



MEETING AGENDA
ALLIANCE OF DOWNRIVER WATERSHEDS
Technical / Public Education Committee Meeting

January 15, 2019

1:30 pm – 4:30 pm

Wayne County Offices
Wayne, MI

Allen Park
Belleville
Dearborn Heights
Ecorse
Flat Rock
Gibraltar
Grosse Ile Township
Lincoln Park
Melvindale
Riverview
Rockwood
Romulus
Southgate
South Rockwood
Sumpter Township
Taylor
Van Buren Township
Wayne County
Westland
Woodhaven
Woodhaven-Brownstown
School District
Wyandotte

1. Introductions

2. Review Agenda

3. Housekeeping

- a. 2018 Invoicing update
- b. Reimbursement package update
- c. 2019 Invoices to Members – Fund Balance Sufficient?
- d. MDEQ PPP, PEP, IDEP comments/responses

4. 2019 Work Planning/Brainstorming

- a. Coal Tar Education Plan Brainstorm/Approach
- b. Stormwater Management Plan
- c. ADW Leadership Communication
- d. 2020 Calendar
- e. Regional Stormwater Work

5. Updates

- a. Collaborative IDEP Submittal to MDEQ
- b. SAW B2 – GIS Mapping
- c. SAW C – Stormwater Standards
- d. SAW E – Concept Plans
- e. SAW Stormwater Utility Analysis
- f. NOAA GLRI Habitat Restoration Grant
- g. Identifying Regional Partnerships
- h. Monitoring Activities

6. Next Meeting

7. Adjourn



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Wayne County Offices
Wayne, MI

Attendees: Leah Groya, livingLAB; Ric Lawson, HRWC; Pam Labadie, HRWC; Rebecca Esselman, HRWC; Vicki Putula, OHM; Elizabeth Thacker, OHM; Valerie Novaes, OHM; Noel Mullett, Wayne County

1. Housekeeping

a. 2018 Invoicing Update

Last invoice from OHM Team will be going out this week with all 2018 effort. Final HRWC 2018 invoice via OHM to Wayne County will go out in February.

b. 2019 Financing Plan/Contracts

OHM presented on the 2019 Financing Plan with a focus on an initial draft of how to break the 2019 work up by agency. A handful of modifications will be made based on discussion and this will be the basis for the 2019 contract with the ADW as well as all of the sub contracts.

Ric and Noel should get their input on dollar amounts to OHM/Vicki no later than January 25th so OHM can move the contracts forward. OHM will also draft the sub team contracts so those are ready to go.

c. Reimbursement Package Update

The 2nd request to MDEQ for \$177K was paid by DEQ and is in ADW account. The next reimbursement request for 2018 effort needs to go in in order to maintain cash flow in the ADW account.

OHM will prepare and submit the next reimbursement package before the end of the month.

d. 2019 Invoices to Members

2019 dues letters/invoices are drafted and will go out to the members in the next few weeks.

e. **MDEQ PPP, PEP, TMDL Comments/Responses**

The ADW received comments back from the MDEQ via email over the holidays. There were no comments on the PPP, fairly minor comments on the PEP and a handful of comments on the TMDL. Discussion on responses to the TMDL comments took place resulting in Ric having direction to revise the TMDL with a focus on tying it back to the IDEP, PEP, Post Construction, etc.

- *Elizabeth Thacker will email the MDEQ and indicate ADW responses will be to the MDEQ by February 8th.*
- *Pam will revise the PEP and get it to Elizabeth Thacker to send to the MDEQ. Remove Brownstown Township as necessary.*
- *Ric will revise the TMDL and email it to the team for review/comment prior to Elizabeth sending it to the MDEQ. Remove Brownstown Township as necessary.*
- *Elizabeth provide Leah with revised .pdfs of each to post to the website.*

2. **2019 Work Planning/Brainstorming**

a. **Coal Tar Education Plan**

Rebecca Esselman, HRWC attended the meeting and gave an overview of latest developments related to coal tar and PAH levels. There are 15 communities that have local ordinances addressing PAH levels in sealants including two in the ADW (Van Buren Township and Grosse Ile). There is a new lawsuit in Minnesota where a number of communities have pulled together to sue the tar manufacturers related to the increased costs of disposing of sediments that contain PAH. HRWC has a number of resources that they've developed that the ADW could tap into including a brochure that could be customized for education, template ordinance, and template resolutions for communities to resolve not to use coal tar on their properties. There was an effort to encourage state legislators to act on this that didn't get far but could get further with more local support.

