

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

**August 12, 2008**

**CALL TO ORDER**

Vice-President Tim Greive called the meeting to order at 6:35 P.M.  
(Due to unavailability, Walt Daniels arrived at 7:55 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
Administrative Assistant:	Cathy Herrick
Engineering Consultants:	Chris Calpin, CDM
Deerfield Township:	Chris Romano, Trustee
ADS Representatives:	Maria Ruppe, Kevin Jehl

Public Members: Mike Sanderson, Tim Mara, Jon Winer, Warren Timmer, John and Jan Cataline, Wade Waldon, Lorraine and Duane Charbonneau, Gary Algie, Alan Batz, Paul Abbinente, Hari Jetty, Julie Cryden, Sean Harper, Howard Presly, Harold Sanders, Mary Hoot.

**APPROVAL OF MINUTES**

- **Action Taken/Required:** Susan Berger motioned, seconded by Tim Greive to accept and approve the minutes from the Regular Board Meeting of July 22, 2008.  
Vote: All Yes.

**REPORTS OF BOARD, AND COMMITTEES**

**Treasurer's Report:** No Treasurer's report was presented at this meeting.

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**Review of Monthly Invoices and Time sheets/Expenses:**

- CDM, Inv. #3, T.O. #11, \$5,047.20;
- CDM, Inv. #5, T.O. #13, \$1,419.90;
- CDM, Inv. #6, T.O. #14, \$6,543.50;
- Albers & Albers, Inv. #10851, \$6,826.50;
- Cathy Herrick, Wages for July 2008, \$700.00;
- Cathy Herrick, Expense reimbursements (postage \$6.79, mileage \$64.20 and office supplies \$9.96, Total reimbursement \$80.95);
- Cincinnati Bell, monthly voicemail/telephone, \$35.40
- Minuteman Press, Inv. #79146, \$9.36;
- Warren County Auditor, Fee for certification of delinquent accounts, \$1.00.

➤ **Action Taken/Required:** Tim Greive motioned, seconded by Susan Berger to accept and pay the invoices for July 2008, as presented. Vote: All Yes.

**SPECIAL ORDERS** None Noted.

**PUBLIC FORUM** Mike Sanderson, 4905 Riverwalk Drive, Kings Mills, addressed the Board stating although he was a Union Township resident but he had learned of the situation in the Greenfield Place subdivision and wanted to share a similar pipe failure which occurred in his neighborhood and how ADS supplied new improved pipes and the repair was made with little or no disturbance to the area. A discussion regarding the improvements to the pipes be utilized ensued.

John and Jan Cataline, 9242 Cedar Gate Drive, requested the permission of the Board to allow Chris Calpin to further assist them in fixing their drainage issue. The Catalines reported their neighbors are in agreement to share the expense of the fix but were asking for additional assistance in the proper placement of the fix and which avenue would best suit their needs, from an engineering perspective. The Board agreed to allow CDM to continue providing assistance to the Catalines and asked Mr. Calpin to compile a report with recommendations to be presented to the Board.

Gary Algie, representative for the Landen CSA addressed the Board regarding the recent dredging of the Landen Lake and the costs associated with doing so. Mr. Algie raised a concern as to the maintenance of the lake and a possible reoccurrence of the silt and sedimentation due to erosion and caused by Simpson's Creek. He then introduced the Association's attorney, Tim Mara who addressed the Board. The CSA is looking for a relationship with the District and Deerfield Township forming a working group, to keep communications open and to be made aware of any changes or improvements which may be made and which could possibly affect Landen Lake and its community. Chris Calpin advised of the watershed study being conducted by CDM which upon completion would give a better understanding of any stabilization which may need to be addressed due to

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flow, force of flow or other areas of concern relating to erosion problems and particularly within the Simpson Creek watershed. Mr. Calpin advised he was hopeful the study would be completed by the end of September. Mr. Greive expressed the willingness of the District to meet and discuss strategies within the group and to make the area part of the watershed modeling. The Landen CSA expressed their pleasure in the willingness of the District's efforts to meet and the timeline given in completion of the study.

Kevin Jehl Representative of ADS the supplier the pipe system utilized in the Greenfield Place subdivision addressed the Board and members of the community of ADS's intention to make an in-kind contribution of replacement pipes to aid in the repair of the pipes which have collapsed within the subdivision. Mr. Jehl advised ADS would be willing to oversee the installation utilizing their engineers or CDM and would also assist in analyzing the damaged pipes, if so requested to do. There was a discussion regarding the use of in-kind pipes and the fear of a reoccurrence of a similar situation. Mr. Jehl explained the improvements made in the pipes currently being utilized with the biggest difference being noted of rubber gaskets being utilized versus the older pipes (1999) which had neoprene gaskets and added, if ADS installs the pipes, they will carry a lifetime guarantee. Concerns of installing similar pipes were discussed. ADS advised of the three (3) primary causes of pipe failures: (1) improper installation; (2) joint problems; and (3) outside force causing internal problems which have been improved upon or eliminated through newer technology.

Hari Jetty, 5955 Squires Gate Drive – reported they have a 12” open pipe drainage problem in backyard causing the area to remain swampy and unusable. The Board advised of the Request for Assistance process and advised a form should be completed and submitted to the District for ranking and investigation as to the priority and severity of the situation.

