

**MONROE COUNTY
STORMWATER MANAGEMENT BOARD
MEETING MINUTES
NAT HILL MEETING ROOM
3:00 P.M., JULY 11, 2019**

MEMBERS PRESENT: Julie Thomas, Lee Jones, Penny Githens

MEMBERS ABSENT: Trohn Enright-Randolph

STAFF: Terry Quillman (MS4 Coordinator), Connie Griffin (MS4 Assistant), Lisa Ridge (Highway Director), David Schilling (Legal)

OTHERS: CATS-TV, Jim Faber (Drainage Board)

- I. CALL TO ORDER.** Meeting called to order by Lee Jones.
- II. APPROVAL OF MINUTES FOR MARCH 19, 2019.** Julie Thomas motioned to approve, then withdrew her motion and motioned to table approval since one SWMB member was not present at that meeting and another had not had a chance to go over the minutes. Penny Githens seconded. **VOTE: AYE (unanimous); motion to table March meeting minutes carried.**

III. NEW BUSINESS

a. Monthly Budget Reports (March – July)

Terry Quillman introduced himself to the newest member of Stormwater Management Board (SWMB), Penny Githens, and also introduced Connie Griffin as the new MS4 assistant. He said Dana Wilkinson went to the University of Michigan to take a position there. He said we have new faces all over.

He said for the new faces, I might suggest going back to look at the agenda in the January meeting; Dana and I made a summary of all the jobs that we had underway and it is still pretty much current if you'd like to read it. He said you can find that in agenda items on the webpage. He said a couple of other miscellaneous things. He said Julie sent me information a while back on possible funding from the Federal Resilience Funding program and I wanted to let you know I haven't dropped that ball. He said Lisa Ridge and I will be meeting with consultants on possible funding in a week or so. Thomas said, that's great; I remember thinking that it might be a good stormwater project because it's about preparing for events in the future and ensuring that we are in a good place. She said thank you.

Quillman said Lee sent a notice about the Lake Monroe Watershed Coalition. He said I'd like to set up a meeting with the representative, Jane Martin, and see what I can learn and then come back and report. Lee Jones commented I don't think I made it clear that it was the 2020 budget that I was talking about, which makes a big difference. Quillman said I'd like to discuss it with them. Thomas said I think this is about a water quality station that is proposed and they will be asking the city and the county for funding.

Quillman said the last meeting was in February so I will begin with March. He said I didn't have any major things on the agenda. He went through the items on the report. He said down in the 30s, the on-call services is for flaggers that we use to support our crews. He said this is for contract services; I thought it would be good to do a cost comparison of using contract services versus using staff. He said I will look into that.

He said \$6,300 is for advancing the Truesdel Road project where there will be a new culvert put in. He said under public education, Dana did SNAYL Day as part of our public education requirements for IDEM. He said there is also BugFest and the Garden Fair application. He talked about expenditures including oil and lube, equipment rental, and the Stipp Road project. He said the Stipp Road project has been completed now and is off to the Army Corps of Engineers for permit approval. He said it is complete at this point.

Quillman noted five projects that have been put into their own line to monitor them a little more closely.

Thomas said she had a question about the June report. She said in the yellow section at the bottom you have contract amount, previous billings, current billing and a total billing which exceeds the initial budget. She said so my question is did we allow for this and how did we allow for this. She said she suggested instead of saying "percent complete" that maybe it could say "cost as percent of budget" instead. Quillman said we got with a consultant and went with an alternative and SWMB approved an additional fee of \$48,000. He said I will do that and bring that next month.

He said he would jump back to the other reports and see if there is anything that jumps out at him. He said in the April report, there is a Limestone Greenway trail which is part of our commitment to replace two large culverts and the fill slopes. He said they invoiced us for the first culvert. Thomas asked which budget that comes out of. Lisa Ridge said we used the stormwater crew to do that and noted that trail projects were in the long-range stormwater plan.

Quillman noted expenditures for consultant fees, Baby Creek culverts, and getting permit documents together. He asked if there were any questions on the April report. There were none.