Discussion took place regarding most effective way to use the ADW budget set aside for this topic in 2019 and 2020 which resulted in the action items below.

- *HRWC will take the lead on organizing a webinar on the topic for Spring 2019. Webinar hosted by ADW/HRWC and look to include Matt Best on panel for local perspective.*
- *HRWC develop marketing materials/plan to encourage webinar participation from ADW member communities, ADW partners, etc. including municipal leadership, environmental commissions, planning commissions, etc.*
- *HRWC will look into including polling on the webinar in order to help understand ADW interest in resources, moving forward, etc.*
- *HRWC will send a draft of the webinar to the PE Tech team for review/comment.*

b. **Stormwater Management Plan**

The plan must be completed in 2019. OHM will develop a draft Table of Contents/Framework for the plan for review and discussion at the February PE/Tech meeting. Goal is to have a draft SWMP by October 1st.

c. **ADW Leadership Communication**

This will be discussed in more detail at the February PE/Tech meeting. Initial ideas are to conduct member interviews and doing brief updates on good news things and happenings.

Due to time constraints and the size of the agenda, a number of items weren't discussed and will be topics at the next PE/Tech meeting including.

- *Draft SWMP Table of Contents*
- ADW Leadership Communication

With more brief updates provided at the next meeting on:

- 2020 Calendar schedule
- Regional Stormwater effort
- Additional SAW Tasks
 - SAW B2- GIS Mapping
 - SAW C – Stormwater Standards
 - SAW E – Concept Plans
 - SAW – Stormwater Utility Analysis
 - NOAA GLRI Habitat Restoration Grant
 - Identifying Regional Partnerships
 - Monitoring Activities

3. Next Meeting

February 26, 2019 1:30 – 4:00

Lawsuit: Driveway sealant leached carcinogens into Minnesota ponds

Monday, January 14, 2019 by

Hannah Jones

in

News



Can eight Minnesota cities make these companies pay for polluting their ponds?

YouTube

It's not summer in the suburbs until you see at least one dude in a sleeveless shirt spreading lustrous black goop over somebody's driveway. The hot, dry season means it's sealant time for Minnesotan pavement -- a chance to re-apply protection against the rain, snow, and ice yet to come.

But as it turns out, eight suburbs in the Twin Cities area -- Bloomington, Burnsville, Eden Prairie, Golden Valley, Maple Grove, Minnetonka, White Bear Lake, and, most recently, Eagan -- now have concerns about that driveway sealant. So much so, in fact, that they've all filed separate lawsuits against the companies that sold them the goopy black stuff -- seven companies including Koppers Inc. and the alliterative Coopers Creek Chemical Corporation -- in the last month.

The issue isn't the quality of the sealant. It's the high concentrations of chemicals inside the sealant: polycyclic aromatic hydrocarbons, or PAHs for short. PAHs are "ubiquitous in the environment," according to the Minnesota Pollution Control Agency. Heck, they're what make the char on a grilled hotdog taste so good. But in high doses, they're "generally carcinogenic" and best to avoid. That's why coal tar sealants have been banned in

[our state since 2014.](#)

(<https://www.pca.state.mn.us/water/restriction-coal-tar-based-sealants>)

But that doesn't mean these cities' problems ended in 2014. According to Eagan's complaint, these coal tar sealants, once applied to the city's suburban driveways, started to break down under the assault of wind and rain, and washed straight into the city's many stormwater ponds.

That's not normally a big deal -- that's what these ponds are for. They're designed to be filters for the city's runoff, so nothing too toxic can flow into local lakes and streams. The problem is that this isn't just normal pollutive chemical scum; it's carcinogenic pollutive chemical scum, and that requires a much more careful, expensive cleanup process -- sometimes costing twice or even 10 times as much as usual.

"[The sediment] contains contaminants that require it to be deposited at a regulated landfill," Eagan Public Works Director Russ Matthys says. "Every five years, we're probably going to have an extra \$150,000 of costs."

These sealant companies, the cities allege, "knew or should have known" the PAHs in their products would wreak mayhem on the environment, so they should be responsible for cleaning them up. Matthys says the cities' attorneys think they have a pretty good shot at winning.

