

Town of Smyrna
Storm Water Management Program
Progress Report to the
Storm Water Advisory Committee
April 20, 2009 at 7:00 PM
Smyrna Town Hall /Council Chambers

- I. Discuss the following Storm Water Management (SWM) Program achievements made from: January 1, 2009 through March 31, 2009.
- A. Received 34 citizen inquiries about the newly initiated Storm Water Utility (SWU) user fee.
 - B. Mailed 12 large informational packets, including an aerial photograph, line item summary sheet, informational flyer already sent to them the month before in their utility bill, speaking notes, Adjustment, Appeals, and Credit policy and application forms, and business card of SWM Program Coordinator.
 - C. Most of the remaining 22 inquirers were sent the informational flyer already mailed to them with their September utility bill accompanied by speaking notes and business card of SWM Program Coordinator.
 - D. Tracking tables were maintained for the total number of SWU user fee inquiries and total number of large packets mailed.
 - E. Participated in two monthly SWU user fee preparation meetings where final pertinent information was thoroughly reviewed.
 - F. SWAC meeting packets were hand-delivered to the residences of all seven SWAC members one week prior to each of the first two SWAC meetings. There was no March SWAC meeting. Town of Smyrna staff facilitated the two monthly SWAC meetings where SWU user fee issues were addressed by all seven of the SWAC members. One consent/correction was heard at the January meeting, while one adjustment was heard at the February meeting.
 - G. Reviewed just four grading plans during three monthly staff plan review meetings. February had no plans to review, a first for the Town of Smyrna. This satisfies a MS4 permit requirement.
 - H. Completed sediment control measure inspections of just two construction sites prior to issuance of their grading permit.
 - I. Facilitated just two official grading permit pre-construction meetings. This satisfies a MS4 permit requirement.
 - J. Issued just two grading permits. This satisfies a MS4 permit requirement.
 - K. Completed annual Fundamentals of EPSC Guidance to indicate 'No Straw Bales' then mailed to 230 developers/contractors.
 - L. Scheduled three stream cleanups, the first of which was rained out. A new site, Stone Crest Medical Center, was added and medical center staff wants to provide refreshments for the volunteers. Made a presentation at a weekly Rotary Club luncheon in hopes of enticing many to attend one of two remaining stream cleanups. Spoke with WWL Vehicle Services Americas about volunteers too. Presented to ~35 scouts of Troop 422 giving them educational packets. They will assist at two sites on April 25th, Earth Day. This satisfies a MS4 permit requirement.
 - M. After price-checking on-line and in stores, ordered and received TWRA-funded stream cleanup supplies, including 35 grabbers in three lengths, four pairs of waders in various sizes, three first aid kits, three life jackets, four hazardous item containers, 17 lime green reflective vests, 17 orange reflective vests, six large plastic tubs with lids for supply transport, and a plethora of cotton gloves.
 - N. Assumed management of police department's old evidence room. Spruced up the place by sweeping the floor twice, labeling shelves, hanging a Great American Cleanup banner, and placing a Town of Smyrna seal and SWM label on front door. Took pictures of all TWRA-funded supplies, once on the shelves, for use in final TWRA grant report.
 - O. Special thanks go to Pete Johnson, Building and Grounds Maintenance for crafting and installing grabber rails. Go Pete!!..
 - P. Wrote and submitted a second TWRA grant proposal to acquire another one thousand dollars to purchase T-shirts for future participants, actually free advertizing for future stream cleanups. Helps satisfy a MS4 permit requirement.
 - Q. Wrote US Army Corps of Engineers Special Use application then submitted to town council for approval. Council approved then application was submitted to USACE. Once approved by USACE, invited some 30 professional entities to participate in July 11 2nd Annual Boat Day – 4th Annual WaterFest at Stewart Creek Boat Ramp. Helps satisfy a MS4 permit requirement.
 - R. Directed Dwaine Lawson to investigate reported illicit discharge (IDDE) of spilled transmission fluid from tractor-trailer rig on Williamsport Drive. Helps satisfy a MS4 permit requirement.
 - S. Dwaine Lawson, Environmental Tech/inspector accomplished the following, which all help satisfy MS4 permit requirements:
 - i. Completed monthly detention basin inspections, inspecting 168 sites and issuing 36 Letters of Warning to owners.
 - ii. Completed monthly construction site inspections, inspecting 48 sites, not including those generated by citizen complaints, and issuing 27 Notices of Violations (NOVs).
 - iii. Tracked and documented five illicit discharge cases.
 - iv. Continued recording electronic database of all issued NOVs and supporting documents, other than plans found in project files.
 - v. Successfully coordinated a policy that would require the Codes Department to fail footer inspections if the site failed the sediment control measure inspection.
 - vi. Participated in all two pre-construction meetings.
 - vii. Attended and assisted in the preparation of two monthly SWAC meetings.
 - viii. Participated in two SWU user fee preparation meetings.
 - ix. Dealt with a wide array of citizen complaints, several in number.
 - x. Continued to submit weekly activity reports to David King.

