

Alliance of Downriver Watersheds
***DRAFT* Meeting Notes**
December 11, 2007 9:30 am



1) **Welcome:** Kevin Buford of Westland opened the meeting. In attendance were:

Designated or Alternate Community Representative:

Allen Park
Berlin Township
Brownstown Township
Dearborn Heights
Ecorse
Flat Rock
Gibraltar
Grosse Ile Township
Lincoln Park
Melvindale
Riverview
Romulus
Southgate
South Rockwood
Sumpter Township
Taylor
Van Buren Township
Wayne County
Wayne County
 Airport Authority
Westland
Woodhaven
Woodhaven-Brownstown
 School District
Wyandotte

- Lianne Clair, Van Buren Township
- Greg Tupancy, Urban Engineering for City of Southgate
- Lorinda Beneteau, Grosse Ile Township
- Bryan Wagoner, WCAA
- Craig Lyon, City of Taylor
- Kevin Buford, City of Westland
- Tim Walsh, South Rockwood
- James Gorris, City of Gibraltar
- Noel Mullett, WCDOE (alternate)
- Kelly Cave, WCDOE (alternate)
- Derrick Schueller, Romulus (alternate)
- Dan Swallow, Van Buren Township (alternate)
- Brent Florek, Grosse Ile Township (alternate)
- Mark Gaworecki, Hennessey Engineers for S. Rockwood (alternate)
- Rod Julian, Brownstown Twp (alternate)

Other Interested Parties:

- Patrick McCauley, Giarmarco, Mullins, & Horton, for Taylor and Dearborn Heights
- Kelly McRobb-Ackland, Wade Trim for Allen Park
- Elizabeth Thacker, OHM for Romulus and Westland
- Vicki Putala, OHM
- Dan Brooks, Wade Trim for Dearborn Heights
- Ric Lawson, HRWC

OFFICIAL ACTIONS of the ADW taken at the meeting are shown in bold capitalized letters. *Action Items* for the future are shown in bold italics.

1) **Welcome and Introductions**

- Role Call of Alliance Members and Alternates Present – role call was performed and a quorum was present.
- Additions or Changes to Draft Agenda - There were no proposed changes to the meeting agenda (distributed to members via email December 5, 2007).
- Approval of September 11, 2007 meeting notes – **ACTION**: there was a motion by Southgate to accept the September 11, 2007 meeting notes. The motion was 2nd by Romulus. Passed unanimously.
- Transfer of Facilitation Responsibilities
 - Beginning with the December 11, 2007 meeting, facilitation responsibilities were transferred to the OHM/Wade Trim/HRWC team. Vicki Putala (OHM), with Dan Brooks (Wade Trim) and Ric Lawson (HRWC) provided a summary of the tasks involved with the facilitation services contract. The contract is for 18 months.
 - Task 1 – meeting facilitation of the ADW meetings, including subcommittees
 - Task 2 – website consolidation and maintenance
 - Task 3 – summary of ADW activities for annual report
 - Task 4 – grant applications (minimum of 4). Does not include grant administration.
 - Task 5 – Contribute to development and review of the monitoring strategy.

2) **Status Report on Membership in Alliance of Downriver Watersheds**

- Updated List, Budget, and Map.
 - A handout was distributed that provides a summary of ADW membership. Twenty-four (24) entities have joined the ADW (out of a total of 28).
 - Since the last meeting, Belleville has joined the ADW
 - Inkster is currently reviewing the bylaws. Rockwood, Huron Township, and Trenton have not joined.
- Update on letters to non-members
 - Letters were drafted and sent to Inkster, Rockwood, and Huron Township to encourage their participation in the ADW. The ADW did not yet receive any

responses from these communities.