"They either have to have the taxpayers burdened with that cost, or the polluter," lead attorney Robin Greenwald told MPR

(<https://www.mprnews.org/story/2019/01/09/driveway-sealants-polluted-minnesota-ponds-who-should-pay>)

. Her firm, New York-based Weitz & Luxenberg, is representing the cities.

Koppers, meanwhile, isn't taking this lying down. A spokesperson sent a statement saying the company "does not believe there is merit to these claims and intends to vigorously defend these matters."

In the meantime, the ponds in eight Minnesota cities will continue to contain PAHs in their scummy waters, and cities will continue to dredge them -- hoping they can get someone else to pay for it.

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1. Introductions

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3. Housekeeping

- a. 2018 Invoicing update
- b. 2019 Contract update
- c. Reimbursement package update
- d. Revised TMDL and PEP sent to DEQ and posted to website

4. 2019 Work Planning/Brainstorming

- a. Draft SWMP Table of Contents
- b. ADW Leadership Communication

5. Brief Updates

- a. Coal Tar Education Webinar (Spring 2019)
- b. 2020 Calendar schedule
- c. Additional SAW Tasks
 - i. SAW B2- GIS Mapping
 - ii. SAW E – Concept Plans
 - iii. Regional Stormwater Standards effort
 - iv. SAW – Stormwater Utility Analysis
- d. NOAA GLRI Habitat Restoration Grant
- e. Identifying Regional Partnerships
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6. Next Meeting

Facilitator

OHM Advisors
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Attendees: Leah Groya, livingLAB; Ric Lawson, HRWC; Pam Labadie, HRWC; Vicki Putula, OHM; Elizabeth Thacker, OHM; Valerie Novaes, OHM; Noel Mullett, Wayne County; Andra Mealey, Wayne County; Michael Flowers, Wayne County

1. Housekeeping

- a. 2018 Invoicing update
All invoices are processed through OHM and will be to Wayne County by next week.
- b. 2019 Contract update
OHM will get main contract and all sub contracts drafted in the next couple of weeks.
- c. Reimbursement package update
Reimbursement request #3 for around \$185k was submitted to MDEQ.
- d. Revised TMDL and PEP sent to DEQ and posted to website
The Revised TMDL and PEPs were sent to the MDEQ in response to MDEQ comments. The revised versions have been posted to the ADW website
- e. Watershed Signage
Wayne County staff presented maps and tables to reflect field work and analysis that was completed in 2018. WC staff went out in the field to verify location and condition of all ADW watershed and creek crossing signage. 61 signs exist and 23 need to be replaced or maintenance completed. Discussion resulted in the following action items:
 - i. *The team will propose a 2020 budget for sign replacement and installation*
 - ii. *Wayne County will email the various ADW communities regarding signs they found that need maintenance (i.e. vegetation clearing) with the goal of having the communities take care of the signs in their jurisdiction during general Spring clean-up.*
- f. IDEP
 - i. *Wayne County distributed a map of IDEP priority areas overlaid with the locations of community facilities that have not received IDEP investigations to date. Wayne County will reach out to the identified communities to request access to the identified community facilities to conduct IDEP investigations in high priority areas.*
 - ii. *Wayne County also worked to develop a table to summarize the number of illicit connections found in the ADW and relate it to square miles. This was done to assist the ARC in trying to illustrate the effectiveness of the collaborative approach.*
 1. *It was agreed that some of the headings on the table should be modified/clarified to more accurately reflect the calculation.*

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2. OHM/Elizabeth will ask Jim Gorris for permission to share the data with the ARC.

2. 2019 Work Planning/Brainstorming

- a. Draft SWMP Table of Contents
This has been drafted by OHM and will be emailed to the PE/Tech team with potential assignments for who will lead the effort of writing/pulling together the various sections. This will be an agenda item at the April meeting as well to check in on progress.
- b. ADW Leadership Communication
The primary purpose of this Task is to help communicate the value of the ADW. Initial thoughts on moving this task forward include:
 - i. *3 times/yr e-newsletter that is embedded in an email, includes brief items and is sent to the ADW representatives as well as elected officials and others.*
 - ii. *15 minute presentation to ADW member boards/councils of year in review with the goal of presenting to each member board/council at least once every 5 years. A priority list should be developed to determine which members should be visited first that will likely respond to how much land area/population/member dues.*
 - iii. *Currently, the 2019 budget is drafted with this being an OHM task. Pam and Leah will meet/call to decide about budget breakout and get some ideas on the table for review by the Tech/PE team.*

