

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

April 6, 2010

CALL TO ORDER

President Tim Greive called the meeting to order at 6:35 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG

ATTENDANCE

Those present at the meeting were:

Board Members:	Tim Greive, Benjamin Yoder, William Lantry
Attorney:	Eric Luckage, Esq., Albers & Albers
Consultant:	Andrew Bohlen, CDM
Administrative Assistant:	Cathy Herrick
Public Members:	Colleen Hammond, Joe Hammond, Dave Moggenburg, Sue Wiseman, Fred Fritz, Nancy Hagenschneider, Jerry Hagenschneider, Tom Yachman, Bob Becker, Mary Beth Daugherty

APPROVAL OF MINUTES

The Regular Board Meeting minutes of March 2, 2010 and the Special Meeting minutes of March 30, 2010, were presented for approval.

- **Action Taken/Required:** Ben Yoder motioned, seconded by Tim Greive to accept and approve the Regular Board Meeting minutes of March 2, 2010, as presented. *Vote: All Yes.*

- **Action Taken/Required:** Ben Yoder requested the Special Meeting minutes of March 30, 2010, be tabled until the next regular meeting of May 4, 2010.

REPORTS OF BOARD, AND COMMITTEES

Treasurer's Report: Mr. Yoder reported the District's cash beginning balance as of March 2, 2010 was \$509, 859.45. Cash receipts for the month were \$66,902.52 which consisted of \$66,808.99 in storm water fees and interest earnings of \$111.53. Cash

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disbursements totaling \$23,014.08 were reported and the ending cash balance as of March 31, 2010, was \$553, 654.36.

Mr. Yoder advised the Board of the need to notify the public that the Final Basic Financial Reports for 2008 and 2009 have been completed and approved and available for inspection, upon request.

- **Action Taken/Required:** Ben Yoder motioned, seconded by Bill Lantry to approve publishing notification to the public of the completion and approval of the District's Basic Financial Statements for the years ending December 31, 2008 and December 31, 2009, and placing said ad in a local publication of general circulation. *Vote: All Yes.*

Mr. Yoder then presented the expenses for March, 2010, as follows:

Payment of the Expenses:

- CDM, T.O. 12, Inv. No. 803400013/17, \$2,706.29;
- CDM, T.O. #20, Inv. No. 8040019/13, \$8,970.00;
- CDM, T.O. # 22, Inv. No. 80340017/2, \$2,800.00;
- Albers & Albers, Inv. #11381, \$5,716.50;
- Warren County Water & Sewer, Inv. No. 10-25, District 15, \$527.50;
- Warren County Water & Sewer, Inv. No. 10-30, District 2, \$273.00;
- Minuteman Press, Inv.85602, \$26.25;
- Cincinnati Bell, monthly voicemail, \$33.98;
- Hartsock's Awards, Inv. No.10031037, \$15.00;
- Susan Berger, web maintenance, \$18.75;
- Susan Berger, reimbursement for web hosting, \$56.72;
- Cathy Herrick, Wages March, 2010, \$629.00;
- Cathy Herrick, Expense reimbursement, \$75.65.

- **Action Taken/Required:** Tim Greive motioned, seconded by Ben Yoder to accept and pay the invoices for March, 2010, as presented. *Vote: All Yes.*

SPECIAL ORDERS None noted.

COMMENTS FROM GENERAL PUBLIC - Colleen Hammond, 6900 Plainview Drive, addressed the Board on behalf of all the homeowners on Plainview Drive. It was noted, all residents are experiencing water problems possibly caused by new developments being constructed around Plainview Drive. These flooding issues have been a reoccurring problem and Warren County, Deerfield Township and the District have been previously made aware of the residents' concerns. The Butler County Engineers were

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planning to install sanitary sewers in that area. The Warren County Engineers were planning a road improvement project there as well. It was hoped that ditches and culverts would be included in such improvement projects as there are currently no drainage ditches located on the twelve (12) properties on Plainview Drive.

Andrew Bohlen reported this situation was addressed previously by the District and Deerfield Township beginning back in July, 2007. Deerfield Township submitted a Request for Assistance to the District which resulted in a resolution by the Board, to expend up to \$5,000.00 payable to Deerfield Township for the road improvement project. Deerfield Township's Public Works Department submitted plans to the Warren County Engineer's office for approval but, the project was placed in a hold status in November of 2007, pending Butler County's proposed installation of sanitary sewers in the area. With the understanding that the County would be undertaking this project, it was removed from the top of the District's project list and the District moved on to address the Greenfield Place Storm Sewer Repair Project which was ranked next in line.

- **Action Taken/Required:** By agreement of the Board, Andrew Bohlen shall contact the Warren County Water & Sewer Department and inquiry as to the status of the sanitary sewer project. Also, Mr. Bohlen shall do a site investigation of the area utilizing funds allocated in Task Order No. 23 and report his findings back to the Board for their review. Mr. Bohlen shall also do an estimate of the costs to incorporate and extend the Plainview Drive area into the storm water model.

UNFINISHED BUSINESS AND GENERAL ORDERS

CDM Update:

Task Order No. 20 – 2009 NPDES Phase II Compliance Services – CDM finalized and submitted the 2009 Annual Report to the Ohio EPA on behalf of Deerfield Township, the NPDES Phase II permit holder.