- T. Using the Project WET contract, written by Town of Smyrna legal staff, and 'Principals' document, written by three Rutherford County educators, facilitated several Rutherford County MS4 meetings where a scope of services document and progress tracking table were added to create a suite of four, interdependent Project WET Contract documents. This helps satisfy a MS4 permit requirement.
- U. Mailed previously mentioned four Project WET Contract documents to Michelle Rogers, statewide Project WET Coordinator for her review then held a conference call with her. During the call her criticism was limited to the project being too ambitious, but she had the proper verbiage to change the scope of services appropriately. She also basically designated the 'Educator', a lady we already had our sights on and afterwards she called this lady to set the wheels in motion. Ms. Rogers claims our Project WET contract will be the first ever in the state's history. This contract should increase the usage and effectiveness of Project WET in our school systems. This helps satisfy a MS4 permit requirement.
- V. As a sidebar, in April, the Rutherford County MS4 coordinators met with Dr. Laurina Lyle, former statewide Project WET Coordinator for Tennessee, now Executive Director and National Network Coordinator for the Project WET Foundation of Bozeman, Montana, in Town Hall to discuss our Project WET Contract. Dr. Lyle directed us to send her a chronology of how the contract evolved so she can use us as a case study on her national website. Based on our MS4 and Project WET expertise, she also requested that the Rutherford County MS4 coordinators assemble a list of storm water issues Project WET should be addressing and to delineate any weaknesses the program already has. Dr. Lyle also stated that she is willing to speak at the newly formed Tennessee Stormwater Association of which Todd Sullivan is an officer. This helps satisfy a MS4 permit requirement.
- W. Created a PowerPoint presentation entitled "Storm Water Management Program Training Presentation" then presented it to approximately 35 staff of the water, gas, and sewer department, the folks that disturb earth when installing and repairing utilities all across the Town of Smyrna. Received several sightings of violations from these staff since the presentation. This helps satisfy a MS4 permit requirement.
- X. Notified golf course and parks departments of the need for future like presentations. Another one will be given in April to the Streets, Storm Water, and Building and Grounds staff. This helps satisfy a MS4 permit requirement.
- Y. Worked with Utilities Department and engineering contractor to delineate the future route of the new gravity sewer line from Gregory Mill Park to the WWTP without infringing upon the Water Quality Buffer Zone. This helps satisfy a MS4 permit requirement.
- Z. Met with Dr. Warren Anderson and a graduate student of MTSU then with state forester Dwight Barnett at the Town-owned filled borrow pit located at Sam Davis and Old Jones Mill Road intersection to learn the proper methodologies of reforesting this land in native trees and shrubs. The intent was to establish a plant progression from top of stream bank to highlands, so one day this area could, perhaps, be used as an informative natural area. This helps satisfy a MS4 permit requirement.
- AA. Assisted numerous citizens with inquiries concerning storm water drainage issues. Forwarded information to Billy Davis, Street Department supervisor then initiated a work order with Susan Weber for each.
- BB. Suggested that Mark Parker's replacement, Aubrey Blanks, become TDEC Level I certified and offered that SWM funds go towards this cost. Helps satisfy a MS4 permit requirement.
- CC. Attended, with town attorney and public works director, Storm Water Enforcement Hearings workshop in Franklin where civil fines and hearings were discussed by a contracted attorney and MTAS. Helps satisfy a MS4 permit requirement.
- DD. Submitted registration form to attend Outdoor Classroom workshop at Montgomery Bell State Park in May. All four MS4 coordinators will attend in an effort to learn more about this valuable program as it applies to the Project WET Contract. The Contract's educator, Bonnie Ervin of the Discovery Center will also be in attendance. This helps satisfy a MS4 permit requirement.
- EE. Continued to attend all Stones River Watershed Association monthly executive board meetings as an advisor.
- FF. Participated in a quarterly MS4 coordinator's meeting in Franklin.
- GG. Continued to provide public works director and town manager with daily reports.