

**MINUTES OF THE
MERRILLVILLE STORMWATER MANAGEMENT BOARD MEETING
TUESDAY, DECEMBER 3, 2013**

President Barbara Ghoston called the December 3, 2013 Merrillville Stormwater Management Board (SWMB) meeting to order at 4:30 p.m.; she welcomed everyone to the last SWMB meeting for 2013. The other members in attendance were Leonard White and Dorinda Gregor; a roll call was taken. Staff present was Executive Director Matt Lake, Compliance Officer Joe Fish, Attorney James Meyer, financial advisor Karl Cender and Secretary Liz Bushemi. Others present were Councilman Tom Goralczyk, Town Manager Bruce Spires, Bob Csanyi from Robinson Engineering and Karen Caffarini from the *Post-Tribune*.

Included in the agenda packet was a copy of the minutes from the November 5, 2013 monthly SWMB meeting. Leonard White made a motion to approve the minutes from the November 5 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 were copies of the accounts payable registers from November 12, 2013 and November 26, 2013 and appropriation reports for funds 626 and 627. Dorinda Gregor made a motion to approve the accounts payable registers from November 12 and November 26, 2013, and it was seconded by Leonard White. There were no questions, and the motion was approved and unanimously carried.

COMMENTS FROM THE PRESIDENT

Mrs. Ghoston thanked everyone for their patience at last month's meeting with her laryngitis. Her hope is that everyone will reach out to someone less fortunate this holiday season and enjoy time with family. She wished everyone well for the Christmas season.

OLD BUSINESS

Matt Lake showed everyone a picture of the Stormwater Resource Center taken today. There is a rain barrel in front of the building and said there will be a transformation in the spring outside at the new building. Pangere Corporation held a meeting yesterday, and they went through a punch list of items to complete. He said the staff will be packing and moving later in the week and an open house will be held later in the month.

Included in the members' packets was a copy of the Pangere Pay Request #3, which was recommended by Skillman Corporation to pay. Dorinda Gregor made a motion to pay The Pangere Corporation their pay request #3 in the amount of \$194,703.45, and it was seconded by Leonard White. There were no questions, and the motion was approved and unanimously carried.

Previously included in the members' packets were copies of the job descriptions for the two positions, office manager and part-time secretary. Matt said there have been more job responsibilities already added for all staff, and as we move forward, the two positions will benefit Stormwater Utility. He said the office manager position is a change from the current administrative secretary position with added responsibilities, and the part-time secretary will assist with routine tasks, help with workshops and work for Liz when she is not in the office. Mrs. Ghoston called for a motion to approve the two job descriptions. Leonard White made a motion to approve the two job descriptions, and it was seconded by Dorinda Gregor. There were no questions, and the motion was approved and unanimously carried.

Regarding the Joint Inter-local Cooperation Agreement with the Town of Winfield, Matt said he is still waiting for the town attorney to respond. He said he and Attorney Jim Meyer met with Attorney Castleton, but he has not received the document back from Attorney Bushemi. Once it has been received, it still needs to be sent to Pampalone Insurance and Bliss McKnight, the town's insurance carrier.

Matt said the Northwest Indiana Stormwater Advisory Group (NISWAG) still has not received a response from the Indiana Department of Environmental Management (IDEM) regarding new rules and regulations for MS4s in Indiana. He said more responsibilities will be added at the local level regarding Rules 4, 5 and 6, which may impact the current budgets.

Regarding the Southmoor Park project, Matt deferred to Bob Csanyi from Robinson Engineering, who said he will get together with Matt after the holidays, and the project will be done in the spring.

Regarding Madison Ditch, Matt said he walked the ditch from 67th to 68th Avenue since there are some properties that have had flood issues in the past. He is waiting on estimates for cleanup and maintenance of the ditch.

NEW BUSINESS

Included in the agenda packet was a copy of the proposed 2014 meeting schedule. Matt says he would like to keep meetings on the first Tuesday of every month, except for May and November because of elections this year. He asked for approval of the 2014 meeting schedule. Dorinda Gregor said National Night Out is typically held on the first Tuesday in August, and the August SWMB meeting may need to be re-scheduled. Dorinda Gregor made a motion to approve the 2014 meeting schedule as presented, but with consideration of the August meeting possibly being changed, and it was seconded by Barbara Ghoston. There were no further comments, and the motion to approve the 2014 meeting schedule with consideration that the August meeting may be changed was approved and unanimously carried.

Matt said he is working with Lake County Data Processing regarding Stormwater parcels to be included in tax bills for 2014, which must be submitted by December 31, 2013. He said it is a little more complicated because there are over 13,000 billable parcels now.

Regarding Turkey Creek, Matt said next year he will be working with the Lake County Drainage Board to conduct routine maintenance and stabilization at Turkey Creek. The creek runs from the end of Kaiser Ditch to Lake George. He will coordinate the Merrillville portion, and Lake County will pay for the maintenance.

The Indiana Department of Natural Resources Division of Forestry just notified Matt that Merrillville has again received Tree City USA status. He will coordinate with the Park Department again next year for Merrillville's annual Arbor Day event.

Matt is working with Town Manager Bruce Spires and IDEM regarding the quality of life in the town for the Clean Community Challenge. He said they will be addressing the town's goals and seek approval from IDEM. Councilman Tom Goralczyk asked about recycling, and Matt said any of the five (5) tasks can be recycling. Councilman Goralczyk said he will be checking with the school corporation about "going green", but he said the schools need to do a better job with recycling since they are only at about 20%. Leonard White hopes Waste Management will do better with schools, and he suggested that Waste Management be called in for the educational component. Matt also said he is looking at natural gas, and he feels alternative fuels is something the town should look into.

OTHER BUSINESS

Mrs. Ghoston encouraged everyone to continue to bring their bottle caps to the town hall to help get two (2) free benches for the 54th Court rain garden. She said the town is close to reaching its goal for the two benches.

PUBLIC COMMENT

None.

ANNOUNCEMENTS

The next meeting is scheduled for Tuesday, January 7, 2014, at 4:30 p.m. at the new Stormwater Resource Center.

Dorinda Gregor made a motion to adjourn, and it was seconded by Leonard White. The meeting was adjourned at 4:52 pm.

Respectfully submitted,

Liz Bushemi
Staff Secretary