

**Stormwater Utilities Appeal's Board (SUAB)**

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Sheffield Lake, Ohio

August 12, 2010

The regular meeting of the Stormwater Utility Appeal's Board was held Thursday, August 12, 2010. Chairperson Gee called the meeting to order at 7:09 PM.

**ROLL CALL OF MEMBERS:**

Present: Gee, Koerber, Svoboda, Moore, Brady

Absent: Service Director Smith, Grant Administrator Gardner

Attending: Councilwoman Stark

**MINUTES:** \*Motion by Koerber/Second by Moore to accept the minutes of the June 10, 2010 meeting with any corrections needed. Yeas All.

**PRESENTATIONS:** Chairperson Gee advised we were going to have the winner of the rain barrel from Community Days had a medical emergency. He wishes for us to keep the rain barrel and he would like to get it at next month's meeting. This rain barrel was donated by the City of Avon Lake.

**CORRESPONDENCE:** Kurtz Brothers, Inc., Chairperson Gee advised they sent me an email and it was addressed to my name and it was also addressed to our Service Director Len Smith. In reading the letter they sent I forwarded it on to Kay for her to give to Len. Then I did some checking into it on my own afterwards, I am lead to believe but I could be mistaken that the company is offering us things that they sell and at the same time they are offering us their recommendations/opinions/knowledge for a fee. All the things that they can offer us that I am aware of so far in this, we have been able to bring up via the EPA site or through the county PIPE or through our own Board. So I don't know whether the city really wants to get into to hiring them for anything or not but we sent this on to our Service Director.

**UNFINISHED BUSINESS:** Chairperson Gee advised I still have not heard from the Young Marines, I think they lost who we were. Unless they contacted another department of the city and it never got back to us. That has been more then 90 days now that we have not heard from them. Kristina with the county PIPE Board, she is the one that supplied a lot of the information and pamphlets for us to give out at Community Days for free. She is helping us do a poster that Dan did of Snappy and Al. She is able to in her office make thick posters absolutely free right now but soon she will be cut on the printing just like all the rest of us are. So she is going to make us the poster that Dan had made for us, she is going to print it out as a poster for us. She also has opened a site on Facebook, anyone who has a Facebook if you would please accept the Black River site because she prints a lot of stormwater information on it also. She still plans to come and do a presentation but we need to get with Council and find out when is a good Worksession that we can her do the presentation at.

Chairperson Gee advised I have not heard from Len Smith or the Mayor in regards to the prisoners. We were promised in May and now it is August and nothing more has been said so hopefully we will get them in the fall.

**OLD BUSINESS:**

***SUAB Web-sites*** – Chairperson Gee advised the SUAB Myspace when I checked at 1 o'clock this afternoon it had 298 views but keep in mind we did not have a meeting last month so that 298 views is for 2 months. It has still only 21 friends but the internet is starting to call Myspace the dead zone. Now our Facebook SUAB site is now up to 154 friends which is really good, it is really climbing. Snappy on Facebook, his site has 30 friends and the Weebly site as of 1 o'clock had 199 on the counter. The city website still has no ordinances, no minutes, I have gotten numerous emails wanting to know why the stormwater utility minutes are not appearing. So as soon as they are approved and we sign them, I will make sure a copy goes up no later then tomorrow on the Facebook and the Myspace sites for the SUAB. That is the best I can do for SUAB minutes, I am not in control of anything else. Councilwoman Stark advised I believe you can go on and get ordinances, you have to work through the website if you look through it. Chairperson Gee asked have you tried it? Councilwoman Stark answered I have tried it, I have gotten on there. Chairperson Gee stated it is very unique. You can go on there and get an ordinance if you know the number already. But as far as stormwater ordinances, we keep those much easier in our own sites and it is much easier for someone to get a stormwater ordinance instantly off of our sites because if you are the average citizen you don't know the ordinance number, let alone the year it was done in. Councilwoman Stark advised being new I have several questions – so you guys have several sites that the public can go to? Chairperson Gee answered we handle the MS4 and part of the MS4 is PIPE (public information public education) and also I am on the county PIPE. What we try to do is part of the MS4 is getting information out to the public in these websites and that way it helps us meet of our qualifications for the MS4. Councilwoman Stark asked can I get a list of all the different websites. Chairperson Gee advised I can give you a card with them. If you have a Facebook or Myspace, we are always trying to get more people to join and we give some wonderful information especially if you have children in your home. You would be surprised on how many kids use our site during school year, be it earth day or be it just regular science projects – we have a lot of good information on there and it covers all ages.

