in annual job performance meeting with Director of Public Works.
 - N. Participated in a regional meeting of MS4 coordinators and members of the Cumberland River Compact to decide how to make the Local Officials Curriculum more applicable to the phase II programs in middle Tennessee.
 - O. Submitted rain barrel and garden ideas for the new Smyrna Justice Center.
 - P. Drafted and submitted revised version of clearing and grubbing policy to require SWM Program inspected control measures in place when this activity is done immediately adjacent to any waterways.
 - Q. Was able to revise just eight pages of just one municipal storm water pollution prevention plan for the Street Department.
 - R. Established project files for five road improvement projects.
 - S. Attended quarterly statewide MS4 program coordinators meeting in Franklin.
 - T. Received call from landscaper as she plans to design the first rain gardens in Smyrna in a yet to be approved residential subdivision.
 - U. Participated in ad hoc committee meetings addressing permit procedural revisions.
 - V. Copied and distributed Stormwater Journal articles to appropriate staff.
 - W. SWM Program heard from one interested individual about filling Environmental Tech position despite the fact that it has not been approved by Town Manager or advertised.

Page 2.
SWAC Meeting Minutes, January 4, 2007

The next meeting of the Town of Smyrna SWAC is scheduled for April 5, 2007 at 5:00PM.

There being no other business, Steve called for the adjournment of the meeting, which was promptly and democratically approved at 5:35PM.

Kevin Rigsby, Secretary

cc: Mayor and Council Members
Mark O'Neal, Town Manager
Michele Elliott, Town Attorney
Planning Commissioners
SWAC Members