

Meeting Minutes of the Town of Smyrna Storm Water Advisory Committee

April 3, 2008 at 5:00 PM

Smyrna Town Hall /Utilities Department Conference Room

Members Present:

Steve Steele
Paul Johns

Rob White
Rhett Kimble

Ray Lee
Nicole Fabian

Gunner Miller (absentee)

Staff Present:

David King
Greg Upham
Dwaine Lawson

- I. Called to order at 5:15PM (Steve) and Roll checked (Greg).
- II. Distributed minutes for 'Specially Called' meeting (Greg), approved minutes (Steve) and signatures (Steve and Greg).
- III. Introduced new SWAC member, Ms. Nicole Fabian.
- IV. Discussed the following SWM Program achievements made since the January 2008 SWAC meeting.
 - A. Led winter **quarterly SWAC meeting** where 4/7 committee members and three staff attended.
 - B. Held a democratically governed **election for the SWAC vice chair** where Gunner Miller was duly elected. Congratulations... Gunner!!
 - C. With Dempsey, Dilling, and Associates assistance, initiated a Storm Water Pollution Prevention Plan template for **lots less than an acre in size** and not needing a TDEC Notice of Coverage. This was reviewed and modified by the SWAC during a February Specially Called meeting. The town attorney made the requested modification and re-submitted this version to the SWAC, which in-turn approved it during a March Specially Called meeting.
 - D. Corresponded with the U.S. Fish and Wildlife Service to learn more about Endangered Species request letter then wrote and mailed one to its Cookeville office. A few weeks later a **U.S. Fish and Wildlife Service return letter indicated there are no endangered species in the Stewart Creek watershed**. This was a MS4 permit requirement.
 - E. Initiated **one-year contract with Bill Hudson and Associates, Inc.** to ensure our participation in radio and television **public service announcements**, which satisfies a MS4 permit requirement for education and outreach.
 - F. The **first five-year MS4 permit cycle ended on February 26, 2008**, so the SWM Program reviewed all of its MS4 permit requirements. All in all the Town of Smyrna has just one or two minor permit deficiencies.
 - G. Based on a TDEC directive, the town attorney crafted a letter to TDEC requesting extension of existing MS4 permit past the February 26, 2008 termination date. A standard form sent later by TDEC to all MS4 programs was also completed. This included creating a 2008 version of the first four pages of the original Notice of Intent and having Mayor Spivey sign it. **The town council voted in favor of the permit extension on two readings. Mayor Spivey signed all documents before being mailed to TDEC prior to the February 26th deadline.**
 - H. Had all facility managers complete a **final review of their appropriate municipal pollution prevention plans (MPPPs) for the ten Town of Smyrna facilities that require plans and inspection/education programs**. Once changes were made the final version was printed in duplicate and the facility manager and Storm Water Management Program Coordinator signed and dated each of the two sets. One set was kept by each of the staff. This was completed prior to the permit deadline.
 - I. A team of seven staff, two from the Town of Smyrna and five from Dempsey, Dilling, and Associates completed a two week **stream outfall inventory program where 32 miles of streams and wet weather conveyances were assessed** for discharge pipes and ditches. This was all placed on aerial photographs in the field and computer inventoried. This satisfies a MS4 permit requirement.
 - J. Hosted several more Storm Water Utility planning meetings with the valuable support of Dempsey, Dilling, and Associates. **Final draft versions of the SW Utility Ordinance and SW Utility Credit Policy were completed** for town council review. A Storm Water Utility presentation was given by several members of this committee to the town council at a specially called meeting. The statewide TDEC MS4 coordinator, Robby Karesh, may still be asked to speak to town council members during upcoming workshop.
 - K. **Reviewed 27 grading plans** during three staff plan review meetings. This satisfies a MS4 permit requirement.
 - L. **Participated in three official pre-construction meetings**. This satisfies a MS4 permit requirement.
 - M. **Issued seven grading permits**.
 - N. Dwaine Lawson, Environmental Tech/inspector,
 - i. Completed his **inspection of the town's ~150 detention basins** instructing owners as to how they can remediate vegetation and stabilization issues
 - ii. Initiated another round of **construction site inspections**
 - iii. Initiated a preliminary **inspection tracking system** to ensure construction sites are inspected monthly
 - iv. Scanned **all illicit discharge issues into computer database**
 - v. Assisted with the **Storm Water Utility project, specifically the Frequently Asked Questions** portion
 - vi. Dealt with a wide array of **citizen complaints**

- O. **Established plans for the fourth annual Great American Cleanup (GAC) stream cleanup** at two sites found during the recent stream outfall inventory program. The Rotary Club, Bob Parks Realty, and the general public will partner with the Town of Smyrna and Dempsey, Dilling and Associates. Newspaper articles and Channel 3 will publicize this big event, which satisfies a MS4 permit requirement.
- P. **Two articles were printed in the local Rutherford AM newspaper.** The first highlights the ongoing Awards Program where citizens and businesses are rewarded for their water quality efforts through the receipt of a certificate of appreciation signed by Mayor Spivey. The second highlights the state of Tennessee's accomplishment of becoming the first state to have all of its counties participate in the GAC with a cleanup or planting effort. These satisfy a MS4 permit requirement.
- Q. **Attended quarterly MS4 mid-state meeting in Franklin** where Robby Karesh, MS4 Coordinator for TDEC, addressed the proposed Tennessee Qualified Local Program (where MS4 programs would issue their own NPDES permits), next five-year MS4 permit requirements, including program audits and field inspections, and statewide MS4 association.
- R. Met with Ms. Karen Hargrove, formerly with MTSU, Sarah Jesse, Hands-On Science Program manager for Rutherford County schools, and Bonnie Ervin, Project WET teacher workshop facilitator and Discovery Center staff and the three other Rutherford County MS4 coordinators to **create and finalize concept document for Project WET program in Rutherford County schools.** Learned how much each MS4 program could afford to contribute to this one year initiation effort. A contract needs to be written and each MS4 program must contribute to a fund designated for this effort. Payment to the project facilitator will go through the county as a contractor, not an employee. This helps satisfy a MS4 permit requirement.
- S. Presented the concept of the Town of Smyrna and the Stones River Watershed Association hosting one of seven middle Tennessee **Boat Day** events at the U.S. Army Corps of Engineers Stewart Creek Boat Ramp, just north of Smyrna along Weakley Lane to the town manager, town attorney, and public works director. The public would be able to canoe and kayak the shallow and safe Percy Priest Lake waters, while learning much about water quality at the adjoining **third annual WaterFest.** The U.S. Army Corps of Engineers was contacted, a blank facility use permit was received and completed then given to the town manager for council approval. This helps satisfy a MS4 permit requirement.
- T. Met with Assistant Environmental Program Manager for the **Tennessee Department of Military**, who oversees the environmental issues at all **Tennessee National Guard facilities across the state**, about environmental issues, including land disturbance issues, fuel storage, and grease receptacles. Nancy Allen and staff would like to have Sewart Airbase **serve as a model for these types of best management practices** as all statewide and much southeastern U.S. training is performed at this military facility.

The next meeting of the Town of Smyrna SWAC is scheduled for July 3, 2008.

There being no other business, the meeting was called for adjournment, which was promptly and democratically approved at 6:00PM (Steve).

Steve Steele, Chair SWAC

Date

AS SUBMITTED BY:

Gregory Upham, Secretary, SWAC

Date

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