

**MINUTES OF THE
MERRILLVILLE STORMWATER MANAGEMENT BOARD MEETING
TUESDAY, JUNE 5, 2012**

President Bud Crist called the June 5, 2012 Merrillville Stormwater Management Board (SWMB) meeting to order at 4:35 p.m. Members in attendance were Barbara Ghoston and Dorinda Gregor. Staff present were Executive Director Matt Lake, Compliance Officer Joe Fish, Jon Derwinski from Robinson Engineering, Karl Cender from Cender & Company, Attorney James Meyer and Secretary Liz Bushemi. Also present was Karen Caffarini from the *Post-Tribune* and Town Administrator Howard Fink for a brief time.

Included in the agenda packet was a copy of the minutes from the May 1, 2012 SWMB meeting. Barbara Ghoston made a motion to approve the minutes from the May 1, 2012 meeting, and it was seconded by Dorinda Gregor; there were no questions or corrections, and the motion was approved and unanimously carried.

Also included in the agenda packet was the current appropriation report and accounts payable registers. Mr. Crist pointed out that there was a double payment of \$850 made by the Clerk-Treasurer to The Bank of New York Mellon on the May 22, 2012 report, and the Clerk is working to recover the funds. Dorinda Gregor made a motion to approve the accounts payable registers from May 9, 2012 and May 22, 2012, and it was seconded by Barbara Ghoston; there were no questions, and the motion was approved and unanimously carried. Mr. Crist also stated the balances in the Stormwater general fund and construction fund.

OLD BUSINESS

Mr. Crist said the office received the completed drawings of the new building, and they are working with Skillman Corporation before contracts are ready for bid. He said that June 20, 2012 is the final Board of Zoning Appeals (BZA) meeting for the Stormwater subdivision approval, and he will attend the meeting. There is additional parking on the final drawings, and he is working with the American Legion regarding more parking.

He said both he and Matt Lake went to the 54th Court project today and the project is underway. There was a nice groundbreaking on May 25, 2012, and it is one of the first major construction projects scheduled this year.

Regarding the Taft Street project, they are looking for the project to be bid soon. He showed the members the Army Corps of Engineers permit (1½" thick), which is very extensive. Dorinda Gregor asked if NIPSCO has to go through the same permit process for its gas line project at 97th Avenue, and Matt said only if it affects wetlands.

Matt Lake said the Arbor Day event on May 11, 2012 was a success. Stormwater secretary Liz Bushemi secured five (5) tree donations for the town from local vendors for planting at the Pruzin Center, and Matt secured the donation of signage for the trees from B & H Technical Services of Merrillville. Children from the local elementary schools enjoyed the day's activities and helping planting trees, and local press attended the event.

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Regarding the MS4 State Annual Conference, Matt said he was pleased that all three (3) Board members were there, along with Councilwoman Chrissy Barron and Jon Derwinski. Matt presented on our Stormwater Ordinance and low impact development, and he served on a plan review panel. Barbara Ghoston and Dorinda Gregor said Merrillville is advanced compared to other communities. Matt hopes to schedule other presentations for the future. The Indiana Department of Environmental Management (IDEM) asked Matt to remain on the MS4 Annual Meeting Committee for 2013.

Matt gave an update on various projects and said First Group Engineering is continuing the survey/design work on the 54th Avenue Line Replacement Project. The design of the Taft Street drainage improvement project is 95% complete, and a pre-bid meeting will be held soon. He and Bud attended the AFL-CIO wage determination hearing in Crown Point on Monday, June 4, and wages were set for the Taft Street project, the Stormwater building and any Merrillville projects. Wages determined are good for three months; he told Howard Fink the scale can be used if the town does any construction at Town Hall.

Summer interns have been hired by Public Works for labor, and they are clearing and snagging trees for the Taft Street project. Stormwater's interns, Ben Williams and Paige Wilson, started last week and are working on a street tree inventory for matching a grant, they will be developing brochures and working on the tax sale parcel list.

