

PRINCIPALS

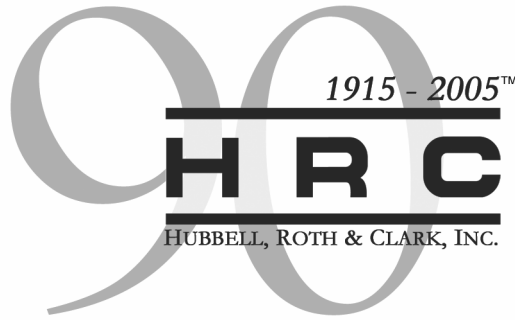
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Jesse B. VanDeCreek
Robert F. DeFrain
Marshall J. Grazioli

MEETING MINUTES
Livingston County Phase II Watershed Groups
Upper-2 Shiawassee River Subwatershed Group
Break Out Meeting No. 14

Date: 7/15/05
Time: 9:30am
Meeting Held: Green Oak Township Hall

HRC Job No. 20030566

<u>Present:</u>	<u>Representing</u>	<u>Phone No.</u>
Maureen Cross	Howell Twp	517.546.2817
Ed Fox.....	Oceola Twp.....	248.343.0137
Bob Hanvey	Marion Twp	517.546.1588
Rolly Olney.....	Hartland Twp	810.632.7498
Jacy L. Paul.....	HRC	248.535.3456
Kathy Shouse	Tyrone Twp.....	810.629.8631
Becky Simpson.....	LCDC	517.546.0040

<u>Not Present:</u>	<u>Representing</u>	<u>Phone No.</u>
Ken Algozin.....	The Nature Conservancy	989.723.9062
Bill Bamber.....	Oceola Twp.....	517.546.3259
Bob Batt.....	MDOT, University Region.....	517.750.0410
Cheryl Bartley.....	MDEQ.....	517.335.6093
Merry Bering	Howell Twp	517.546.2817
Matt Bolang	LCDPH.....	517.552.6870
Jacqueline Cwik.....	Hartland Twp Resident.....	n/a
Florence Davis.....	Livingston County Planning.....	517.546.7555
Mike Gaden	MSU-Extension	517.546.3950
Greg Green.....	Howell Twp Resident.....	517.545.4927
David Henry.....	Hartland Twp Resident.....	n/a
Brian Jonckheere	LCDC	517.546.0040
Dave Kuzner	Tyrone Twp.....	810.629.8631
Brian Obrecht.....	Howell Twp Resident (Red Cedar Watershed).....	517.552.5300
Julie Peltier	Hartland Twp Resident.....	586.530.8119
Jennifer Rardon.....	Hartland Twp	810.632.7498
Nancy Sauvage	Oceola Twp.....	517.546.5886
Katie Schlueter.....	Hartland Twp Resident.....	810.632.4797
Bill Stone	HRC	248.454.6337
Steve Wasylk	LCRC	517.546.4250

PURPOSE:

The purpose of today's breakout meeting was to establish the timeline of Phase II permit compliance up until May 2006, and to review the tasks needed to complete the Watershed Plan.

A) Comments on the First Draft of the Upper-2 Shiawassee River (USR) Watershed Management Plan (WMP)

There were no comments at this time regarding the first draft of the USR WMP.

B) Completed Action Plan Matrix for Review

Jacy Paul of HRC distributed an updated Action Plan Matrix (APM) indicating the recommended Best Management Practices (BMPs) to fulfill the goals and objectives of the USR WMP. Jacy asked the group to review their selections in comparison to neighboring communities to be sure they are satisfied with their selections. Jacy also attached Table 6.1 (which outlines the goals and objectives of the WMP) for reference. Column 3 of the APM outlines which goals and objectives are met with the implementation of each BMP.

There are a few more BMPs that were added to the end of the APM; Jacy will resend out an email with those BMPs listed for the remaining communities to select for implementation that have not done so as of yet.

The APM will be used to develop the Storm Water Pollution Prevention Initiative (SWPPI) due by May 1, 2006 by each Phase II community/agency. The SWPPI details the specific tasks, timelines and evaluation measure that each community/agency committed to implementing in the WMP. To better understand this process, the group members are encouraged to attend the SWPPI training session being offered by the MDEQ in a few months (Becky Simpson of the Drain Office will send this notice to members via email). It was also noted that the MDEQ has developed draft guidance on development of the SWPPI which will be distributed to group members well before the SWPPI is due.