***PIPE (public information, public education)*** – Chairperson Gee advised I didn't have a chance to go over the last 2 meetings at the county PIPE Board. The June PIPE meeting – we had invited Mayors from all the towns to attend; we were showing an informational on different best management practices and retention ponds. The Village of South Amherst Mayor attended and the City of North Ridgeville's Mayor attended, sorry to say out of all the other Mayors that were sent invitations – those were the only 2 that did attend that meeting. That was a sad thing for the county PIPE Board but the training went on very good and that was taken care of. At the same time we now have in our library of DVD's, we now have copies of those which we did not have to pay for. We have filled a total of 300 bags for the county fair booth and I will be at the county fair

booth – it is open from August 22 to 29 and I will be there Friday evening and Saturday evening at the county fair. I am not positive but it is either one of those days or both of those days – I will know next week. Sorry to say there was no way could print the copies that we had discussed a few months back. Originally Kay had hoped she could do so many per month, that was not able to be done. Now I did have 144 pages printed of Snappy minus the words, I really would have rather had the words to go with it. In turn Kristina from the Watershed Coordinator, she is going to see if she can't print some of those for us because right now they are counting for printing like I mentioned earlier.

**Budget** – Chairperson Gee asked did everyone have a chance to go over the budget? Mr. Koerber stated same as it always is. Chairperson Gee advised we still have our education expense. I asked David during Pride Day about us using that for matching funding and he said he would get back to us on that but hasn't yet. So there might a chance that she can get some of those printed up for us to give out. Otherwise I have still got probably about 60 or 70 copies that were not given out at Community Days that we can add into the bags to give out at the county fair. Mr. Brady stated let me know if she needs like 11 X 17 art, the book would be a lot better if it was a book. Chairperson Gee answered there is no way she can do that. Mr. Brady stated if she can do 2-sided 11 X 17 I could put the art together for you. Chairperson Gee advised I can ask her, she is leaving to go to a wedding out of like Hawaii or Bahama's – something like that. So I don't know if she has time before then but either way let me ask her because we will need them more then just then. We are going to need them for schools this year. I know she cannot do anything color but she is doing the poster for us in color and that we are very grateful for. Chairperson Gee stated our Board may remember that back in Pride Day, I spoke to the Law Director because the county PIPE had suggested a way of our Law Director and our Grant Writer looking in to seeing if we could use the funding in our education fund as a matching grant to get more money. It is now August 12<sup>th</sup> and I still have not heard back from David. I know that he has been quite busy and I hope that David will be answer this before much longer. It would be a really nice thing for us to be able to do. She continued during Community Days I met our new Building Inspector. While I was talking to him and explaining some of the things that the stormwater utility does, he told me that there were 2 brand new tap-in's on a home. I noticed we did not get a print out of the budget, I am assuming that when we do get that print out it is going to show those 2 tap-in fees. I believe it was on Cove Beach I could be mistaken, it was a very large home and 2 tap-in's to the stormwater were done. The reason I am bringing this up, we don't have the Service Director here to ask about it but we need to have this in the minutes because the budget should show that we got 2 tap-in's. I believe the tap-in's should be showing in July.

Chairperson Gee advised one of my Board members brought up the Tom Butts building on Walker, Bruce I believe it was you. I figure by now we should have that building on our buildings for our pay, as far as our updated fees for city businesses. I am assuming that has been added, if not I am hoping our Service Director will have the information for us at our next meeting.

**Proper/Improper Expenditures – None.**

**100% completion on projects** – Chairperson Gee stated have we all noticed that Walker Road is done. I was hoping to bring up some questions to our Service Director tonight, that some residents addressed in connection with Walker Road. We will hold these off for our next meeting so we can bring these questions up.