Matt said he is working with the Canadian National Railway to design and install a new culvert near 63rd and Waite Street. He also said the PIMA lift station has caused pursuing additional enforcement for impacts to stormwater and implementation of corrective actions. He said Compliance Officer Joe Fish has been using the ticket books and issuing citations, inspecting sites and enforcing the ordinance through different scenarios. A new stop work order form was also designed and will be used by Joe Fish.

Regarding the new Federal Emergency Management Agency (FEMA) flood zone maps, he is working to get a lower insurance rate for flood insurance for residents of the town by applying for the FEMA Community Rating System. More information is available online on FEMA's website.

Matt said the Lake/Porter County Regional Stormwater Coordination group has been meeting and will meet again on June 28th. He is also working with Chuck Stojakovich at Merrillville Conservancy District (MCD) on a pilot study of stormwater disconnects and stormwater getting into sanitary sewer lines. A waterway sign program is underway, and Robinson Engineering will pay for the signs showing which watersheds that local water bodies are in. Matt completed mapping of hydrants for the Merrillville Fire Department and put the data in their computer system. The Stormwater mapping validation project has been halted temporarily while the Stormwater budget is being adjusted.

Matt and Joe Fish will make a presentation at the Indiana Association of Floodplain & Stormwater Management (INAFSM) conference on September 12 and said this is a good conference for Stormwater Board members to attend. Their session will be on implementation and an effective MS4 Enforcement Program. Their abstract was submitted and accepted by INAFSM. The group studies water quality and water quantity issues.

Matt said Bud Crist's grandson, Mason, served as "Executive Director" for Stormwater at the May 22, 2012 "Municipal Day" Town Council meeting and gave a report on Stormwater activities and did a nice job.

Matt graduated from the Indiana Watershed Leadership Academy on May 23, 2012, along with the Porter County Surveyor, who is also a member of the Academy.

Matt said Arborist Lindsey Purcell will come to Merrillville and hold a workshop here on proper tree trimming.

NEW BUSINESS

Bud Crist said Merrillville Police Chief Joe Petruch is getting a new vehicle, and Stormwater wants to purchase his 2007 Crown Victoria vehicle for the executive director for \$5,000; the 2003 Chevrolet Impala that Matt has been driving will be used by the interns for the street tree inventory. Barbara Ghoston made a motion to purchase the 2007 Ford Crown Victoria vehicle for \$5,000, and it was seconded by Dorinda Gregor. There were no questions, and the motion was approved and unanimously carried.

Bud said that he, Executive Director Matt Lake and Councilwoman Chrissy Barron conducted a performance appraisal on Liz Bushemi on May 30, 2012, and he recommended that her salary be adjusted to the \$30,000 approved in the 2012 Stormwater budget. Dorinda Gregor made a motion to increase the salary for Liz Bushemi to \$30,000, and it was seconded by Barbara Ghoston. There were no questions, and the motion was approved and unanimously carried.

ANNOUNCEMENTS

Since the town's Independence Day Parade has been moved to Tuesday, July 3, in the evening, discussion was held about moving the monthly meeting to another date. Everyone agreed that the next Stormwater meeting will be held on Monday, July 9, 2012, at 4:30 p.m. at the Town Hall. Mr. Crist said he will check on the availability of Public Works staff to drive Stormwater vehicles like they did last year.

Mr. Crist asked Attorney Meyer about the legalities of a bid opening at a public meeting, and Mr. Meyer said bids must be opened at a public meeting and then can be taken under advisement for review and recommendation as long as one Board member is present.

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Barbara Ghoston complimented Matt Lake on his presentation at the Indiana MS4 Annual Conference. She said he did an excellent job with his PowerPoint presentations. She was glad to attend her first Stormwater conference and hopes to attend future Stormwater conferences. Bud said that Merrillville Stormwater Utility has surpassed the Carmel and Hamilton County stormwater offices. The Environmental Protection Agency (EPA) said Merrillville is setting great example and thanked Merrillville for its leadership. EPA and the state see Merrillville as a strong stormwater team.

Dorinda Gregor made a motion to adjourn, and it was seconded by Barbara Ghoston. The meeting was adjourned at 5:05 p.m.

Respectfully submitted,

Liz Bushemi
Secretary