3. Brief Updates

- a. Coal Tar Education Webinar
 - i. *The webinar is targeted for morning of June 18th.*
 - ii. *HRWC will get out a Save the Date notice soon*
 - iii. *HRWC will send out materials for members to pass along to others that may be interested.*
- b. 2020 Calendar schedule
Production of the calendars will start in March with photo review and selection. Quantity decisions will also be set in March. Layout by July and printing in September.
- c. Additional SAW Tasks
 - i. SAW B2- GIS Mapping
One or two more days of field work left and then packaging the GIS data back to Wayne County/Andra.
 - ii. SAW E – Concept Plans
OHM sent out site locations to ADW members and are developing concepts for the selected sites.
 - iii. Regional Stormwater Standards effort
OHM got 3 surveys returned from members as well as verbal input from a 4th member. The DEQ is meeting with the 4 counties on the general approach on February 27th. Wayne County is planning to hold a Stormwater Summit on May 7th – a workshop format to discuss with Wayne County communities.
 - iv. SAW – Stormwater Utility Analysis
Four communities (Van Buren, Taylor, Dearborn Heights and Romulus) wanted the analysis completed for their jurisdictions. The



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OHM team will meet with the 4 communities individually to discuss the results prior to presentation to the full ADW.

- d. NOAA GLRI Habitat Restoration Grant
The grant program closed for the 2019 funds. But will keep on the radar screen for 2020. HRWC/OHM will coordinate with each to see that concept plans being developed now address the habitat goals of the program wherever possible.
- e. Identifying Regional Partnerships
Pam/HRWC is participating in the development of the SEMCOG One Water Campaign that will be going out in June.
- f. Monitoring Activities
 - i. *HRWC reached out to the new Downriver Wastewater Authority and they are supportive of the potential to have volunteers bring samples to the Downriver Lab (as opposed to having to drive the samples to Ypsilanti). This would make it easier/convenient for volunteers.*
 - ii. *A volunteer orientation is scheduled for March 30th in Riverview.*

4. Next Meeting

The next meeting is scheduled for April 30th 1:30 – 4:30.

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MEETING AGENDA
ALLIANCE OF DOWNRIVER WATERSHEDS
Technical / Public Education Committee Meeting

April 30, 2019
2:30 pm – 4:30 pm

Wade Trim Offices
Taylor MI



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1. Introductions

2. Review Agenda

3. Housekeeping

- a. 2018 outstanding invoices
- b. 2019 contract update
- c. Reimbursement package update (#3 ~ \$185k)
- d. Revised Permit Docs for DEQ (post updated finals to website?)

4. 2019 Work Planning/Brainstorming

- a. Review Draft SWMP Table of Contents + Discuss Assignments/Schedule
- b. ADW Leadership Communication Scope + Schedule + Work To Date

5. Brief Updates

- a. Coal Tar Education Webinar (June 18th) – Save the Date
- b. 2020 Calendar Schedule
- c. Additional SAW Tasks
 - i. SAW B2- GIS Mapping
 - ii. SAW E – Concept Plans
 - iii. Regional Stormwater Standards
 - iv. Stormwater Utility Analysis
- d. Regional Partnerships
- e. IDEP and Monitoring Activities
- f. Biennial Report

6. Next Meeting

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Attendees: Leah Groya, livingLAB; Ric Lawson, HRWC; Pam Labadie, HRWC; Vicki Putala, OHM; Elizabeth Thacker, OHM; Valerie Novaes, OHM; Noel Mullett, Wayne County; Ashley Wisberger, OHM; Kelly McRobb-Ackland, Wade Trim; Jim Gorris, Gibraltar

1. Housekeeping

- a. *2018 Invoicing update*
All invoices are at Wayne County going through the approval process.
- b. *2019 Contract update*
The main contract is being reviewed by the ADW and should be approved shortly. Sub agreements were distributed today to Wade Trim and HRWC along with a table summarizing which team members are doing which tasks with associated budget.
- c. *Reimbursement package update*
Reimbursement request #3 for around \$185k was paid by the MDEQ.
Reimbursement package #4 is being drafted.
- d. A second set of revised TMDL and PEP documents were recently submitted to the DEQ (EGLE) (based on their comments/questions) and will be posted to the ADW website.

