

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

May 12, 2009

CALL TO ORDER

President Walter Daniels called the meeting to order at 6:30 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG

ATTENDANCE

Those present at the meeting were:

Board Members:	Walt Daniels, Tim Grieve, Travis Fliehman
Attorney:	John Albers, Esq., Albers & Albers
Engineering Consultant:	Chris Calpin, CDM
Admin. Asst.	Cathy Herrick
Public Members:	Kelly Green, Roger Niehaus, Steve & Lynn Sliger, Lorraine & Duane Charbonneau, Pam Valentine

APPROVAL OF MINUTES

The Regular Meeting Minutes of April 14, 2009, Special Meeting Minutes of March 31, 2009 and Special Meeting Minutes of April 23, 2009 were presented for approval of the Board.

- **Action Taken/Required:** Walt Daniels motioned, seconded by Tim Greive to approve the Regular Meeting Minutes of April 14, 2009 and the Special Meeting Minutes of March 31, 2009, as written. Vote: Daniels, Yes; Tim Greive, Yes; Travis Fliehman, Abstained.

- **Action Taken/Required:** Tim Greive motioned, seconded by Travis Fliehman to approve the Special Meeting Minutes of April 23, 2009 as written. Vote: All Yes.

REPORTS OF BOARD, AND COMMITTEES

Treasurer's Report: Mr. Fliehman reported he had been working closely with the District's accountant, Paul Rennick, to update the accounting and particularly revising the chart of account line items and budget categories to more accurately reflect the activities of the District.

Deerfield Regional Storm Water District
Board of Trustees Regular Meeting, May 12, 2009

Review of Monthly Invoices and Time sheets/Expenses:

Ms. Herrick presented the expenses for April as follows:

Payment of the Expenses:

- CDM, T.O. #16, Proj. 68333, \$9,146.78;
- CDM, T.O. #17, Proj. 68941, \$5,351.85;
- CDM, T.O. #18, Proj. 68945, \$1,258.20;
- CDM, T.O. #20, Proj. 70400, \$7,765.00;
- Albers & Albers, Inv. #11121, \$12,450.50;
- Cathy Herrick, wages for April, \$1,110.00;
- Cathy Herrick, reimbursement postage and mileage, supplies, \$118.00;
- Susan Berger, Web Maintenance, \$50.00;
- Warren County Water & Sewer, Inv. #09-055, \$265.75;
- Cincinnati Bell, monthly voicemail/telephone, \$35.95;
- Minuteman Press, copy service, \$ \$22.64.

- **Action Taken/Required:** Tim Grieve motioned, seconded by Walt Daniels to accept and pay the invoices for April, 2009, as presented. Vote: All Yes.

SPECIAL ORDERS: None.

PUBLIC FORMUM: Kelly Green, 8739 Landen Drive, Maineville, Ohio addressed the Board at this time. Ms. Green asked for the assistance of the District in remedying a situation which she believes pre-existed her homeownership but indicated a hill had been pushed up to accommodate a dumpster and is causing excessive flooding of her basement, yard and also is causing erosion which is unseating trees. CDM had previously received an email regarding this information which was forwarded to the District by the Township on Ms. Green's behalf. CDM was presently investigating the situation per direction of the Board and agreed to report back on their findings.

Mr. Flieman thanked Ms. Green for attending and bringing her concerns before the Board.

UNFINISHED BUSINESS AND GENERAL ORDERS

President Daniels introduced Mr. John Albers, Attorney at Law, who was appearing in the absence of Eric Luckage, the District's legal counsel, and whose father had just recently passed away. The condolences of the District Board were expressed to Mr. Luckage and his family.

CDM Update: Chris Calpin highlighted the CDM Monthly Memorandum Update at this time and as follows:

Task Order No. 12. – Storm Water Modeling and System Evaluation Phase - Field visits were conducted on April 16 and May 5, 2009 to collect high water mark data. It was reported, May rainfall averages to-date are below average and short duration heavy rainfalls are needed to get the high water data necessary to do calibrations.

Task Order No. 15 – 2008 Greenfield Place Storm Sewer Replacement - CDM has been communicating with the Township staff on various aspects of the project but have not had any further discussions and were waiting for further input from the Township before assisting the Board in making a determination on how to proceed with the project.

Task Order No. 16. Greenfield Place Storm Sewer Repair, Miscellaneous Support – It was noted, CDM had began tracking the assessment letters sent to the affected residents regarding the Project, as well as, any objection letters received back from residents. Out of the 617 assessment letters sent, 498 letters had been successfully delivered with 90 letters being returned unclaimed, 19 unable to be forwarded or undeliverable as addressed, 2 letters (certified) being refused, and 8 not being returned as of yet. There have been 23 objection letters received from residents to date, as well.

It was also reported CDM had responded via telephone, to 19 residents' inquiries regarding the Greenfield Place project.

The Board continued with a discussion about the alternative solution which was presented to the DRSWD by the Deerfield Township Trustees in remedying the Greenfield Place Storm Sewer repair and agreed the District needs to continue on with the process which has begun while also considering the new direction this project may take.