Jon Winer, 3884 Spring Mill Way – Mr. Winer was inquiring as to the progress as to making any improvements within the Simpson's Creek. He reported there appeared to be more erosion and falling trees. As the watershed study has not been concluded by CDM, there are still variables that are unknown. Some possible fixes mentioned for the creek were structural repairs, bio-engineering to stabilize banks and re-alignment of the creek to reinforce the banks. CDM indicated after completion of the watershed study, there would be a better understanding of what types of solutions would be most cost effective and efficient but this information would take several months to arrive at.

Wade Walton, 7897 Plumfield Court – Asking if the District can create an agenda as to the steps and length of time each step will take to complete the Greenfield Place subdivision repair. The Board advised of the difficulty in doing so as one course of action may cause delays or another course of action to be taken. It was agreed by the Board, to create a very general timeline for the residents to view.

**UNFINISHED BUSINESS AND GENERAL ORDERS**

**CDM Update:** Chris Calpin presented a monthly update on the progress of the various uncompleted task orders.

**Greenfield Place Subdivision Update** Mr. Calpin reported he had met with Anthony Mollica and Walt Daniels on August 1, 2008, to conduct a field investigation and provided the appraiser with maps and supporting documentation for compilation of his appraisal. Mr. Calpin is also working with Warren County Water and Sewer Department to get the GIS information for the area. He advised he hoped to have all the information and a report together for review of the District's attorney and the Board by the end of August.

**Certification of Delinquent Accounts** The delinquent account letters have been mailed via certificate of mailing to all customers showing delinquent balances on their accounts. The deadline for receipt of fees owed has passed and those accounts which are still outstanding will now be listed and submitted to the Warren County Auditor for certification upon approval of the Board.

- **Action Taken/Required:** Susan Berger motioned, seconded by Tim Greive to certify all unpaid delinquent accounts to the Warren County Auditor for the period ending September, 2008. Vote: All Yes.

**Inactive Accounts** Susan Berger spoke to the District's accountant, Paul Rennick, regarding the inactive accounts. Mr. Rennick advised he would help set up spreadsheets for the processing the inactive accounts. Ms. Berger emphasized that the Board would need monthly updates from Warren County to be able to accurately bill the accounts.

**Regional Storm Water Collaborative:** Ms Berger updated the Board on the efforts of the RSWC in the venture to run StormCenter educational programming on the local television news broadcasts utilizing an environmental headline format. It was reported the Collaborative would need \$250,000.00 for initial costs to get the program up and running and that any entity donating \$50,000.00 or more would be listed as a sponsor. Several members have pledged sponsorships such as, Metropolitan Sewer District, \$100,000.00 and Hamilton County Storm Water District \$50,000.00. The Collaborative will be listed as sponsor if it can contribute \$30,000.00.

Also mentioned, Clermont County's storm water district has recently joined the RSWC.

**DFT/SWD Communications:** None noted.

### **NEW BUSINESS**

**DRSWD Audit – 2006 and 2007:** Susan Berger and Cathy Herrick met with Arthur Jones, State Auditor and signed the engagement letter with the auditor to begin the 2006/2007 audit of the District. The records were compiled and delivered to the auditor's office. One issue which arose from the meeting was the method used to confirm that the correct amounts were being received from Warren County each billing cycle. The District's accountant suggested doing a random sampling each month utilizing the balancing reports send by Warren County.

**Review of Storm Water Utility Fee:** The Board agreed they should look ahead at 2009 budget and be contemplating the amount of the storm water fee in relation to the operating costs and projects which need to be addressed. The watershed study and modeling should give a better picture of what adjustments might need to be considered and if an increase in the fees is warranted. The Board said they need to be assured there will be enough operating funds to cover the next Five Year Plan. Eric Luckage suggested meeting with the District's accountant at the end of 2008 and do a cash flow analysis keeping in mind any outstanding projects, loan payments, or other major expenses to get a better idea of where the District stands and at that time, re-determine the user fees.

**COMMENT FROM BOARD MEMBERS** None noted.

**RESOLUTIONS** Eric Luckage presented the following previously adopted resolutions: Resolution No. 2008-33, Approving payment of the July invoices as presented; Resolution No. 2008-34, Approving the proposed 2009 Budget as presented.

### **EXECUTIVE SESSION**

- **Action Taken/Required:** Tim Greive motioned, seconded by Walt Daniels, requesting the Board of Trustees, Eric Luckage and Chris Calpin adjourn into Executive session beginning at 8:45 p.m., to discuss imminent litigation with the District's attorney, Mr. Luckage. Roll Call Vote: Daniels: Yes; Greive; Yes, Berger: Yes.
- **Action Taken/Required:** Walt Daniels motioned, seconded by Tim Greive to adjourn the Executive Session and return to regular session at 9:33 p.m. Vote: Daniels: Yes; Greive: Yes; Berger: Yes.

### **MOTION FOR ADJOURNMENT**

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- **Action Taken/Required:** Walt Daniels motioned, seconded by Tim Greive, to Adjourn at 9:34. Vote: All Yes.

**Next Regular Meeting: September 9, 2008**

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