

**DEERFIELD REGIONAL STORM WATER DISTRICT  
REGULAR DISTRICT BOARD MEETING  
4900 Parkway, Suite 180  
Mason, OH 45040**

**July 19, 2007**

**CALL TO ORDER:**

President Walter Daniels called the meeting to order at 6:42 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 Consultant:	Chris Calpin, P.E., BCEE, Camp, Dresser & Mckee

**APPROVAL OF MINUTES**

Cathy Herrick, Administrative Assistant, was absent with prior notice and could not provide the minutes from the June Board meeting therefore, these minutes were tabled until the August meeting.

**REPORTS OF BOARD, AND COMMITTEES**

**Treasurer's Report:** Ms. Berger reported the District's bank balance on 6/29/07 was \$198,840.61 with an additional deposit made on 7/19/07 of \$66,794.52 received from fees. The written treasurer's report was tabled until the August meeting.

Ms. Berger presented the bills for July as follows:

**Payment of the Bills:**

- Adventure Products, Inv. # 32267, \$15.00
- U.S. Postmaster, for Kings Mills PO Box 244, \$52.00
- Cathy Herrick, wages & mileage, \$381.45

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- Warren County Water and Sewer, Inv. # 07-101, \$1998.25
- Warren County Water and Sewer, Inv. # 07-090, \$237.25
- Albers and Albers, Inv. # 10420, \$2,793.50
- Minuteman Press, Inv. # 74441, \$12.60

- **Action Taken/Required:** Tim Greive made a Motion, seconded by Walt Daniels, to accept and pay the invoices as listed above. Vote: All Yes.

Ms. Berger then mentioned the District had received a report of delinquent accounts from Warren County Water and Sewer Department. WCWSD suggested the Board send a letter to those account holders which the Board plans to certify to the property taxes in September. WCWSD also included a sample letter. Discussion ensued about the pros and cons of sending the delinquent notices by certified mail. The question also arose about whether it was worth certifying to the property taxes if the delinquent amount was low. The general feeling was that certifying was not really a monetary issue but rather one of setting a precedent.

- **Action Taken/Required:** Ms. Berger said she would get the information about the delinquent accounts to the rest of the Board.

### **UNFINISHED BUSINESS AND GENERAL ORDERS**

**CDM Update:** Chris Calpin from CDM presented updates on all outstanding Task Orders as follows:

T.O. 6 (Outfall Identification) –Last year CDM completed 35-40% of the outfall mapping and dry weather screening in Deerfield Township; mostly east of I-71. The report on this is in draft form which should be done by the end of the month. The rest of the mapping/screening falls under T.O. 10.

T.O. 7 (General Support) – The new Regal Cinemas and the Walmart have been added to the billing database and are being billed retroactively to their opening dates. CDM is working on getting the impervious surface (and thus the ERUs) for the office center on Wilkens, the new condos on Wilkins, and the Mr. Clean Car Wash on Socialville-Fosters. They are waiting for the plans for these complexes from Deerfield Township.

Also under T.O. 7 is the project ranking system. CDM prepared two different models, a cost benefit method which is consistent with the Army Corp of Engineers and The City of Mason and a cost as a factor method. The cost benefit method rewards low cost projects with no credit for percentage of cost sharing. While the cost as a factor method takes into account cost sharing, it makes it possible for a costly project to come to the front of the rankings which might hold up other projects. The Board also discussed how often ranking would be done. Ms. Berger said her understanding is Mason's list continually changes as new projects are brought to their attention. Tim suggested once a year the Board picks a

certain number of top-ranked projects to pursue with emergency funds set aside for major problems which might crop up later. The number of projects would be based on the District's budget for CIPs that year. Chris Calpin read Jeff Macomber's email dated July 12, 2007, which states he feels the cost benefit method would best suit the needs of the District as it puts more emphasis on and encourages more residential contributions.

- **Action Taken/Required:** Susan Berger made a Motion, seconded by Walt Daniels, to adopt the cost benefit method of ranking private property projects with the weighting as presented by CDM. Vote: All Yes.

Eric Luckage will work on language for inserting this policy into the District's Code of Regulations.

