

Meeting Minutes of the Town of Smyrna Storm Water Advisory Committee

April 5, 2007 at 5:00 PM

Smyrna Town Hall /Utilities Department Conference Room

Members Present:

| | | | |
|--------------|---------------|---------------------------------|---------------------------|
| Paul Johns | Gunner Miller | Melissa Morrison (ex-officio) | Cynthia Willett (visitor) |
| Rob White | Steve Steele | David King (ex-officio) | John Black (visitor) |
| Rhett Kimble | | Greg Upham (SWM Program Coord.) | |

Steve called the meeting to order at 5:05PM on April 5, 2007.

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

- I. Several documents were reviewed and the six minimum measures of the MS4 Program were described for the benefit of the two new SWAC members and the two visitors.

- II. The following SWM Program achievements made since the January SWAC meeting were discussed.
 - A. During three monthly sets of staff plan reviews meetings, approved 26 new construction projects.
 - B. Participated in several pre-construction meetings, including one for Colonial Town Park shopping mall.
 - C. Performed one city-wide construction site campaign when 55 sites were inspected, many of which required Notice of Violations that are still currently being written and mailed.
 - D. Made numerous spot inspections of constructions sites finding violations, which required Notice of Violations to be sent to at least five developers.
 - E. Upon the request of the developer, performed inspections on two large detention basins finding that felled trees had been buried in their floors. Notified developer via an inspection report. Supposedly, the trees were removed.
 - F. Performed six new construction site inspections then issued grading permits for these sites.
 - G. Performed four or five final inspections for Certificate of Occupancy issuance purposes.
 - H. Received and handled, including making inspections, writing reports, and responding to individual, 11 citizen complaints.
 - I. Revised Site Inspection Requirements listing, making certain that the MS4 state permit requirement of having all sediment control measures inspected by a contractor's staff member, who was TDEC Level I certified for sediment control inspections, was included. This revised listing was mailed to 58 active and inactive developers and 72 home builders.
 - J. Again, revised Site Inspection Requirements listing with yet another additional change in the requirements. This time the inclusion of the MS4 state permit requirement of having all sediment control measures inspected by a contractor's staff member, who was TDEC Level I certified for sediment control inspections, was also included. This second revised listing was mailed to 72 active developers and home builders.
 - K. Made arrangements with Bruce Webster, Chief Urban Forester with the Tennessee Division of Forestry to be the sixth individual to present at the Guest Speaker Forum. Mr. Webster accepted and will be presenting this evening from 6:00 - 6:50PM.
 - L. Made arrangements with Dr. Heather Brown, Executive Director of MTSU's Concrete Industry Management Program to return to re-film her presentation, the second one in the series.
 - M. Facilitated fifth Guest Speaker Forum presentation, which was Mimi Keisling, director of Rutherford County's Recycling Program. This is being aired as I write on Channel 3.
 - N. Made final review of John Chlarson's presentation, the third Guest Speaker Forum, which is now being aired on Channel 3.
 - O. Made arrangements with TWRA to have its new stream flow specialist present her first stream health workshop to the four Rutherford County MS4 program coordinators. Unfortunately, she was unable to present at this time, but will sometime this summer.
 - P. Attended annual planning meeting and three monthly board of directors' meetings of the Stones River Watershed Association as an advisor and educational committee chair. This classroom and in-stream workshop will be held tomorrow in Murfreesboro.

- Q. Successfully encouraged the SRWA to include a Visual Streams Assessment workshop for all four Rutherford County MS4 coordinators in the submitted World Wildlife Foundation grant.
- R. Successfully convinced SRWA member in charge of WWF grant to include Cedar Grove Elementary as a recipient of stream monitoring equipment to be used by all five fifth grade classes. Local teacher gained approval from principal.
- S. Reviewed website to find several deficiencies. Requested these to be corrected.
- T. Finished providing key Town of Smyrna staff with copies of pertinent Storm Water articles by giving 20 to the town attorney.
- U. Proposed project to purchase signs that would name the adjacent creek and be mounted on every road crossing in town.
- V. Reviewed grading permit verbiage before being included in most recent ordinance re-codification.
- W. Submitted Blake Stacey and Cody Davis to Mayor Spivey for the awarding of the Certificate of Appreciation then photographed the ceremony and submitted photo with article to the Daily News Journal.
- X. Arranged and publicized the annual Great American Cleanup event on April 14th and annual Stewart Creek float trip as part as the SRWA annual meeting on June 9th.
- Y. Held onsite pre-construction meeting with contractors then inspected their work at the Wastewater Treatment Plant construction site.
- Z. The Environmental Tech position is now being advertised.

The next meeting of the Town of Smyrna SWAC is scheduled for July 12, 2007, a *week later than normal*, to allow for the presentation of the Guest Speaker Forum.

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