3) Standing Committee Reports

- Finance
 - A handout was distributed that provides a summary of those that have been invoiced and those who have paid. Also included in the handout is a summary of payments that the ADW has made to date.
 - Kelly Cave reported that all member entities have paid except Ecorse and Allen Park.
 - *Kelly Cave stated that the County will be sending invoices to the newest members, Belleville and Van Buren Township.*
 - The County received its first invoice from OHM for work done on one of the grant applications.
 - Wayne County's fiduciary agreement with the ADW has expired. An amendment was drafted and distributed at the meeting. The draft was reviewed by Patrick McCauley and the finance committee. Changes to the agreement include:
 - Dates were updated so that the agreement was good until May 2009 (date chosen to coincide with OHM's contract)
 - Article 1.12 was added at the top of page 3 as a provision to leverage money for the two grants that the County has in hand.
 - Ric Lawson pointed out that Article 1.12 states that the ADW shall provide a minimum match of \$249,800 for budget activities as indicated in the approved ADW budget. However if not all communities join the ADW, the full \$249,800 will not be available.
 - *Kelly Cave, Patrick McCauley, and Kevin Buford will meet and determine language to add to the agreement that states if the budget is adjusted, the minimum match will be adjusted as well.*
 - **ACTION:** there was a motion by Westland to grant the Chair the ability to sign the revised fiduciary agreement once approved by the group via email. The motion was 2nd by Southgate. Passed unanimously.
- Ecorse Creek Watershed Advisory Group – the group had not met since the last ADW meeting.
 - Vicki Putala reported that the DEQ will be hosting a meeting on December 19 from 2:30- 4 pm in Melvindale to discuss the E. coli monitoring that was

performed.

- Kevin Buford asked if the Ecorse Creek was going to be subject to a TMDL. Noel Mullett responded that they are scheduled for a TMDL and are essentially about a year behind the process that the Rouge is currently going through.
- Dan Swallow encouraged the ADW to follow through with providing comments to the MDEQ based on their presentation.
- Combined Downriver Watershed Advisory Group – the group had not met since the last ADW meeting
- Lower Huron River Watershed Advisory Group – Ric Lawson provided a report
 - The Lower Huron group met on November 7, 2007.
 - At the meeting, a report on ADW issues was provided, potential grow zone sites were selected, a draft of the letter to not update the Watershed Management Plan was approved, and there was discussion/interest on gathering lists of homeowners associations for public education using the discretionary funds
 - Craig Lyon asked which communities work with condo associations. Derrick Schueller stated that in Romulus they give advice to the associations usually over the phone. Kevin Buford reported that Westland annually sends out letters to all basin owners to remind them of their maintenance requirements. Dan Swallow reported that Van Buren Township utilizes the detention pond maintenance manual developed for the Rouge.
 - Craig Lyon asked if there was interest in making a standard across the ADW for pond maintenance. Kelly Cave stated that there is a manual on pond maintenance available from the Rouge and this might be a good solution or at least a start to the discussion. *OHM will distribute the manual via email.*

4) ADW Special Committees

- Public Education Committee: Progress Report. This meeting was held jointly with the technical committee. See summary below.
- Technical Committee: Progress Report
 - Progress Report
 - Dan Brooks stated that the public education and technical committees met on November 8, 2007. There was low attendance to the meeting. A meeting summary was distributed.
 - CMI monitoring - At the time of the committee meeting, there were five

monitoring sites completed for EC and CDR and one for the Lower Huron. All field work is now complete but not all lab results are final.

