

**DEERFIELD REGIONAL STORM WATER DISTRICT
REGULAR DISTRICT BOARD MEETING
Landen Station, 3292 Montgomery Road
Loveland, OH 45140**

December 12, 2006

CALL TO ORDER:

President Walter Daniels called the meeting to order at 7:05 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG

ATTENDANCE:

Those present at the meeting were:

Board Members:	Walt Daniels, Tim Greive, and Susan Berger
Attorney:	Eric Luckage, Esq., Albers & Albers
Engineering:	Jamie Coleman, Ph.D., CDM Inc.
DRSWD Admin. Asst.	Cathy Herrick

APPROVAL OF MINUTES

The Regular Board meeting minutes dated November 20, 2006, were presented and reviewed.

- **Action Taken/Required:** Susan Berger made a Motion, seconded by Tim Greive to accept and approve the meeting minutes of November 20, 2006, as written. Vote: All Yes.

REPORTS OF BOARD, AND COMMITTEES

Treasurer's Report: Susan Berger, Secretary/Treasurer, presented a year-to-date expenses vs. budget report for 2006. Ms. Berger also referred to a copy of the current bank statement for the Board indicating that although the amount of the loan recently granted by the Township Trustees does not appear on either document, it has been received and \$20,000.00 should be added to the bank statement, as well as the budget report, and therefore would be sufficient funds to cover all expenses to date.

Deerfield Regional Storm Water District
Board of Trustees Regular Meeting December 12, 2006

Ms. Berger inquired of the Board, as to the feasibility of moving \$3,000.00 from the Administrative category to the Mailing Fee category to cover the bulk mailing expense as it was unforeseen and not allowed for when the 2006 budget was created. The Board agreed to this action and resulting in the following motion:

- **Action Taken/Required:** Walt Daniels made a Motion, seconded by Tim Greive, to accept the revision of the 2006 Budget by reallocating \$3,000.00 from the Administrative category and into the Mailing Fee category. Vote: All Yes.

Susan Berger then presented the bills for November as follows:

Payment of the Bills:

- Warren County Soil and Water, Inv. #06-161 in the sum of \$236.50;
 - Albers & Albers, invoice #10269, in the sum of \$3,256.00;
 - CDM, invoice #80242954/6 in the sum of \$2,743.10;
 - CDM, invoice #8024951/5 in the sum of \$3,440.00;
 - Minuteman Press, Invoice #71695 in the sum of \$21.02;
 - Cathy Herrick, wages in the sum of \$408.00;
 - Cathy Herrick, reimbursement for postage, \$5.31.
 - Cathy Herrick, reimbursement for office supplies, \$24.23;
 - Ohio EPA, Annual Discharge Fee in the sum of \$2,000.00;
 - CNA Insurance, Bond/Policy #0601 69942199, for Administrative Assistant (1/18/07 through 1/18/08) in the sum of \$100.00.
- **Action Taken/Required:** Walt Daniels made a Motion seconded by Susan Berger to accept and pay the invoices as listed above. Vote: All Yes.

SPECIAL ORDERS

Eric Luckage advised the Board, at the January, 2007 meeting, it would become necessary to create a preliminary budget and appropriate funds for the new year.

COMMENTS FROM GENERAL PUBLIC

None.

UNFINISHED BUSINESS AND GENERAL ORDERS

CDM Update: Dr. Coleman reported that CDM was actively working on addressing the complaints brought before the Board in October from the members of the Greenfield Place subdivision and their request for assistance with same. Dr. Coleman stated that he and Chuck Petty, Warren County Engineer, had completed an inspection of the area and

were trying to work with the residents in determining who would be responsible for correcting the drainage problems, particularly because the problem areas are located on easement portions of their properties and not the responsibility of Warren County nor Deerfield Township. As the District currently does not have a private property policy in place, Dr. Coleman was hopeful that the residents might be able to get some assistance from their home owners association but, further investigation would be necessary to find out if this would be an option. As the Board will be creating a private property policy in the near future, this matter would be an on-going concern but, could not be directly corrected by the District, at this time.

- **Action Taken/Required:** Walt Daniels asked Jamie Coleman to assist the residents of Greenfield Place by contacting the home owners association to see if there was any additional information they could provide that might aid in the assistance of the residents and the correction of the drainage problem in the subdivision.

Walt Daniels thanked Dr. Coleman for all his assistance in coordinating efforts to remedy this drainage problem.

Storm Water Fee Update: Dr. Coleman reported that District 2, which includes the Northern section of the Township, had been successfully completed and the WCSW department was preparing to bill District 3, in the upcoming month. Dr. Coleman said there was only one (1) call received regarding the billings whereas the owner received two (2) bills but, the issue was rectified and things were otherwise moving along smoothly.

Dr. Coleman discussed Task Order No. 6, with respect to the development of an Illicit Discharge and Elimination Plan. There was a discussion as to who would be responsible for the implementation of such a plan. Dr. Coleman reminded the Board, this plan was needed to be completed in 2007, to be in compliance with the Phase II mandates.

- **Action Taken/Required:** Jamie Coleman shall prepare a draft of the Illicit Discharge and Elimination Plan for Deerfield Township and shall send copies to the Board for their consideration and review.

Susan Berger inquired of Dr. Coleman if he was aware of when the WCSW billing department might be sending out the Storm Water account bills. Dr. Coleman informed the Board, the last he had heard from WCSW, these bills should go out in February provided all aspects of the billing information was properly in place.

DFT/SWD Communications: Walt Daniels said that communications with Deerfield Township, the Township Trustees and the DRSWD has continued to be kept current and prior to this regular board meeting, the District conducted a work session with Trustee, Dan Corey in attendance and participating in their discussions which proved to be quite productive. He added this seemed to work out well and helps to keep the efforts and

goals of both entities above board and working together for the betterment of the community.

NEW BUSINESS

None.

COMMENTS FROM BOARD MEMBERS: Susan Berger said she had received a DVD from ICRC and for the District's files, of the program she and Jamie Coleman had taped last summer and which has been airing on the public broadcast program with regard to the implementation of the storm water fees. She said anyone interesting in borrowing and viewing the program, was welcome to do so.

Per the work session and the topic of creating a Private Property Policy, Tim Greive inquired as to the possibility of Mr. Luckage and Dr. Coleman gathering information from other surrounding communities as to how they handle these types of issues. Mr. Greive said he would be interested in seeing any examples that might be available to share. Eric Luckage said they would certainly look into finding examples from other communities but, that these entities are all unique and somewhat difficult to use as comparison.

RESOLUTIONS

Eric Luckage presented the following previously adopted resolutions for signature of the Board: Resolution 2006-44, Approving Re-appropriation of funds; Resolution 2006-45, Approving payment of the bills as presented; Resolution 2006-46, Appointing Tim Greive as Vice-President of the DRSWD Board of Trustees; Resolution 2006-47, Accepting and approving the Intergovernmental Agreement between Deerfield Regional Storm Water District and the Deerfield Township Board of Trustees; Resolution 2006-48, Approving Amendment No. 2 to CDM Task Order No. 5, to the Master Services Agreement.

MOTION FOR ADJOURNMENT

Walt Daniels made a Motion, seconded by Susan Berger, to adjourn at 7:47 P.M. Vote: All Yes.

Next Regular Meeting: January 9, 2007

The Deerfield Regional Storm Water District Board meets the second Tuesday of every month at 6:30 p.m., unless otherwise notified.

Attest:

Susan Berger, Secretary/Treasurer