

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

August 5, 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
Attorney:	Eric Luckage, Esq., Albers & Albers
Engineering Consultant:	Chris Calpin, Andrew Bohlen, CDM
Admin. Asst.	Cathy Herrick
Public Members:	Kelly Green, Darrin Ashworth

APPROVAL OF MINUTES

The Regular Meeting Minutes of July 14, 2009 were tabled until the September 8, 2009 regular meeting.

REPORTS OF BOARD, AND COMMITTEES

Treasurer's Report: None reported.

Review of Monthly Invoices and Time sheets/Expenses:

Ms. Herrick presented the expenses for July as follows:

Payment of the Expenses:

- CDM, T.O. #17, Inv. #80321369/6, \$4,583.67;
- CDM, T.O. #18, Inv. #80321383/5, \$8,995.00;
- CDM, T.O. #20, Inv. #80321373/5, \$1,600.00;
- Albers & Albers, Inv. #11185, \$4,273.50;
- Susan Berger, website design, \$62.50;
- Cincinnati Bell, voicemail, \$34.38;

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- Minuteman Press, Inv. #83045, \$7.70.

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

SPECIAL ORDERS: None.

PUBLIC FORUM: Kelly Green and Aaron Ashworth addressed the Board with a previously presented drainage problem which affects their private property. The District had directed CDM to do a field investigation and prepare possible suggested solutions to the Landen Drive problem which were presented to the residents as well as, a copy of the Deerfield Township Trustees' philosophical position with respect to the District activities. The District was asked not to utilize funds on private property for construction purposes as it relates to improvements made on private property. Ms. Green asked that the District present this particular situation to the Deerfield Township Trustees for consideration as it was a multi-property problem with unique circumstances. The District Board suggested Ms. Green ask to be placed on the Township Trustees agenda for their next meeting and make her presentation directly to them regarding this drainage issue. Further discussion was conducted regarding the level of service which the District could perform and the point was raised that further discussion with the Deerfield Township Trustees was needed to more clearly set out the perimeters of the District's scope of assistance.

UNFINISHED BUSINESS AND GENERAL ORDERS

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 - The models have been calibrated utilizing the data collected on June 25, 2009. Reports from June 4, 2009 and June 25, 2009 were presented indicating the variances of data collected.

Task Order No. 16. Greenfield Place Storm Sewer Repair, Miscellaneous Support
The District received a copy of the letter from Deerfield Township (dated July 15, 2009) which was sent to all affected residents of the Greenfield Place Storm Sewer Repair Project indicating the Project would begin on July 23, 2009 and be completed by August 27, 2009 (weather permitting).

CDM and Albers & Albers had prepared a draft revoke assessment letter to be sent to those properties who previously received an assessment letter from the District and indicating that due to the current in-kind agreement with the contractor, the assessment would not now be necessary in completing the Project.

- **Action Taken/Required:** By agreement of the Board, CDM shall proceed with sending the aforementioned revoke assessment letter with the change indicated and same being, to remove the last two sentences from the second paragraph of the letter.

Task Order No. 17. – 2009 General District Support Services – Chris Calpin, Tim Greive and a representative from Warren County Soil and Water Conservation District conducted an erosion education meeting on Wednesday, July 15, 2009, with the Landen CSA. It was noted, the meeting was very beneficial and informative.

- **Action Taken/Required:** Tim Greive suggested CDM begin creating a draft task order to address sediment and erosion issues within the Landen Lake area.

Billing Assistance – CDM worked with Deerfield Township to secure plan information on new projects/developments within the Township to determine the proper ERU values to be placed on these projects for billing purposes. It was determined there were several current accounts which were inadvertently over/under charged improper amounts due to their development plans and the actual final development varying. Six letters were prepared to correct these accounts and were presented for the Board's consideration. There were three (3) accounts which were overpaid and three (3) which were determined to be undercharged upon recalculating their ERU's.