2. 2019 Work Planning/Brainstorming

- a. SWMP
The OHM Team has developed a schedule for completion and have the staff power to get the document completed by the DEQ deadline. Other facilitation team members that are pulling pieces of it together are aware of their assignments and should reach out to OHM with any questions. OHM is confirming due date with EGLE.
 - i. *Draft report will be complete by Fall for full ADW review at Sept. meeting with a period of time to get any comments back to OHM*
 - ii. *Will finalize the SWMP by October and submit to EGLE.*
- b. ADW Leadership Communication
The primary purpose of this Task is to help communicate the value of the ADW. Leah and Pam distributed a one-page summary of items to review related to the two tasks – an e-newsletter and presentations to councils/boards. Some minor adjustments were made based on the discussion. An email distribution list has been drafted. Pam and Leah are meeting in May to move the e-newsletter forward and brainstorm content. OHM will begin reaching out to schedule 2-3 presentations for 2019. An overview will be presented at the full ADW meeting in May.



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3. Brief Updates

- a. Coal Tar Education Webinar
 - i. *The webinar is targeted for morning of June 18th.*
 - ii. *HRWC will get out a Save the Date notice soon*
 - iii. *HRWC will send out materials for members to pass along to others that may be interested.*
- b. 2020 Calendar schedule
Concept layout for Committee review will be in June. Layout finalized by July. ADW member review in August. Printing in September. Distribution in October.
- c. Additional SAW Tasks
 - i. Regional Stormwater Standards
OHM hosted an update the hour prior to the PE/Tech Committee meeting to follow up on questions that were asked by ADW members. A handout was responding to the questions was also distributed. A couple of additional follow up items remain – particularly surrounding how to manage agreements with Townships and some process elements to speed permit review times (i.e. include community engineer review letter to Wayne County) Wayne County is holding a Stormwater Summit on May 7th – a workshop format to discuss with Wayne County communities.
 - ii. SAW – Stormwater Utility Analysis
Four communities (Van Buren, Taylor, Dearborn Heights and Romulus) wanted the analysis completed for their jurisdictions. The OHM team will meet with the 4 communities individually to discuss the results. OHM is also working to use the results to extrapolate out a summary of the impacts to all of the ADW.
- d. Regional Partnerships
Pam/HRWC is participating in the development of the SEMCOG One Water Campaign that will be going out in June. It's being developed in partnership with Cranbrook and GLWA. Focused on storm water, drinking water and waste water. Pam shared the ADW public education research with the SEMCOG team.
- e. IDEP and Monitoring Activities
 - i. *Chemistry and flow monitoring has started. DUA lab is participating which is great and much more convenient for downriver volunteers. 45 people were signed up for volunteer orientation – so that is becoming more and more successful.*
 - ii. *Student bug hunt is happening.*
 - iii. *High priority member facilities will begin getting IDEP investigations.*

4. Next Meeting

The next meeting is scheduled for June 25th 1:30 – 4:30 at Wayne County.

Facilitator

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1. Introductions

2. Review Agenda

3. Housekeeping

- a. 2019 invoicing
- b. Reimbursement package update (#4)
- c. Permit Docs for DEQ

4. 2019 Work Planning/Brainstorming/Sharing

- a. 2020 Calendar
- b. ADW Leadership Communication

5. Brief Updates

- a. Coal Tar Education Webinar Debrief
- b. Additional SAW Tasks
 - i. SAW B2- GIS Mapping
 - ii. SAW E – Concept Plans
 - iii. Regional Stormwater Standards
 - iv. Stormwater Utility Analysis
 - v. Stormwater Management Plan (SWMP)
- c. Regional Partnerships
- d. IDEP and Monitoring Activities
- e. Biennial Report

6. Next Meeting

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Wayne County Office
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Attendees: Leah Groya, livingLAB; Ric Lawson, HRWC; Pam Labadie, HRWC; Vicki Putala, OHM; Elizabeth Thacker, OHM; Valerie Novaes, OHM; Noel Mullett, Wayne County;

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1. Housekeeping

- a. *2019 invoicing update*
Consultant team effort from January-May was submitted to ADW and Wayne County and approved for payment. Payment to OHM is forthcoming.
- b. *Reimbursement package update*
Reimbursement package #4 is being drafted and will include 2019 effort through May. *E. Thacker will coordinate with county to determine how to show ADW account balance and SAW reimbursements received to full ADW at September meeting.*
- c. *EGLE/DEQ Collaborative Permit Sections*
All sections are officially approved by EGLE as of May 2019. *L. Groya will get the approved versions posted to the ADW website. E. Thacker will then email the full ADW that the documents are approved, available on the website, and give direction from EGLE for them to upload to their MIWaters site to trigger review of their permits.*