C) BMP Costs/Timeline/Environmental Benefit Table

Jacy distributed an excerpt of the draft table in the USR WMP outlining the estimated costs, timeline to begin implementation, and the environmental benefit of each recommended BMP that is listed in the APM. Once this table is complete, it will be emailed to the group members for review. This table also outlines which BMPs address the pollutants/issues of concern in the watershed (as determined by stakeholders in the watershed and the USR watershed group).

D) Review of Timeline for Phase II Permit Compliance Responsibilities

Jacy distributed a table outlining the timeline of Phase II permit compliance activities up until February 2006. Each column of the table delineated the tasks that will be completed during each monthly meeting. A summary of those tasks is included in the attached Table with these minutes. Listed below are the highlights of the information included in the Table:

- **As of Today's Meeting:**
 - Chapters 1-6 of USR WMP 90% complete pending final revisions and review by USR Watershed Advisory Group (WAG);
 - Chapters 7 and 8 regarding BMP costs, timelines for implementation, environmental benefit and community/agency commitments (see APM) are 95% complete;
 - Chapter 9, Information and Education Campaign, 50% complete;
 - Chapter 10; Evaluation Process, 50% complete.

- **August 12th Meeting:**
 - Jacy plans to have a second draft of the USR WMP available for review at the next group meeting on August 12th. A hard copy and CD copy of the plan will be distributed at that time. The hard copy of the plan shall be kept at the municipal/agency office for review by interested parties as will be announced at the third public meeting.
 - The third public meeting is tentatively scheduled for **Wednesday, Aug. 31st from 7:00-9:00pm** at the **Howell Township Hall**. The draft USR WMP will also be available for download from the Livingston County Drain Commissioner's storm water Phase II website. A comment form will be available to print and mail/fax in to the consultant for consideration of changes to the WMP based on WAG approval.
 - A 30-day comment period will be announced for comment on the draft plan. Deadlines for comment will be **Wednesday, Sept. 28th**.

- **September 9th Meeting:**
 - Jacy will summarize all of the comments received thus far from the public and the USR WAG for review and incorporation into the Plan, if need be (deadline for comment is 9/28/05).
 - HRC will provide the template for each community/agency to complete their second **Annual Report** that is **due** to be submitted individually **to the MDEQ by November 1st, 2005**.

- **October 14th Meeting:**
 - Depending on the amount/type of comments received, the USR WMP will be revised and re-distributed for final approvable prior to submittal to the MDEQ. The USR WMP is due for submittal to the MDEQ no later than November 1st, 2005; however, the goal will be to get it submitted before this date if possible. It is anticipated that the absolute latest date that any comments/suggestions for revisions can be received will be October 21, 2005.
 - Group continues to work on their second annual report, reporting on tasks completed or started for implementation of their Public Education Plan (PEP), Illicit Discharge Elimination Plan (IDEP), joint Public Participation Plan (PPP) and development of the WMP.

- **November 11th Meeting:**
 - Group receives a hard copy and CD of the final USR WMP for their offices.
 - Group should have submitted their second Annual Report to the MDEQ on 11/1/05.
 - Next meeting is not until February 10th, 2006.

- **February 10th, 2006 Meeting:**
 - SWPPI Template provided to group by HRC.
 - Annual Permit Fee due to MDEQ.

E) Next Break Out Meeting

The next meeting will focus on a review of the second draft of the USR WMP. Please be sure to have a representative present to pick up your copy of the draft USR WMP. If for some reason a representative is unable to attend, please be sure other arrangements are made.

The next break out meeting is scheduled to meet after the regularly scheduled LCDC Subwatershed Group's meeting on **Friday, August 12th, 2005 at Green Oak Township Hall.**

These minutes are intended to be a summary of those items discussed. Any corrections and/or comments should be noted to the writer as soon as possible.

Respectfully submitted,

HUBBELL, ROTH & CLARK, INC.

Jacy L. Paul

JLP/jlp

pc: All present
HRC; W. Stone; J. Booth; File