- **Action Taken/Required:** Walt Daniels motioned, second by Tim Greive, authorizing CDM to act upon the letters prepared to correct the following accounts: 5100 Socialville-Foster Road, Acct. #0324246, credit in the sum of \$62.12; 9349 Waterstone Blvd., Acct. #0332027, credit in the sum of \$30.20; 5150 Socialville-Foster Road, Acct. #0324238, billing of back fees in the sum of \$23.79; 5160 Socialville-Foster Road, Acct. #0324248, billing of back fees in the sum of \$91.50; 8050 Arbor Square Drive, Acct. #0324240, billing of back fees in the sum of \$84.19; and 5246 Social-Foster Road, Acct. #0308473, issuing a refund check to correct an over-billed amount in the sum of \$2,280.67.
Vote: All Yes.

First Response to Messages - CDM made first response contacts with the following calls received by the District: Lee Wallace regarding a clogged storm sewer inlet; Nicholas Hendricks regarding the Greenfield Place assessment; Linda Gatchell regarding the Greenfield Place assessment, Pete Georgeton regarding a muskrat problem; Bob Altbaier regarding blocked storm pipe; Jeff Sherby regarding flooding issue on Bugle Court, and Angela Ephron regarding animals living in storm sewer system along South Shore Drive.

Delinquent/Inactive Utility Accounts - CDM compiled a list of delinquent accounts owing storm water fees on said accounts. A letter was also prepared to be sent to the account holders informing them of said delinquency and advising of impending certification to their property tax bills if the account is not brought to a current status prior to the August 21, 2009 deadline.

- **Action Taken/Required:** Tim Greive motioned, second by Walt Daniels, to authorize CDM to proceed with mailing the delinquent storm water fee account letters as presented with the removal of the word, “next” located in the last sentence of the second paragraph of the letter. *Vote: All Yes.*

Phase II NPDES Compliance – A letter was received from the OEPA, by Larry Weis, Deerfield Township Public Works Director, indicating that the District was not in full compliance reflected by the submission of the District’s Annual Report and with respect to the Illicit Discharge Detection & Elimination mandates. CDM was attempting to prepare a response to the letter and had prepared several options for consideration of the Board regarding the same. A discussion regarding this information ensued.

- **Action Taken/Required:** Tim Greive suggested CDM contact Larry Weis and inquire as to whether the response letter to the OEPA should be sent on Deerfield Township’s letterhead or the District letterhead.
- **Action Taken/Required:** Tim Greive motioned, second by Walt Daniels to authorize sending the response letter to the Ohio EPA, utilizing letter option “C” with Chris Calpin of CDM, acting as the administrator and authorizing him to sign on behalf of the District, and on the appropriate letterhead to be determined between Mr. Calpin and Mr. Weis. *Vote: All Yes.*

Task Order No. 18. – 2009 Private Drainage Problem Investigation Support – The current activity as reported, was addressed during the public forum portion of the meeting.

Task Order No. 20. – 2009 NPDES Phase II Compliance Services – SWMP (Storm Water Management Plan) CDM is in the process of compiling information to be utilized in drafting Memorandums of Understanding to be used between the District and each partner agency of the District.

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

Regional Storm Water Collaborative: It was reported all members of the RSWC are in agreement that the Hamilton County Soil and Water Conservations District shall be the primary signer on the Storm Center Project and shall collect and hold all funds for same. It was also noted, an application had been submitted to the OEEF for additional funding to assist in supporting the Storm Center Project.

DFT/SWD Communications: None noted. The Board agreed they would like to setup a meeting with the Deerfield Township Trustees to discuss activities of the District, possibly on a date in September. Mr. Calpin advised, the next quarterly meeting is scheduled for the District's attendance is on October 22, 2009.

- **Action Taken/Required:** The Board requested Chris Calpin speak to Deerfield Township and attempt to arrange a meeting between the two Boards sometime during September and advise the District Board of same.

NEW BUSINESS None noted.

COMMENT FROM BOARD MEMBERS None noted.

RESOLUTIONS None noted.

MOTION FOR ADJOURNMENT

- **Action Taken/Required:** Walt Daniels motioned, seconded by Tim Greive, to Adjourn at 8:30 p.m. Vote: All Yes.

Next Regular Meeting: September 8, 2009

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

Attest:

Tim Greive, Acting Secretary/Treasurer