

**DEERFIELD REGIONAL STORM WATER DISTRICT  
REGULAR DISTRICT BOARD MEETING  
Landen Station, 3292 Montgomery Road  
Loveland, OH 45140**

**January 9, 2007**

**CALL TO ORDER:**

President Walter Daniels called the meeting to order at 6:42 P.M.

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**ATTENDANCE:**

**Those present at the meeting were:**

Board Members:	Walt Daniels, Tim Greive, and Susan Berger
Attorney:	Eric Luckage, Esq., Albers & Albers
Engineering:	Jamie Coleman, Ph.D., CDM Inc.
Public:	Catherine Good, Rick Good, Yunsong Zhan, Diana Halligan

**APPROVAL OF MINUTES**

Due to an injury to her hand, Cathy Herrick could not provide the minutes from the December Board meeting.

- **Action Taken/Required:** Susan Berger made a Motion, seconded by Tim Greive to table the minutes from the December meeting until February. Vote: All Yes.

**REPORTS OF BOARD, AND COMMITTEES**

**Treasurer's Report:** Ms. Berger presented a spreadsheet showing the total expenditures for 2006 as compared to the budget. Four budget categories showed a deficit: Administrative - \$214.72; Insurance - \$30; Legal - \$1000; and Phase II - \$359.36. Ms. Berger proposed shifting money from other budget categories to cover these deficits.

- **Action Taken/Required:** Susan Berger made a Motion, seconded by Walt Daniels, to re-appropriate funds in the 2006 District budget, as follows: take \$1604.08 from

Engineering; put \$214.72 in Administration; put \$30.00 in Insurance; put \$1000.00 in Legal; and put \$359.36 in Phase II. – Vote: All Yes.

Ms. Berger then presented the 2007 Budget as follows:

Operations and Maintenance	
<u>Equipment</u>	<u>\$25,000.00</u>
Regulatory Compliance	
<u>Phase II NPDES</u>	<u>\$64,000.00</u>
Capital Improvement Projects	
<u>10-year pay-as-you go</u>	<u>\$144,301.00</u>
Planning and Management	
Legal	\$62,000.00
Accounting	\$5,000.00
Engineering	\$50,000.00
Insurance	\$5,000.00
Administration/Other	\$106,000.00
<u>Total Planning and Management</u>	<u>\$228,000.00</u>
<b>Total:</b>	<b>\$461,301.00</b>

- **Action Taken/Required:** Walt Daniels made a Motion, seconded by Tim Greive, to accept the 2007 Budget as presented and that to provide for the current expenses and other expenditures of the Board during the fiscal year beginning January 1, 2007 and ending December 31, 2007, the above sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year. Vote: All Yes.

Ms. Berger then presented the bills for December as follows:

***Payment of the Bills:***

- Mariemont Insurance, Policy #PKG90110040, \$2234.00
- Minuteman Press, Inv. #72005, \$9.00
- Auditor of State, Statement #91778, \$115.41
- CDM, Inv. #80244382/7, \$2318.85
- Albers and Albers, Inv. #10291, \$2442.00

- **Action Taken/Required:** Walt Daniels made a Motion, seconded by Susan Berger, to accept and pay the invoices as listed above. Vote: All Yes.

**COMMENTS FROM GENERAL PUBLIC:**

Katherine Good of 8818 Lea Place in the Woodfield subdivision of Landen spoke about her yard and a neighbor's. The yards adjoin and are both very wet after storms with pools

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of standing water for long periods of time. They started seeing the problem about three years ago, and it has gotten progressively worse.

- **Action Taken/Required:** The Board asked Jamie Coleman to take a look and report back.

Yunsong Zhan of Greenfield Place came to follow up on the problems with sink holes and collapsed pipes in several yards in his subdivision. He said the bank has collapsed once more and the sinkhole in his yard is getting larger. He checked his homeowner's documentation and found no reference to responsibility for drainage easements. Eric Luckage suggested that he check the County Recorder's office to see who granted the easement to whom.

- **Action Taken/Required:** Jamie Coleman will contact the developer and coordinate a meeting between the developer and the residents involved. Tim Greive will attend as the District's Board representative.

Diana Halligan shared the newest version of Rainwater and Land Development Manual which sets standards (but not requirements) for the state. She said it is available on-line at the ODNR web site but will not be in print until the end of the month. Jamie commented that CDM helped write the manual. Ms. Halligan brought a copy of the manual on a memory stick for the District to put on its computer.

Ms. Halligan also let the Board know that the Greenacres Foundation, the Isaac Walton League, Little Miami Inc., and others were sponsoring a Saturday Stream Snapshot on Saturday, January 13, at the Isaac Walton League. The program would focus on water quality testing done on the Little Miami and the streams that emptied into. She said that if any of the Board members wanted to attend to contact one of the organizations involved.