In the May report, Quillman noted the second culvert for the Limestone Greenway trail and expenditures for Cherry Lane project. He said I might note that Cherry Lane is now done and there are three easements required and we need to work out an easement agreement document. He said with those three easements, I don't anticipate too much trouble with those. He said my goal is to get that under construction this summer.

In the June report, Quillman he noted an invoice for the Stipp Road project for additional services. He asked if there were any other questions on the monthly budget reports.

Jim Faber spoke at public comment. He said that on the agenda, there was a mistake on the date of the next meeting. He asked about the cost of the Limestone Greenway Trail culverts. He asked who was doing the work. Quillman said those were two exceptional culverts that were in really large fill conditions and the culverts were long and to install them we had to cut the bank back so they would not cave in on us. He talked about the project and said it had better than 100 feet of pipe to put in.

Lisa Ridge talked about the Limestone Greenway project and the county has a trail committee and they utilize different resources. She said the previous county attorney, Kevin Dogan, was involved

quite a bit and worked with Bill Williams and Todd Stevenson on the new trails that would be coming into fruition. She said we used some of the funds from stormwater to help with the culverts and the drainage. Faber commented that it seemed quite expensive. Thomas said but because it is pedestrian and bicycle traffic I imagine that the culverts will last versus culverts that have cars and trucks going over it every day. Ridge said this actually helped to decrease the cost of the project by doing it in-house. Ridge said the other contractor who built the trail was Fox Construction and we did our part outside of that project and the county put in two culverts and the rest were put in by the contractor. She said we saved money on the overall project by doing those in-house.

Dave Schilling commented that they had to go down about 25 feet in a very sloped valley and it was an enormous undertaking. He said we were down there today inspecting it and it looks great and the trail isn't even open yet and there were dozens of people using it. Faber said thank you.

Faber noted in the June monthly report, the Stipp/Moore contract amount was \$337,000 and the total billed was almost \$10,000 over. Quillman said that was what Julie was just questioning and she has asked me to go back and adjust the numbers to reflect the additional services that were added. He said before it was invoiced, we had approval on additional services and the money was moved in there for that. He said I will edit this and send you an edited copy. Faber said thank you.

b. Exceptional Rain Events and Flooding over Last Few Months

Quillman said this is an effort on my part to offer a little bit of background on where we are and what we are wrestling with. He noted exceptional amounts of rain, the ground being saturated and run-off being high and we have had a lot of calls. He said many of them are serious; there is flooding in people's homes. He said there are three things that I would like to suggest for consideration.

c. Residential Plot Plan Permits – Chronic Issue of Homes Getting Build with Flooding Potential

He said this would be a detailed grading and a set-up of a lot and how the house sets on it. He said my suggestion is that we require a surveyor to certify it. He said we could provide a plug-and-chug list for the surveyor. He said I understand there will be a fee associated with the service but then I expect the surveyor to look at the grading to make sure that there is not flooding around the homes. that surveyor can look at the elevations. He said I can show you where houses were set too low and or where there is supposed to be an emergency overflow but it's not there or not feasible. He said in my mind this would go a long way to help that; we have people doing inspections for building permits; this would be for the lot and how the house gets set, with setbacks and so on.

Thomas said so this would be a code change for a building permit. She said is this something where a licensed surveyor completed this part of the process that you would have enough information on paper to then able to approve it without having to go out. She asked would this eliminate having to do a filed survey every time? Quillman said it could be done one of two ways. He said if we have a surveyor do it, the surveyor will charge the client and the client pays for it. He said if it's done in-house, then the county would be taking on liability and we would have to start building in a permit fee and I don't have time to do that. He said my suggestion would be going with an outside consultant. Thomas asked the other SWMB present if they were interested in doing something like

this. Jones said I am but asked if it should be done through Planning. Penny Githens said also would there be some kind of follow-up inspection. Quillman said those are excellent points and he would like to come back to that.

