

**MINUTES OF THE  
MERRILLVILLE STORMWATER MANAGEMENT BOARD MEETING  
WEDNESDAY, MAY 4, 2016**

President L.J. “Bud” Crist called the May 4, 2016 Merrillville Stormwater Management Board (SWMB) meeting to order at 4:32 p.m. The pledge of allegiance was said. The other members in attendance were Barbara Ghoston and Ralph Simek. A roll call was taken, and a quorum was established. Staff present was Executive Director Matt Lake, Attorney James Meyer, financial advisor Karl Cender and secretary Liz Bushemi. Others present were Town Manager Bruce Spires and Dolores Flaska.

**COMMENTS FROM THE PRESIDENT**

Bud Crist said that he and Joe Fish have been out looking at flooding “hot spots”; he also has been out at the Ross Meadow Farms project, and said it looks good and the neighbors are happy with the project.

**MINUTES**

Included in the agenda packet was a copy of the minutes from the April 5, 2016 SWMB meeting. Ralph Simek made a motion to approve the minutes from the April 5, 2016 SWMB meeting, and it was seconded by Barbara Ghoston. There were no questions. A voice vote was taken, and all members voted to approve the minutes from the April 5, 2016 meeting, and the motion unanimously passed with a 3/0 vote.

**ACCOUNTS PAYABLE REGISTERS APPROVAL**

Also included in the agenda packet was a copy of the accounts payable registers from April 12, 2016 and April 26, 2016. Barbara Ghoston made a motion to approve the accounts payable registers from April 12, 2016 and April 26, 2016, and it was seconded by Ralph Simek. There were no questions. A voice vote was taken, and all members voted to approve the accounts payable registers from April 12, 2016 and April 26, 2016, and the motion unanimously passed with a 3/0 vote.

**OLD BUSINESS**

Matt said the Ross Meadow Farms project is moving along; he met Al Walus, the construction observation engineer from Christopher Burke Engineering (CBBEL) there today, and residents said they were happy that the town stepped in to make the necessary improvements. He passed out pictures that he took while he was there and said Gough, Inc. should be done by the end of the month. Town Manager Bruce Spires said the road should be repaved next year. Matt also showed the members a sign that has been created for Stormwater Projects in Progress.

Matt gave an update on his meeting with Elizabeth Johnson from Congressman Peter Visclosky’s office, where he gave her a preview of what Stormwater Utility does and a copy of the Stormwater Master Plan. He told her that we are looking for funding to help with implementation of the Stormwater Master Plan and said she was receptive to looking for ways to help with federal funding for projects. He advised her of Stormwater’s submittal to the Little Calumet River Basin Development Commission and said he is still waiting on a response.

Matt said the Arbor Day Proclamation was approved by the Town Council on April 26<sup>th</sup>; this is a requirement for Tree City USA status, which he will submit to the Arbor Day Foundation. He said the Arbor Day event was held by the town Parks Department on April 29<sup>th</sup> at Pruzin Center.

Matt said the rain barrel pickup is scheduled for Tuesday, May 10<sup>th</sup>, from 3:00 to 6:00 pm at the Stormwater Resource Center.

### **NEW BUSINESS**

Included in the members' packets was a copy of Pay Request #1 from Gough, Inc. in the amount of \$49,597.24 for work done thus far on the Ross Meadow Farms project, along with the recommendation of Al Walus from CBBEL that it be approved. Barbara Ghoston made a motion to approve Pay Request #1 from Gough, Inc. in the amount of \$49,597.24, and it was seconded by Ralph Simek. There were no questions. A roll call vote was taken, and all three members voted to approve Request #1 from Gough, Inc. in the amount of \$49,597.24, and the motion unanimously passed with a 3/0 vote.

Matt said Robinson Engineering is working on plans for the Virginia Street project which was approved at the last SWMB meeting.