2. 2019 Work Planning/Brainstorming/Sharing

- a. *2020 Calendar*
Pam is working with her staff to finalize a draft of the calendar. An early draft was reviewed with the committee with a focus on photos, tips to include, distribution, etc. TIPS will be more aligned with stormwater permit and ADW PE Plan. Will include TIP related to coal tar. *Pam will email out draft to PE/Tech Committee for review in next week or two and then to full ADW members by mid-August. Final files will be submitted in early September to printer with distribution in October.*
- b. *ADW Leadership Communication*
The primary purpose of this Task is to help communicate the value of the ADW via two primary methods – an e-newsletter and presentations to councils/board. Draft language for the first e-newsletter was distributed and discussed. *The copy will be further edited by Pam and her team to simplify and keep as short as possible. Include hyperlinks where possible. Include announcement about Calendars that are out – that it's the 4th production, reached 400,000 people, includes photo contest, etc. E. Thacker will get spreadsheet of grants awarded to ADW thus far to use in a brief article of how much funding has been secured and what the outcomes have been. The 1st e-newsletter should go out in early October to coincide with the calendars.*

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Member Communities

Allen Park
Belleville
Dearborn Heights
Ecorse
Flat Rock
Gibraltar
Grosse Ile Township
Inkster
Lincoln Park
Melvindale
Riverview
Rockwood
Romulus
Southgate
Sumpter Township
Taylor
Van Buren Township
Wayne County
Westland
Woodhaven
Woodhaven-Brownstown School District
Wyandotte

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Presentations to Councils/Boards. OHM has drafted a ppt and is reviewing internally. The presentations will be 10-15 minutes, include a script with the slides as well as a slide that introduces the communities ADW rep. *OHM will plan to review a draft with the full ADW at the September meeting and work to schedule presentations with the first few communities.*

3. Brief Updates

- a. Coal Tar Education Webinar
The June webinar hosted by the ADW was attended by 20 people and included a cross-section of consultants, metroparks, and ADW member communities. *HRWC will follow-up on scheduling a presentation with communities that indicated interest and will also look into updating the coal tar brochure and developing a distribution strategy with remainder of ADW budget for this task. HRWC will give a brief update at the full ADW meeting in September.*
- b. Additional SAW Tasks
The deadline for completion of all SAW Tasks was formally extended by EGLE to 12/31/19. The final reimbursement request must be into EGLE within 60 days after that date. *OHM will gather all invoices by mid-January 2020 in order to get the final reimbursement package out. OHM will confirm with EGLE that invoices are fine, as opposed to paid invoices.*
 - i. The concept plans are drafted and almost ready for review. *OHM will out a package of them – approximately 30 – to the PE/Tech Committee and the member communities within the next few weeks.*
 - ii. Regional Stormwater Standards – the regional team submitted revisions to EGLE that they believe have addressed major EGLE concerns. It's now in EGLE's court to determine acceptance. Originally, EGLE wanted to have it out for public review by mid-August.
 - iii. SAW – Stormwater Utility Analysis
Four communities (Van Buren, Taylor, Dearborn Heights and Romulus) wanted the analysis completed for their jurisdictions. The OHM team met with the 4 communities individually to discuss the results. *OHM is working to use the results to extrapolate out a summary of the impacts to all of the ADW.*
 - iv. SWMP – OHM distributed a draft Table of Contents for the SWMP – which is the final deliverable to EGLE for the SAW grant requirements. *OHM will draft an overall schedule for completion and submittal with the desire to review the draft recommendations with the full ADW at the September meeting.*
- c. Biennial Report
ADW 2018-2019 Biennial Report is due November 1. *Leah has begun working on it and will reach out to facilitation team for information needed to complete it. Targeting completion by early October to give ADW members time to incorporate into their own Biennial Reports to EGLE.*
- d. 2020 Budget
OHM will pull together a draft budget for 2020 from the 2-year financing plan and send it out to the PE/Tech Committee for review and input. OHM will also schedule a Finance Committee meeting for early – mid-August so a 2020

budget can be potentially adopted at the September full ADW meeting.