- **Action Taken/Required:** At this point, Susan Berger made a Motion, seconded by Walt Daniels, to take a brief recess to copy the Rainwater and Land Development Manual to the District's computer. Vote: All Yes

The meeting was resumed at 7:52 P.M.

### **UNFINISHED BUSINESS AND GENERAL ORDERS**

**CDM Update:** Jamie Coleman reported that the second part of the fee billing went out in December. He also said that the Storm Water Only letters were being mailed this week and the bills would go out in late January and early February.

Dr. Coleman brought up a refund situation brought to the Board's attention by WCSW. In the case referenced, someone paid ahead and then moved. The Board discussed when a refund might be necessary and how one should be handled. The Board agreed that the

District should ask the County to handle refunds of their own fees and to include a letter stating that those refunds do not include Storm Water fees. The letter would also state how to contact the District about refunds.

Dr. Coleman then reminded the Board that he had sent a draft copy of an Illicit Discharge and Detection Plan to the Board in December. The Board asked him to resend it.

Dr. Coleman mentioned that the December billing registry from the County was ready to be picked up. Ms. Berger informed the Board that the first check from the County for November's fees arrived but was incorrectly made out, so they were in the process of issuing another one.

**Storm Water Fee Update:** This item was addressed above in the CDM Update.

**DFT/SWD Communications:** Walt discussed his upcoming reappointment to the District Board with Dan Corey and the fact that the Deerfield Township Trustees had advertised the position as vacant. Mr. Corey told him that the Trustees have set a policy to advertise all committee and board positions at term's end and to interview all interested candidates as well as the incumbent.

**Private Property Work:** Walt Daniels commented that the District has nothing formal in writing about how to handle private property concerns brought to the Board. Tim Greive suggested compiling a flow chart of the process. He also wondered how other entities handle private property issues. Dr. Coleman said the City of Mason has a process as do other cities, but that it is different for municipalities. Eric Luckage explained about Special Assessments, EQ Boards, and Voluntary Assessments.

### **NEW BUSINESS**

**Permanent Depository:** Susan Berger brought up the issue of a Permanent Depository stating that it was the last item left to settle from the initial formation of the District. Eric said that it needed to be done every five years and brought a sample public notice for the newspapers that would need to run once or twice. He also suggested that the Board inform our current depository so they could apply.

➤ **Action Taken/Required:** Ms. Berger will review the notice and bring it back to the February meeting with possible dates.

**Mapping of Storm Water Drains in Right-of-Way:** Dr. Coleman brought up the Storm Water Infrastructure Mapping the Township committed to in the Storm Water Management Plan. He said the District needed to decide if it was going to perform this mapping or work with the EPA to find an alternative. He also recalled that the Township mentioned setting up a GIS mapping system and wondered if this would include the storm sewer system. The Board suggested the need to coordinate with the Township to

see what they are planning. Dr. Coleman said that if the Township wants the District to do the mapping, then CDM needs to prepare and the District should plan on a lot of time and money to do the project.

- **Action Taken/Required:** Susan Berger asked Dr. Coleman to bring in an updated chart of BMPs and where the District stands on completion.

**Modeling of the Whole Township:** Ms. Berger mentioned that she would like to see all the watersheds modeled in Deerfield Township for both storm water quality and quantity. She wondered how long it would take to put it together, what it should encompass, and how much it would cost. Mr. Greive wondered if you could model for storm water quality. Dr. Coleman said there are off-the-shelf models that can be modified to specific areas.

- **Action Taken/Required:** Dr. Coleman will check with CDM and report back at the next meeting.

**COMMENTS FROM BOARD MEMBERS:** Ms. Berger informed that Board that Cathy Herrick had spoken to the company that makes name plates for the Township and to Fran Klatte at the Township about name plates for Mr. Greive, Mr. Luckage, Dr. Coleman, and herself. Ms. Klatte told her that the Township was changing their logo, so the one on Ms. Berger's and Mr. Daniel's name plates was out-of-date. Instead of using the old logo or having name plates that did not match, Ms. Berger told Ms. Herrick to have new name plates done for everyone using the District's logo instead of the Township's logo.

### **RESOLUTIONS**

Eric Luckage will present them at the next meeting.

### **MOTION FOR ADJOURNMENT**

Susan Berger made a Motion, seconded by Tim Greive, to adjourn at 9:20 P.M. Vote: All Yes.

**Next Regular Meeting: February 13, 2007**

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

Attest:

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Susan Berger, Secretary/Treasurer