- o Noel Mullett distributed a map and table summarizing the monitoring locations.
- o Bryan Wagoner asked if the same team was doing all of the sampling and lab work for the monitoring being performed. Noel Mullett confirmed that it was the same team.
- o Grow zone grant – about a dozen potential sites have been identified. The grant program will be open to all ADW member entities. An RFP will be issued for host sites.
- o **ACTION:** there was a motion by S. Rockwood to approve the technical committee to develop an RFP for grow zone sites and to grant the Chair the ability to sign the RFP once approved by the group. The motion was 2nd by Southgate. Passed unanimously.
- o Through the grow zone grant, design of grow zone sites will be centralized. The group will be looking for a contractor to do the work.
- o **ACTION:** there was a motion by Brownstown to approve the technical committee to develop an RFP for a grow zone designer and to grant the Chair the ability to sign the RFP once approved by the group. The motion was 2nd by South Rockwood. Passed unanimously.
- o Inter-Agency Agreements (IAA) with the grant partners need to be signed. There is funding in the CMI budget to support the partners' participation. Noel Mullett has a draft of the IAA and has been working with Patrick McCauley to finalize. Still need to negotiate with each partner.
- o **ACTION:** there was a motion by South Rockwood to authorize the Chair the ability to sign the IAA with group approval once the contracts have been negotiated. The motion was 2nd by Romulus. Passed unanimously.
- o There were two grant applications submitted since the last meeting. Elizabeth Thacker provided a summary.
- o The CMI grant application that was submitted was titled "Low Impact Development Across the Alliance of Downriver Watersheds" and is an expansion of the current grow zone grant. If received, the grant would be set up in the same manner as the current grow zone mini-grant program. A large portion of the grant included monitoring. Also included was

updates to the Watershed Management Plans to be approved for 319 funding.

- A grant application was also submitted to the Great Lakes Watershed Restoration Grants Program. The application was for the same tasks as the current CMI grow zone grant in hopes that federal money could be used as a match for the grow zone grant.

5) Status of SWPPI approvals/annual report reviews by MDEQ

- Prior to the meeting, Patricia Huddas sent an email with a list of permittees that had not yet submitted their SWPPI updates or annual reports. A copy of this email was distributed.

6) Status of Draft Permit – comments to DEQ

- Kelly Cave provided a summary of the status of the draft permit.
- Both the watershed and jurisdictional-based permits expire in April 2008.
- An informal draft of the permit was released by the DEQ in September 2007. A committee headed by SEMCOG reviewed the draft permit and provided a 30 page response letter with comments. The DEQ then put the draft permit out for public comment with a 30 day review period. Because of the many responses that they received, the DEQ extended the review period until January 31, 2008.
- Changes to the new permit include:
 - All outfalls need to be labeled.
 - For roads, have to demonstrate that there is a reduction in sediment load by 25% each year.
 - If you cut or grind or manipulate concrete, you have to have a separate permit.
 - If you have a waterbody covered by a TMDL, you have to sample 50% of outfalls in wet weather for outfalls greater than 36 inches in diameter.
 - Previously it was required that you had to have a storm water management program in place. Now there are specific items that need to be included.
- SEMCOG has formed a focus group with wide representation from the area and the State to review the draft permit. The focus group will be preparing a detailed set of comments to the DEQ.
- The ADW felt that it was important to respond as a group and individually as permit holders. *Kelly Cave will email out draft permit comments and the group will meet*

again in January to discuss its response to the DEQ before the January 31 deadline.

- Dan Swallow suggested putting a cost to the additional activities that are being required by the new draft permit.

7) Status of WMP Revisions

- Both the Combined Downriver and Ecorse Creek Watersheds need to submit a letter to the DEQ stating that they are not planning on revising the Watershed Management Plans at this time (the Lower Huron group already approved this letter at the Lower Huron WAG meeting).
- Drafts of the letters to the DEQ were distributed.
- **ACTION** - A separate vote was taken for both the CDR and Ecorse Creek Watersheds. Both watershed groups unanimously approved the Chair to sign and send the letters to the DEQ on their behalf.

8) Discussion of Issues Offered by Members

- Dan Swallow reported that a group has formed in Van Buren Township called the Wood Creek Friends (Wood Creek is actually the Griggs Drain). The group is interested in doing suspended solids and phosphorous monitoring as well as public education activities.

9) Opportunity for Public Comment

- There were no comments by the public.

10) Summary of Action Items and Items for Next Meeting – the action items that are bolded and italicized in this summary were noted.

11) Set Next Meeting Date(s)

- *The next meeting was set January 24, 2007 at 9:30 am at the Taylor Meadows Golf Course.*

12) Adjourn

Draft notes prepared by Elizabeth Thacker (OHM). *Please forward comments on the draft notes to elizabeth.thacker@ohm-advisors.com.*