Task Order No. 17. – 2009 General District Support Services – CDM provided the Township Trustees with a list of the current activities of the District prior to their work session meeting on April 23, 2009 and of which the District Board did attend and will now be attending on a quarterly basis.

CDM also reported on various first response assistance provided to residents with drainage issues and handled some billing inquiries and billing database updates with Warren County per the Board's approval at the April 14, 2009 meeting.

Task Order No. 18. – 2009 Private Drainage Problem Investigation Support – Residents Bill and Lizbeth Lehrian, 6707 Spring Mist Court, were contacted regarding a drainage problem on their property and instructed to complete a RFA form and submit it

to the District Board for consideration and ranking for assistance. A field visit was conducted at the Abbinante property located in Hunter's Green subdivision.

Task Order No. 20. – 2009 NPDES Phase II Compliance Services – CDM began working with the Warren County's Engineers' office in obtaining up-to-date- GIS mapping information of the Township's storm system for inclusion in the mapping efforts. A preliminary review of permit requirements and internal task scheduling has begun for 2009 Phase II compliance requirements.

A copy of CDM's monthly memorandum is attached for complete detail.

Regional Storm Water Collaborative: The necessary funding has been secured to proceed with the StormCenter project. Holly Utrata Holcomb of Hamilton County is currently reviewing the contract and a television station which will air these segments is being considered and may possibly go through a competitive bidding process although not being required to do so, the Collaborative has been requested to do so by contributors.

A letter was received from the American Concrete Association whereas there was a mailing sent to the Greenfield Place property owners asking their opinion regarding utilizing their products for the storm sewer replacement project.

DFT/SWD Communications: No further communications have taken place since the two boards met at the Deerfield Township Board of Trustees work session on April 23, 2009.

NEW BUSINESS None noted.

COMMENT FROM BOARD MEMBERS None noted.

RESOLUTIONS

Mr. Albers presented the following previously adopted resolutions: Resolution No. 2009-15, Approve and submit the Phase II, NPDES Annual Report for 2008, Year 6, Resolution No. 2009-16, Approve providing \$100.00 expenditure to Pillar Insurance for Secretary/Treasurer bond; Resolution No. 2009-17, To elect Tim Greive as Secretary Pro Tem at the Special Meeting of March 31, 2009; Resolution No. 2009-18, To adopt the Resolution of Necessity for the Greenfield Place Project; Resolution No. 2009-19, Accepting and approving payment of the monthly invoices as presented; Resolution No. 2009-20, Authorizing Cathy Herrick to record 15 temporary and permanent construction easements with the Warren County Recorder and issuing \$676.00 in recording fees for same and a \$1.00 recording fee for the Resolution of Necessity to be recorded with the Warren County Auditor; Resolution No. 2009-21, Authorizing notification by publication in a newspaper of general circulation to those property owners whose assessment letters were returned undeliverable; Resolution No. 2009-22, Authorizing

Deerfield Regional Storm Water District
Board of Trustees Regular Meeting, May 12, 2009

payment for street sweeping of the dedicated streets within Deerfield Township; Resolution No. 2009-23, Accepting and approving Amendment No. 2, to CDM Task Order No. 15, between Owner and Engineer, not to exceed the sum of \$41,310.00; Resolution No. 2009-24, Accepting and approving Amendment No. 1, to CDM Task Order No. 17, between Owner and Engineer, not to exceed the sum of \$12,200.00; Resolution No. 2009-25, Accepting and approving CDM Task Order No. 20 between Owner and Engineer in the sum of \$69,250.00; Resolution No. 2009-26, Approving any monies received back from WCPO from funds paid for the 2008 StormCenter Project, upon receipt, shall be donated back to the 2009 StormCenter Project by way of the Regional Storm Water Collaborative; Resolution No. 2009-27, Approving execution of the 2009 Engagement Letter with Balestra, Harr, & Scherer, LLC; Resolution No. 2009-28, Accepting and Approving membership renewal with CORD in the sum of \$150.00; Resolution No. 2009-28, Agreement to enter into an agreement for web site design and maintenance services between the District and Susan Berger for a period of (1) one year; Resolution No. 2009-29, Electing Tim Greive as Secretary Pro Tem for the purposes of the April 14, 2009 meeting; Resolution No. 2009-30, Adjournment into Executive Session; Resolution No. 2009-31, Adjusting the pay of Administrative Assistant by \$1.00 per hour based on performance; Resolution No. 2009-32, Approving the Basic Financial Statement prepared by Balestra, Harr, & Scherer, LLC for the years ending 2008 & 2007 and to further execute the Engagement Application form contracting their services; Resolution No. 2009-33, To proceed with following up on the inkind services with Charles H. Hamilton Company and ADS and to explore the legal aspects of contracts and engineering details associated with same.

MOTION FOR ADJOURNMENT

- **Action Taken/Required:** Walt Daniels motioned, seconded by Tim Greive, to Adjourn at 7:47 p.m. Vote: All Yes.

Next Regular Meeting: June 9, 2009

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

Attest:

Deerfield Regional Storm Water District
Board of Trustees Regular Meeting, May 12, 2009

Travis Fliehman, Secretary/Treasurer