Task Order No. 22 – 2010 General District Support Services – CDM and Dan Corey, Deerfield Township Trustee, made their presentation at the Ohio Storm Water Management and Drainage Conference on March 2, 2010. The presentation was entitled, “SWMM Modeling & How a Township is using it to Prioritize Projects in a Regional (ORC 6119) Storm Water District”.

Billing Assistance - Joel Smiddy, Parks and Recreation Director for Deerfield Township requested figures showing the impervious area delineated for each park within Deerfield Township. CDM provided a list containing the information for Cottell Park, Fleckenstein Park, Kingswood Golf Course Landen Deerfield Park and Minard Memorial Park.

During on-going quality assurance and quality control with regard to billing, CDM identified several properties which had not been entered into the storm water billing database upon completion of their construction and now required back billing for user fees. Mr. Bohlen indicated he would be sending these Deerfield Township commercial properties letters advising of the fee and the implementation of same prior to taking action in billing. Also identified was an account for St. Margaret of York which was being double-billed in error and would require a refund or credit.

- **Action Taken/Required:** Tim Greive motioned, seconded by Ben Yoder to approve issuing a credit to St. Margaret of York, Account No. 0305595, in the sum of \$69.50 and representing reimbursement for the double-billed amount erroneously charged to this account. *Vote: All Yes.*

First Response to Messages – CDM responded to several telephone calls received by the District during the month including storm water billing questions and requests for assistance with various storm water issues.

Mr. Bohlen reported the District had just received two new Requests for Assistance which had not yet been reviewed. By agreement of the Board, no further discussion of these requests was conducted at this time until the requests could be further investigated. A discussion ensued regarding ranking of these projects and the District's Code of Regulations.

- **Action Taken/Required:** The Board asked Mr. Bohlen to gather all Requests for Assistance received by this District to-date along with any site investigations completed for each and asked that he email or mail the information to the Board members so they could review these requests and decide if there are any to eliminate or any to recommend for the District to take action upon in accordance to the guidelines and regulations of the District.

Task Order No. 23 – 2010 Private Drainage Problems Investigation Support – CDM prepared a summary of previous activity and discussions of the District Board with regard to the Plainview Drive drainage issues and for reference of the Board.

A copy of CDM's monthly report is available in its entirety for review.

DFT/SWD Communications – Ben Yoder advised he had spoken with Dan Corey regarding the recent Work Session conducted by the District and the idea of hiring an Administrator for the District. Mr. Yoder also advised he had given a copy of the Ohio Attorney General's opinion to Mr. Tom Swope, Counsel for the Deerfield Township Board of Trustees, regarding easements as to whether they are private or public.

Mr. Yoder also reported he had spoken to Mike Quinn of the Landen CSA and advised Mr. Quinn that the Board was in the process of standardizing the District's Code of Regulations.

NEW BUSINESS

2010 Storm Water Conference - Tim Greive said he had spoken to Harry Stark, organizer of the conference to be held June 10 and 11, 2010, and advised the District was interested in being a sponsor, as well as, attending the conference.

- **Action Taken/Required:** Tim Greive motioned, seconded by Ben Yoder approving sponsorship of the 2010 Storm Water Conference being held on June 10-11, 2010, at the bronze level in the amount \$850.00 and for the purposes of public welfare by education of the Board and the community in all aspects of storm water management. *Vote: All Yes.*

Proposed 2010 Street Sweeping - Larry Weis, Public Works Director for Deerfield Township, submitted a proposal to the District for two (2) street sweeping services for the Township's dedicated streets for Spring and late Summer/Fall of 2010. The current proposal was quoted at approximately \$20,000.00 for both service periods but, it was noted there may be additional charges for dumping fees. The Board agreed that prior to a new MOA being created; Tim Greive would contact Larry Weis to investigate the total estimated costs to complete the project. He would then relay his findings to Eric Luckage for the preparation of a new MOA and to the Board for their final approval.

Code of Regulations Amendment Discussion - The District Board conducted a Work Session on March 30, 2010, at the offices of CDM to discuss the District's Code of Regulations and possible modifications to the same to better suit the needs of assisting the public in solving storm water issues. It was agreed; each member of the Board would further review and prepare suggestions to fine tune the Code of Regulations and particularly Chapter 4, Page 3 containing the definitions.

COMMENT FROM BOARD MEMBERS Ben Yoder suggested moving the Public Forum section of the Board meetings' agenda to the beginning of the meetings in an effort to more efficiently expedite the meetings.

- **Action Taken/Required:** By agreement of the Board, the Public Forum section of the District's agenda, shall be moved up to Item "B" of the agenda henceforth.

RESOLUTIONS Eric Luckage presented the following previously adopted resolutions: Resolution No. 2010-12, Approving and accepting payment of the March 2010, invoices as presented; Resolution No. 2010-13,

MOTION FOR ADJOURNMENT

- **Action Taken/Required:** Tim Greive motioned, seconded by Ben Yoder, to Adjourn at 10:00 P.M. *Vote: All Yes.*

Next Regular Meeting: May 4, 2010

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

Attest:

Benjamin Yoder, Secretary/Treasurer