**Requested update fees for city businesses** – covered under budget.

**Community Days** – Chairperson Gee advised we got 29 questionnaire's filled out. It is a suggestion from Lorain County PIPE that we pick a Worksession with Council to get them to answer same questionnaire's because it really isn't right for us to be expecting citizens to answer them and residents to answer them when we haven't even asked our Council to do so. So one of these days when they have time we will ask them. It takes about 3 minutes to answer it. This is a survey that the EPA has out for all the city's that have stormwaters to really review this survey and then what we need to work on the following year with our MS4. In turn next year we will do the same survey and see if we have improved any of our answers by educating the public. Councilwoman Stark advised talk to Kay. So you are saying you need about 3 minutes to fill these out. Chairperson Gee advised yes I believe I already got one to till one out, I would have to go back through the 29 I have. But I couldn't get Steve to fill one out during Community Days, he really was too busy I have to admit to that. At Community Days, we got 4 complaints which we will address at the end of the Community Days. Our booth was much more successful this year and I think a lot had to do with it that I took my grandchildren's television that plays DVD's and we taped it down really good and Snappy was sitting beside it and we played the city's stormwater tape, we also played Avon Lake's, we also played an EPA one and we did best management practices. We did get 2 gardening and lawn care services to actually watch the whole video and signed saying they did watch it and that they learned from it. We also gave both of those lawn care places, we gave them a paper: explanations and examples of pollutants; yard waste, leaves, grass, sticks, branches and mulch. They signed stating that they received that. That is further then we have ever gone before. We also got a man that does insulation and also does French drains, he watched the program – he does water proofing, insulation and French drains. He watched it, he said that he already been trained like that to begin with and he really did seem knowledgeable about it but it was nice to know that someone had already addressed the issue on their own prior to us addressing with them. Now, every year during Community Days we have a few issues that we address; 1) no, the tent was never found for us again as of this last Community Days. Once again I borrowed one, same one I borrowed last year. 2) a lot of the complaints each year that we have had is that a lot of the food concession booths were draining into the stormwater. I am very proud to say this year I saw none of that, so us addressing the issue from last year and handing over the pictures really must have made an impact because it was not done this year to my knowledge and I never saw any to my knowledge. Did anyone else? Mr. Koerber asked don't they need a permit to put a stand up at the Community Days? Chairperson Gee answered yes. Mr. Koerber stated somewhere when you file for the permit should it say that you can't use the stormwater to drain into? Chairperson Gee answered it should but remember we brought this up last year and asked for a copy of the permit, we have yet to

see one. We can ask again that we would like to have a sample copy of the permit for the stands for Community Days. Mr. Koerber stated well if for some reason magically it is just corrected itself. Chairperson Gee stated I am very grateful that it was corrected. Well, it used to drain right behind my booth, that was really an insult and it was everyone embarrassing because when other stormwater people stopped by my booth they were seeing that. Mr. Koerber stated well they don't do it at the Lorain County Fair. Chairperson Gee stated they don't do it anywhere, they don't do it at any carnival that I have seen. Other than that we are always doing it here.

***Chairperson Gee continued with the 2010 Community Days complaints:***

***Len Crevda, 511 Treadway*** stated storm sewer in front of my house floods my yard and floods my basement. The storm sewer overflows out the top of the storm sewer top and floods my yard. I want to know where does pipe flow, does it flow to the lake, is our pipe connected to an outfall? Since they put the storm sewer in and closed up our ditches we have flooded ever since. Also behind Treadway is flooding. Mr. Koerber asked didn't we find out on one occasion that when they did that and put all the pipes in that the pipes didn't go anywhere? Chairperson Gee answered I don't remember if it was Treadway, I would have to really pull because that was about 4 years ago I think. I would have to really pull records but I do recall some other locations not going all the way through. Mr. Koerber stated right, they just put the pipe in and it ended right there, it didn't go anywhere.

***Gary and Justin Farris, 413 Maple Avenue*** stated after melting snow, a mild rain or any major/minor water fills the side lot and in front of my house. Flooding and a minimum of 6 to 8 inches deep and last up to 2 weeks or longer. Have called the Service Department to complain and was told that nothing could be done, not even put up higher water road closed signs. Us and a neighbor have had to block traffic off to protect other drivers. Yes, they have had this problem numerous times. See above for numerous years/longer 10 years of problems. Mr. Koerber stated I think that is right there at Walker and Maple, that is where it floods right there and Gardner told us that there was a pipe that went from there over to Buckeye which nobody has been able to prove yet. Chairperson Gee stated I recall Gary Farris filling out a complaint last Community Days in 2009 and he reminded me 2008 before we had the complaint forms and 2007. Mr. Koerber stated well they had that bus that went through there and didn't go by the signs and got stuck, it was a school bus.

