

**DEERFIELD REGIONAL STORM WATER DISTRICT  
REGULAR DISTRICT BOARD MEETING  
4900 Parkway Drive, Suite 180  
Mason, OH 45040**

June 9, 2009

**CALL TO ORDER**

President Walter Daniels called the meeting to order at 6:32 P.M.

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**ATTENDANCE**

**Those present at the meeting were:**

Board Members:	Walt Daniels, Tim Grieve, Travis Fliehman
Attorney:	Eric Luckage, Esq., Albers & Albers
Engineering Consultant:	Andrew Bohlen, CDM
Admin. Asst.	Cathy Herrick
Public Members:	Kelly Green, Chris Skindzier, Susan Berger, Alissa Ashworth, David Valentine, Pam Valentine

**APPROVAL OF MINUTES**

The Regular Meeting Minutes of May 12, 2009 were presented for approval of the Board.

- **Action Taken/Required:** Tim Greive motioned, seconded by Travis Fliehman to approve the Regular Meeting Minutes of May 12, 2009, as written. Vote: Daniels, Yes; Tim Greive, Yes; Travis Fliehman, Yes.

**REPORTS OF BOARD, AND COMMITTEES**

**Treasurer's Report:** Mr. Fliehman presented a year-to-date Profit and Loss statement.

The following is a breakdown of the totals reported:

Total Income (service fees): \$265,504.53  
Total Administrative expense: \$93,652.16  
Total Engineering expense: \$145,608.55  
Total Phase II expense: \$10,479.80  
Total Expenses: \$251,363.71  
Total Other Income (interest) \$426.29  
Carry-Over from 2008 at beginning of period : \$430,132.51  
Cash balance to-date: \$444,699.62  
Net case increase for period January 1, 2009 to June 8, 2009: \$14,567.11

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**Review of Monthly Invoices and Time sheets/Expenses:**

Ms. Herrick presented the expenses for May as follows:

**Payment of the Expenses:**

- CDM, T.O. #12, Proj. 63353, \$4,655.80;
- CDM, T.O. #15, Proj. 67989, \$2,719.39;
- CDM, T.O. #16, Proj. 68333, \$5,533.75;
- CDM, T.O. #17, Proj. 68941, \$4,321.22;
- CDM, T.O. #18, Proj. 68945, \$450.00;
- CDM, T.O. #20, Proj. 70400, \$720.00;
- Albers & Albers, Inv. #11145, \$8,584.00;
- Cathy Herrick, wages for May, \$475.50;
- Cathy Herrick, reimbursement postage and mileage, \$53.29;
- Susan Berger, Web Maintenance, \$18.75;
- Cincinnati Bell, monthly voicemail/telephone, \$34.38;
- Minuteman Press, copy service, \$17.20
- Deerfield Township, 2009 Taste of Deerfield, \$60.00.

- **Action Taken/Required:** Tim Grieve motioned, seconded by Travis Fliehman to accept and pay the invoices for May, 2009, as presented. Vote: All Yes.

**SPECIAL ORDERS: Website Upgrade Proposal** – Susan Berger, independent consultant, gave an overview of the proposed changes to enhance the use and appearance of the District’s current website including adding drop-down menus and links to make the site more updated, user friendly, organized, and informative. The Board discussed various ideas and by agreement proposed the following motion:

- **Action Taken/Required:** Tim Greive motioned, seconded by Walt Daniels, approving Susan Berger, Consultant, to update the District’s website as discussed and not to exceed costs of \$500.00 to complete same and pursuant to the terms of her agreement. Vote: All Yes.

**Regional Storm Water Collaborative Update:** This agenda item was moved to this time at the meeting so that Susan Berger, the District’s volunteer representative with the Collaborative could present her monthly update personally. It was reported, the Collaborative is actively pursuing advertisements with local television stations for the Storm Center project. Hamilton County Soil and Water has been designated the lead agency in this endeavor, however, it is being suggested that each contributing entity shall endorse a contract committing to financial responsibility. The contracts are currently being reviewed by the Hamilton and Warren County Prosecutors. The Board agreed they would prefer to be a sponsor only and not be required to enter into a formal contract for providing financial support. It was agreed to wait and see what the Warren County Prosecutor suggested upon completion of his review of the contract before considering

endorsing any type of agreement. Ms. Berger was planning to attend another RSWC meeting on Wednesday, June 10, 2009 and hoped to learn more information at that time and agreed to update the Board.

**PUBLIC FORMUM:** Kelly Green, 8739 Landen Drive, Maineville, Ohio addressed the Board at this time. Ms. Green had previously submitted a Request for Assistance and provided the Board with some additional photos and information for further investigation by CDM. Ms. Green also expressed her appreciation for the assistance she has received thus far.

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

**CDM Update:** Andrew Bohlen highlighted the CDM Monthly Memorandum Update at this time and as follows:

**Task Order No. 12. – Storm Water Modeling and System Evaluation Phase** - Field visits were conducted on May 15, May 27, and June 4, 2009 to collect high water mark data from recent rainfall events. All ten of the budgeted sites have been visited. CDM is working with the City of Mason to correlate the rainfall data.