At each member's place was a copy of a new proposal for engineering services to investigate a drainage problem on Sunset Road in Forest Hills, a subdivision east of the Stormwater Resource Center. Matt explained to the members that water gets into a structure piped at the corner of the street, and the pipe is deteriorating; he said they are looking for a way to convey the water elsewhere, possibly to a detention pond or where Plymouth Road would have been, since it stays on the street. Robinson Engineering's proposal is to investigate the matter and complete a topographic survey and provide a solution in an amount not to exceed \$8,000.00. Mr. Simek asked why the 12" pipe is disintegrating, and Matt said the infrastructure was put in before Merrillville was a town. Matt said it's possible to establish an easement, but that would require approval by all the neighbors, or creating a new conveyance to accept the water and stay within the Plymouth Road right-of-way. But since those questions are not answered, Robinson Engineering would investigate the situation. Ralph Simek made a motion to approve Robinson Engineering's proposal for engineering services to investigate a solution on Sunset Road in an amount not to exceed \$8,000.00, and it was seconded by Barbara Ghoston. Mrs. Ghoston asked when the study would be completed, and Matt was not sure. She also asked when the project itself would be done, and Matt said we will have to assess Stormwater's financial situation. A voice vote was taken, and all three members voted to approve the Robinson Engineering proposal for Sunset Road in an amount not to exceed \$8,000.00, and the motion unanimously passed with a 3/0 vote.

Matt also said that he and Attorney Jim Meyer are working on a driveway culvert policy so residents understand this is a homeowner responsibility. Currently, the Public Works Department has an unofficial form. Matt said a lot of towns say the driveway culvert is owned by the homeowner, and Matt wants it in writing so it is clear to residents. He hopes the town will create an ordinance regarding the right-of-way permitting process since Stormwater comes into those situations all the time. Planning and Building Director Dorinda Gregor says the town has no policy at this time, and perhaps the town can come up with a policy on driveway culverts. Attorney Meyer said currently there is no mechanism for a person to get a permit, where a penalty would be imposed if the code enforcement officer determines there is a problem.

Matt said he was approached by Fire Chief Ed Yerga with a first draft disaster plan. Matt will review it with Attorney Jim Meyer as far as Stormwater is concerned regarding flooding. Town Manager Bruce Spires said the county has a response plan which was updated in 2006 from 1986, but it is only three pages. Chief Yerga wants input from department heads in order to form an instant command system. Matt said having an official disaster plan would also help the town when applying for grants.

Matt said they are looking at a drainage issue on Independence Street, where Robinson Engineering may have a proposal for next month's SWMB meeting. The town will resurface and mill the street next year.

Matt said he and Attorney Jim Meyer are finalizing the draft of the new fee ordinance, and that should be ready for next month's SWMB meeting.

### **OTHER BUSINESS**

Attorney Jim Meyer said he has been working with Matt and Robinson Engineering regarding Robinson's exhibits for the on-call engineering services contract, where a letter for each new project would be required. Matt said he is also having a contract drafted for the engineering firm of Butler, Fairman & Seufert (BF&S); Bud Crist asked about BF&S's fees, and Matt said they are all generally the same.

Mrs. Ghoston asked about an article that she read where the Northwestern Indiana Regional Planning Commission (NIRPC) gave Hobart some funding for a waterway project, and Matt said the funds were given for a small demonstration project. Mrs. Ghoston said she thought maybe Merrillville would have been a partial beneficiary since "water never ends". Matt said he is still waiting to hear from Indiana American Water regarding a grant for a rain garden at the Stormwater Resource Center.

Matt was told by Ed Rudd at Robinson Engineering that the map atlas is almost complete; Matt will share a copy once it becomes available.

Matt reminded everyone that the Independence Day parade is on Monday, July 4, 2016, and Matt or Bud will drive the Stormwater pickup, Joe will be asked to drive the camera truck, and Mike Mahy will be asked to drive the jet vac truck. SWMB members are invited to ride along and participate

**PUBLIC COMMENT** – None.

### **ANNOUNCEMENTS**

Mr. Crist said the next meeting is scheduled for Tuesday, June 7, 2016, at 4:30 pm at the Stormwater Resource Center.

Ralph Simek made a motion to adjourn, and it was seconded by Barbara Ghoston. The meeting was adjourned at 5:00 pm.

Respectfully submitted,  
Liz Bushemi  
Staff Secretary