4. Next Meeting

The next meeting is scheduled for September 4th 2:30 – 4:30 at Wayne County.



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Allen Park
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www.allianceofdownriverwatersheds.com

MEETING AGENDA
ALLIANCE OF DOWNRIVER WATERSHEDS
Technical / Public Education Committee Meeting

September 4, 2019

2:30 pm – 4:30 pm

Wayne County Offices
Wayne MI



Member Communities

Allen Park
Belleville
Dearborn Heights
Ecorse
Flat Rock
Gibraltar
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Van Buren Township
WayneCounty
Westland
Woodhaven
Woodhaven-
Brownstown School
District
Wyandotte

1. Introductions

2. Review Agenda

3. Housekeeping

- a. 2019 invoicing
- b. Reimbursement package update (#4)

4. 2019 Work Planning/Brainstorming/Sharing

- a. 2020 ADW Budget
- b. 501(c)3 – Pros and Cons
- c. 2020 Calendar
- d. ADW Leadership Communication
- e. 2021-2022 Two-Year Budget

5. Brief Updates

- a. Coal Tar Education – Presentations + Brochure
- b. Additional SAW Tasks
 - i. SAW E – Concept Plans
 - ii. Regional Stormwater Standards
 - iii. Stormwater Utility Analysis
 - iv. Stormwater Management Plan (SWMP)
- c. Regional Partnerships
- d. IDEP and Monitoring Activities
- e. Biennial Report

6. Next Meeting

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MEETING SUMMARY
ALLIANCE OF DOWNRIVER WATERSHEDS
Technical / Public Education Committee Meeting

September 4, 2019

2:30 pm – 4:30 pm

Wayne County Office
Wayne, MI



Member Communities

Allen Park
Belleville
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Woodhaven
Woodhaven-Brownstown School District
Wyandotte

Attendees: Leah Groya, livingLAB; Andrea Paine, HRWC; Pam Labadie, HRWC; Vicki Putula, OHM; Elizabeth Thacker, OHM; Valerie Novaes, OHM; Noel Mullett, Wayne County; Jim Gorris, ADW Chair

1. Housekeeping

- a. *2019 invoicing update*
OHM has been paid for team effort from January-May. *OHM will follow up with paying subs if they have not already received payment.*
- b. *Reimbursement package update*
Reimbursement package #4 for \$217k was submitted to EGLE today. #5 will be drafted and sent in October. *E. Thacker will send summary of SAW reimbursements to County and ask the County to add to the financial reporting to the full ADW.*

2. 2019 Work Planning/Brainstorming/Sharing

- a. *2020 ADW Budget*
The facilitation team met with the ADW Chair today to review the draft budget. A few items were discussed with the PE/Tech Committee. It was determined that this year the team will present the budget to the full ADW at the September meeting for adoption, but will wait until the 1st meeting in 2020 to set the dues after there is a better understanding of the fund balance. It was also discussed that it may be good to discuss with the ADW the idea of beginning to build the fund balance in order to be able to finance future years where spikes in effort may be needed and/or to establish a “rainy day” fund. *OHM will revise the budget and present it to the ADW at the September meeting. OHM will add to the February 2020 agenda the need to set dues. OHM will check with Patrick on bylaws related to dues. The Wayne County-ADW Fiduciary Services Agreement needs to be extended beyond the current December 31, 2019 end date. Wayne County will initiate the amendment process.*
- b. *501(c)(3)*
The committee discussed pros and cons of having the ADW become a 501(c)(3) organization. The most significant benefits the committee thought of included increased accountability and progress, eligibility for grants/foundation funds, improved capability to quickly apply for grants as opposed to having to go through the Wayne County process. Cons included time consuming and costly to set up and a potential additional administrative burden. Post meeting, an additional idea was to reach out to the Friends of the Detroit River to potentially serve as fiduciary for future ADW grants as an option as opposed to Wayne County. An ADW US Forest Service GLRI Tree grant is a specific