**Task Order No. 16. Greenfield Place Storm Sewer Repair, Miscellaneous Support** –The last communication with the Deerfield Township Trustees regarding the Project was reportedly on May 12, 2009. No further communications have taken place. Mr. Luckage advised he had spoken to Tom Swope, Deerfield Township Law Director, who advised he was unaware of any current negotiations regarding entering into an agreement between the Township and Charles H. Hamilton Company but would be meeting with the Trustees during the upcoming week and would inquire as to the status.

A copy of the Cost Summary for the Project prepared by CDM was presented indicating the amount of funds which have been expended to date with regard to the Project. Mr. Daniels suggested suspending any further funding toward the Greenfield Place Repair Project until the details are clear as to how the Township Trustees plan to proceed.

Mr. Bohlen advised he had checked the government website for the possibility of receiving any stimulus monies to aid in the Project and it was not on the list of proposed projects to be funded.

**Task Order No. 17. – 2009 General District Support Services** – CDM returned several telephone calls to Township residents. Other support included arrangements for public members to view plans and specs for the Greenfield Place Project, forwarding of the 2009 Draft Itemized District Budget to the District’s Secretary/Treasurer, and follow-up on the previously addressed Walnut Grove subdivision issue.

- **Action Taken/Required:** By agreement of the Board, CDM is directed to further investigate the Walnut Grove detention pond issue.

**Task Order No. 18. – 2009 Private Drainage Problem Investigation Support** –A telephone call was returned by CDM to resident, Steve Franklin, 7898 Birchwood Ct. He was advised to submit a RFA and encouraged to attend the June meeting.

Another telephone call was returned to Ken Nesbitt, 8131 Winters Lane. He also was advised to submit a RFA and suggestion was made he attend the June meeting.

A draft Memorandum of Agreement to Secure Street Sweeping Services between Deerfield Township and the DRSWD was presented for review of the Board. Mr. Luckage reported he had spoken to Tom Swope, Deerfield Township Law Director regarding same but had not yet heard back from him. The Board agreed the memorandum was agreeable to them and asked that it be forwarded on to the Township Trustees for their consideration.

**Task Order No. 20. – 2009 NPDES Phase II Compliance Services** –CDM received the 2009 NPDES General Permit No. OHQ000002, from Larry Weis, Public Works Director.

A copy of the 2008, Year 6 Annual Report was forwarded to Susan Berger for posting on the District's website.

CDM is continuing to review the Township's SWMP (Storm Water Management Plan) regarding the new NPDES Phase II Permit. Noted changes include a new format being utilized to submit the annual report. The Board agreed to utilize the new format when reporting.

It was also noted, the Ohio EPA would like to see government agencies entering into public agency agreements indicating coordinated efforts in accomplishing Phase II mandates. The Board suggested a file be created to keep copies of all intergovernmental agreements to make tracking easily available for reporting purposes.

CDM received a refund of \$150.00 for the attendance fee for one member of the Board which was unable to attend the 2009 Ohio Storm Water conference. The refund was to be reflected on the CDM invoices to be submitted at the July 14, 2009 meeting.

Public member, Chris Skinzer, addressed the Board with his concerns regarding the status of the Greenfield Place Repair Project. Mr. Skinzer was informed that the Township was taking the lead in negotiations with Charles H. Hamilton Co. and the legal aspects were still being investigated by the Township.

Public member, Pam Valentine, addressed the Board expressing her concerns regarding the Greenfield Place Project and the possibility of the project being handled by the Township versus the District.

A copy of CDM's monthly memorandum is attached for complete detail.

**Regional Storm Water Collaborative:** This agenda item was presented and discussed under Special Orders.

**DFT/SWD Communications:** Information as noted in CDM update. No further information noted.

**NEW BUSINESS 2009 Taste of Deerfield-** Walt Daniels inquired as to the interest of the Board in participating in the 2009 Taste of Deerfield. The Board agreed they would like to attend and have a booth at the festival. Arrangements were made to man the booth. Mr. Daniels spoke to Marsha Rolph, Urban Stream Specialist for the Warren County Soil and Water Conservation District who agreed to attend and bring visual aids for the booth. Mr. Daniels also had inquired as to the possibility of having logo screen printed drink holders and tote bags prepared for handing out at the event.

- **Action Taken/Required:** Tim Greive motioned, seconded by Travis Fliehman, authorizing the expenditure of \$60.00 to secure a booth at the 2009 Taste of Deerfield and the expenditure of funds to purchase promotional items to be utilized at the event and not to exceed the amount of \$200.00. Vote: All Yes.

**COMMENT FROM BOARD MEMBERS** None noted.

### **RESOLUTIONS**

Mr. Luckage presented the following previously adopted resolution: Resolution No. 2009-34, Accepting and approving payment of the monthly invoices as presented.

### **MOTION FOR ADJOURNMENT**

- **Action Taken/Required:** Tim Greive motioned, seconded by Walt Daniels, to Adjourn at 8:35 p.m. Vote: All Yes.

### **Next Regular Meeting: July 14, 2009**

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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Travis Fliehman, Secretary/Treasurer

Deerfield Regional Storm Water District  
Board of Trustees Regular Meeting, June 9, 2009