Ridge said we have sat down with Larry Wilson, Jason Eakin and talked about making sure that the house is built where it is supposed to be and that roads are being built the way they are supposed to be built. Jones said asked about post-construction inspections. Ridge said then you fall into the problems that we are having now and that is why we are seeing issues, because our drainage ordinance needs to be updated but then you still have the existing conditions that we are trying to fix. She said it is out of control. Jones said what I am actually asking is about when inspections would take place. Quillman said if the surveyor is doing it, we can make that part of the permit requirement so he can make an on-site inspection and certify that it went in the way it was supposed to; the ideal time would be when the foundation goes in. He said that would be part of the conversations on how the plot plan would be set up. Githens asked about additions to existing structures. Quillman said I'd like that to be part of the discussion when it's set up. He said they would have to go back for grading permits and building permits for a garage. He said one other detail is if we went with a surveyor or engineer, let's say it is subdivision with thirty lots. He said when the engineer does the plan he has all the grading configured; if you have one builder on the subdivision then that builder can strike a deal with the engineer and then the engineer can take the footprint of the home and plop it down on the plan with auto-CAD and put together a plot plan pretty quickly. There was a discussion of potential fines and benefits for buyers on homeowners' insurance rates.

d. Update Drainage Ordinance – Project Designs Are Creating Potential Drainage Issues

Quillman talked about things he is seeing with designs of projects. He said in the new drainage ordinance we talk about drainage outfalls and requirements for the engineer to look downstream and make it's adequate and appropriate. He talked about one project that was outletting to a county road with a ditch that was inadequate and inappropriate. He said it results in damage to downstream property owners. He said there are several things that this new ordinance will tighten up and get the engineers to consider things such as emergency overflows, requiring easements for that overflow, so we don't get homes built in floodways. He said the new ordinance has moved slowly but we're getting there. Jones said this sounds like something that future homeowners should appreciate.

Quillman talked about older subdivisions where there are problems. He said the new ordinance will address new rainfall rates, pulled off of NOA. NOA gives design rates that you can fall back on and are defensible if something should happen. Thomas commented it seems like there is such a need for this. She asked about getting the ordinance done possibly sooner. She said I know there is a discussion about Cave Creek watershed also. She said I wonder if there is a way to find some consultant money to try to get something written up so that we can move even quicker and I am not blaming you for not getting it done because you have so much going on. Ridge said the new ordinance is pretty well written. Quillman said we are in a second draft. Ridge said I think it's going back and forth to make sure that Dave Schilling agrees with everything that is in it. She said after we get that back, we'll send changes to Christopher Burke (the consultant) and then we'll be ready for public hearings on it. She said we are not asking extraordinary efforts on their part; it's a change that most everybody is already doing. Thomas said so maybe it could be quicker than 1 ½ years; thank you so much.

e. Construction Inspections – Project Construction is Creating Potential Drainage Issues

Quillman talked about issues with project construction. He said when a project goes through Planning, Plan Commission gives approval, they get permits, they build the job and it never gets looked at. He said I could take you out to projects where they decided to change their storm pipe and not even put it through a detention basin; where a road was put in as something other than it was designed as; storm sewers get changed here and there and bio-retention basins get put in without the correct under-drains and the only way to correct this is to get an inspector out there watching these guys. He said it would be changing the norms for local developers. He said in my mind, Planning is issuing grading permits now; in my mind it is something that should be done in Stormwater. He said I am reviewing all the grading plans and then I report to Planning. He said I think it should be an inspector who comes out of stormwater or highway department, out looking for those side items. He said I am not the decision-maker here; I am just throwing it out there. Thomas said I absolutely agree; we have talked about tightening up the permit process. She said one of the selling points and maybe someone who is planning on building ten houses might gripe about the drainage ordinance but one way to look at this is that there are houses already existing out there and these homeowners need to be protected by whatever the new residences are going to do to them.

Quillman said that's my spiel and complaining; those are my thoughts. Jones said thank you; I think this is very important to be thinking about as we move forward with the drainage ordinance.

IV. PUBLIC COMMENT

No one came to speak at the podium.

V. ADJOURNMENT

There being no further business, the meeting adjourned at approximately 4:40 p.m. Jones noted that the next meeting would be August 8, 2019.

Minutes approved: _____

Signed:

Secretary:

Chair

Donna Barbrick

filed as submitted - DB