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example. *OHM will reach out to the ARC Executive Director as well as a couple of ARC members to get their input on the pros and cons and better understand how the ARC operates and applies for grants. OHM will report back at a future committee meeting to continue the discussion.*

c. 2020 Calendar

Edits from the Committee were made. Pam will send the final draft to the full ADW for final review. It will go to the printer by the 16th. *Pam will reach out to the ADW members to finalize the distribution quantities and details.*

d. ADW Leadership Communication

The primary purpose of this Task is to help communicate the value of the ADW via two primary methods – an e-newsletter and presentations to councils/board. Draft language for the first e-newsletter was distributed and discussed. *The copy will be further edited by Pam and her team to simplify and keep as short as possible. Include hyperlinks where possible. Include announcement about Calendars that are out – that it's the 4th production, reached 400,000 people, includes photo contest, etc. E. Thacker will get spreadsheet of grants awarded to ADW thus far to use in a brief article of how much funding has been secured and what the outcomes have been. The 1st e-newsletter should go out in early October to coincide with the calendars.*

Presentations to Councils/Boards. OHM has drafted a ppt and is reviewing internally. The presentations will be 10-15 minutes, include a script with the slides as well as a slide that introduces the communities ADW rep. *OHM will plan to review a draft with the full ADW at the September meeting and work to schedule presentations with the first few communities including Gibraltar, Van Buren, Taylor, Romulus and Lincoln Park to start.*

e. 2021-2022 Two-Year Budget

Having a two-year budget planned out was helpful. *Leah will include on the Spring 2020 Tech/PE agenda time to have a planning discussion for a 2021-22 budget. The goal would then be to have a rolling 2-year budget planned moving forward. OHM will look at bylaws and talk to Patrick about feasibility of the Facilitation Team getting a 2-year contract with budgets approved annually in order to reduce administrative work associated with annual contract development.*

3. Brief Updates

a. Coal Tar Education Webinar

HRWC reached out to 3-4 communities after the June webinar to gauge interest in having further support. *HRWC will follow-up on scheduling a presentation with communities that indicated interest and will also look into updating the coal tar brochure and developing a distribution strategy with remainder of ADW budget for this task in 2019. HRWC will give a brief update at the full ADW meeting in September.*

b. Additional SAW Tasks

The deadline for completion of all SAW Tasks was formally extended by EGLE to 12/31/19. The final reimbursement request must be into EGLE within 60 days after that date. *OHM will gather all invoices by mid-January 2020 in order*



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to get the final reimbursement package out. OHM will confirm with EGLE that invoices are fine, as opposed to paid invoices.

- i. Concept plans. *OHM will reach out to the individual members so they can review the concepts and provide any feedback prior to finalizing.*
 - ii. Regional Stormwater Standards – the regional team submitted revisions to EGLE that they believe have addressed major EGLE concerns. EGLE asked for additional analysis which was done. 4 Counties have issued letter to EGLE that conclusions are the same and they'd like to move forward.
 - iii. SAW – Stormwater Utility Analysis
Four communities (Van Buren, Taylor, Dearborn Heights and Romulus) wanted the analysis completed for their jurisdictions. The OHM team met with the 4 communities individually to discuss the results. *OHM will present at September meeting a framework for the full ADW to extrapolate impacts to their own communities.*
 - iv. SWMP – *OHM will email the Committee the overall schedule. OHM is internally reviewing the draft in the next couple of weeks and then will send to Committee for review. Sending draft to EGLE in November.*
- c. Regional Partnerships
SEMCOG is creating a Coastal Resiliency Work Group and asking for input on big issues and which communities might be interested in participating. SEMCOG plans to attend the September meeting to give a brief overview.
- d. Monitoring and IDEP
Volunteer water quality and flow monitoring will be wrapping up at the end of September in the ADW. Strong group of volunteers this year has been great. New partnership with the lab at DUWA has been working great as well. HRWC will debrief with them in October. Wayne County dye tested 8 facilities and found no issues. Taylor had previously dye tested a number of facilities that were on the initial Collaborative IDEP priority list. Wayne County has revised the list and is updating the map. IDEP Training will be held by SEMCOG on October 23rd and 24th. *Leah will draft a thank you letter on ADW letterhead to DUWA for the lab partnership. Draft will be sent to Jim Gorris for signature and delivery.*
- e. Biennial Report
ADW 2018-2019 Biennial Report is due November 1. *Leah has begun working on it and will reach out to facilitation team for information needed to complete it. Targeting completion by early October to give ADW members time to incorporate into their own Biennial Reports to EGLE. HRWC will provide Leah with their recent work as an example. EGLE has modified the reporting process within MiWaters which has proven to be a more cumbersome process.*

4. Next Meeting

The next meeting is scheduled for October 23rd 2:00 – 5:00 with the primary agenda item being review of the SWMP.