

**Meeting Minutes of the Town of Smyrna
Storm Water Advisory Committee**

July 7, 2005 at 5:00 PM

Smyrna Town Hall / Codes Department Conference Room

Members Present:

Paul Johns	Steve Steele	Greg Upham
Ray Lee	Kevin Rigsby	

Steve Steele called the meeting to order at 5:05PM on July 7, 2005

The committee addressed the following issues:

1. It was decided to start all subsequent SWAC meetings at 6:15PM, allowing 45 minutes before the start of the Planning Commission meeting. It was also decided to reduce the meeting interval to quarterly starting in October, with the option of meeting as needed.
2. The discovery that the Rutherford County Health Department does not regulate outdoor grease receptacles, nor does it have a list of establishments it regulates, spurred the establishment of a citywide listing of all establishments that would have kitchens possibly needing grease traps and receptacles for storage until recycling companies collect the grease. Recent reconnaissance is diminishing this list to a second list that only includes those establishments with outdoor grease receptacles. Because these receptacles have the potential of being sources of illicit discharges, they will be inspected on a regular basis.
3. An 'Illicit Discharge Hotline Incident Tracking Sheet' found in an EPA-funded and approved illicit discharge management document was adopted by the Town of Smyrna Storm Water Management Program and will serve as the tracking mechanism for all illicit discharge complaints and sightings. This effort helps satisfy minimum measure #3, Illicit Discharge Determination and Elimination.
4. The Storm Water Management Program met on-site with seven contractors, while corresponding with three others concerning grading and sediment control measure issues related to future and existing construction operations. Inspection for appropriate sediment control measures has become an integral part of the construction site approval process. This helps satisfy minimum measure #4, Construction Site Runoff Control.
5. Based on the previously created detention basin listing, 60-65 detention basins were inspected for proper maintenance. This provided an opportunity to increase the accuracy of the listing as well as become more aware of alternative detention devices. This effort helps satisfy minimum measure #5, Post-Construction Runoff Control.
6. The following was completed in an effort to satisfy minimum measure #6, Municipal Pollution Prevention Plans (MPPP).
 - a. Gave Pat MPPP rough drafts for Water & Sewer Department & Gas Department Warehouse for comment.
 - b. Toured WTP with Chris & Brian to assess potential pollutant sources then gave Chris MPPP for WTP rough draft for comment.
 - c. Toured sludge site with Jim (WWTP) to gain a better understanding of the spreading operation.
 - d. Initiated the Stream Clean-out Program, which will require the SWM Program to assess all streams below bridges after major storm events for excessive debris collection then notify chipper service for removal.

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7. Billy Davis and the Storm Water Management Program have been working quite well together addressing drainage ditch issues. Together they assisted two neighbors in the Vineyards subdivision with Billy's crew, soon thereafter, completing drainage ditch repair work that prompted both neighbors to file their acknowledgements for a job well done.
8. The Storm Water Management Program provided guidance to a home builder with a stream bank stabilization issue in Clarkston Square. The bank has been adequately stabilized.

The next meeting of the Town of Smyrna SWAC is tentatively scheduled for October 6, 2005 at 6:15PM.

There being no other business, the meeting was adjourned at 5:30PM.

Kevin Rigsby, Secretary

cc: Committee members
Mayor and Council members
Mark O'Neal, Town Manager
Michele Elliott, Town Attorney