T.O. 8 (Private Drainage Problem Investigation) – Chris Calpin reported on four residential property investigations:

- 1) 9944 Coventry Court – The drainage ditches and culverts on Fields Ertel are causing water to back up into this property. CDM will contact Chuck Petty at the Warren County Engineer's office since Fields-Ertel is a county road.
  - 2) Betty Callahan property – Ms. Callahan's septic system backs up with storm water due to vegetation in swale across Irwin Simpson Road.
- **Action Taken/Required:** Eric Luckage will draft a letter asking the responsible homeowner to clean out the swale.
- 3) Greenfield Place (also T.O. 9) – CDM called Mrs. Charbonneau and left a message trying to determine if the HOA can assist in the project financially. CDM also left a message with the property manager of the HOA. They have not heard back from either. Chris will try once again to reach the parties involved.
  - 4) Plainview Drive – The water from Plainview Court is supposed to flow into the Charleston Park subdivision behind it but, this is not working correctly. The Township is planning to improve the drainage ditches on Plainview in the public right-of-way and would like the Board to fund improvements on private property between Plainview and Charleston Park. CDM has a site visit scheduled on July 25, 2007.

T.O. 9 (Greenfield Place) – see above.

T.O. 10 (Mapping the remainder of the outfalls) – CDM has started mapping the streams west of I-71. They need dry weather to look for discharges. They have not started on the Home Sewer Treatment System map yet.

**Illicit Discharge Detection and Elimination Plan:** Ms. Berger went over her comments on the Plan. Mr. Luckage pointed out that the District has not yet developed the Illicit Discharge Regulations in Chapter 3 of the Code of Regulations as referred to in the Plan. The Board discussed the need to coordinate the District's regulations with other organizations to fill in any gaps. Mr. Calpin said he would have Jeff Macomber contact Ms. Berger directly about her comments in the Plan.

**Deerfield Township/Storm Water District Communications:** Mr. Daniels met with Mr. Corey, President of the Deerfield Township Board of Trustees. Mr. Corey is pleased with what the District is doing and sees it as an excellent tool for the Township. Mr. Daniels suggested the District Board needs to plan a meeting with the Township trustees to talk about joint projects and District funding in exchange for storm water work on the part of their staff.

**District Office Space:** Ms. Berger reported that space at the new Deerfield Township offices was in the works.

**South West Ohio Storm Water Collaborative:** Ms. Berger reported she has been meeting regularly with the other members of the SWOSWC and they were discussing the possibility of using paid advertising on television next year to raise awareness of storm water issues.

**Watershed Study:** Mr. Daniels asked Mr. Calpin to clarify at which phase in the previously proposed study a model is generated. Mr. Calpin informed the Board a model is generated at the end of Phase I. Phases II and III of the study, work off the model produced by Phase I. The Board discussed possible watersheds to study first. Ms. Berger suggested the Board meet with the Township trustees and Ms. McKnight, Deerfield Township Community Development Director, to determine where they would like to start.

### **NEW BUSINESS**

**DRSWD Laptop:** Ms. Berger mentioned the Board should consider purchasing a laptop computer for use by the administrative assistant, Cathy Herrick. For the last two years, Mrs. Herrick has been doing DRSWD work on her personal computer.

- **Action Taken/Required:** Tim Greive made a Motion, seconded by Walt Daniels, to purchase a laptop computer with all necessary software and accessories for use by the District's administrative assistant and not to exceed \$2000.00. Vote: All Yes.

**Request for marketing materials:** The OSU Extension Watershed Management Team sent out a notice inviting marketing materials for display at the Farm Science Review, September 18-20, 2007.

- **Action Taken/Required:** Ms. Berger said she would revise the Districts flyer and send some to them.

**Basin Basics:** Ms. Berger reported Warren County Soil and Water Conservation District is holding a seminar on the design, function, and maintenance of storm water basins at the Corwin Nixon Park in Mason on August 21, 2007. Ms. Berger said she had already posted an announcement on the DRSWD web site along with a copy of the flyer on the seminar.

### **RESOLUTIONS**

Eric Luckage will present them at the next meeting.

### **MOTION FOR ADJOURNMENT**

Tim Greive made a Motion, seconded by Walt Daniels, to adjourn at 10:00 P.M. Vote: All Yes.

### **Next Regular Meeting: August 14, 2007**

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

Attest:

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Susan Berger, Secretary/Treasurer