***Redwood/Saddlewood Drives*** – January to February annually the sanitary sewer gets blocked, drains slow or back up into the house and under foundation. The problem resolved via water jet on Irving Park sewer, this happens every year annually and they want to know why/it is only addressed and fixed when it happens and it happens every year. These people did not wish to give a name or an address, they said that the Service Department would be very well aware of them. I took the information as it was an older lady and I don't think she meant sanitary, she really was too afraid to give me more information than she did. But she made clear that our Service Department would be aware of it. Mr. Koerber stated well I am not sure but I don't think that our Service Department cleans storm sewers, all that I have seen them clean is sanitary. Chairperson

Gee stated I have seen them use the vac, Fran Moore had her issues and I saw them use the service vac and clean it out then and that was stormwater. Mr. Koerber clarified I mean on an annual basis. Chairperson Gee answered no I am sure we don't, I am sure there would be more repairs in our funding if they did.

**Saddlewood** – Chairperson Gee advised this is a real interesting one, this was prior to Community Days and they could not give me an exact date. What she said and what her neighbor said was it was a few weeks back. Saddlewood – they witnessed a Sheffield Lake pick-up; our little pick-up – they witnessed it throwing white packets into the storm drains. That they didn't have an issue about but numerous ones missed falling in and they were left laying on the road where kids were playing. These women want to know what was it and why was it left on the road? But these guys were throwing them out, they never got out of the truck and even the ones that missed the stormwater drains – were not picked up and put back in the drains. That is it for the complaints and I am sure that we have addressed them and I am sure that the Service Director will have some answers at our next meeting. She reviewed procedure laid out on form. Mr. Brady stated I was wondering what the official follow-up was, whether the people would be notified that the city has reviewed them. Chairperson Gee answered I was hoping that I could have some information for these people at the end of today's meeting but I will post on our sites and send out an email that we were unable to address this at tonight's meeting. We did put them in our minutes which is what I promised the people we would do. We put them in our minutes, I am sure our Service Director will address these issues for our next meeting and have at least some sort of answer for us on that meeting. Either way we will definitely keep this on our agenda.

**Lorain County PIPE:** addressed above.

Chairperson Gee advised I had an issue that I wanted to bring up to the Service Director that I am not sure if he was aware of. Years ago when the stormwater was starting, back in 1999 we had gotten numerous letters sent to some of the Council members and also to the Board before there was a Board. It was also sent to our Mayor back at that time and our Service Director back at that time. It was residents, I will leave it open and say in the 5000 block of East Lake Road – the north side. There were a group of residents that objected in February of 1999 to the stormwater utility. They have since paid the stormwater utility on their water bill to my knowledge and to my knowledge we were never told that they had been removed from paying it. Where my concern is and where I am bringing it up tonight is in these residents own writing they are making it clear that they handle their drains, their driveways and all – drains straight into Lake Erie. I am not sure if our Service Director or anybody are aware that this is still going on and it is the city's responsibility to monitor what they are dumping into the lake. Has anybody checked on what is being washed off their property or how it is being done? Back in 1999 there were no such issues, now that is part – anything flowing into the lake from the city is to the city's responsibility. So I wanted to bring that to the Service Directors attention and asked him if anyone was checking on those items. Mr. Koerber asked do they flow directly into the lake, they have their own little outfall? Chairperson Gee

answered yes, in their own writing they have them however made up – they made up and the letter that I am holding is from 3 residents back then and all of the neighbors on in agreement on this. But in their own writing they make it clear that no water falls on anything in the city, their water goes directly into the lake. In fact Lake Road itself including winter salt water drains onto our lands to some extent. We have for years provided stormwater disposal service to the city at no costs to them. This has been a matter of mutual convenience and pleasure for both parties. They make it clear in this letter that they have graded their property and their drains to run naturally or piped or paved to the lake. We have Arnold Levin, we have Hugh Windsor and we have James Murray. Mr. Koerber stated well if that is the case then sick the EPA on them and let them check it out and then they can fine them. Chairperson Gee stated I am sure that our city is keeping up on this it is just the fact that we have changed Service Directors and I am not sure if the Service Director is aware that this really is the responsibility of the city to keep up on. Arnold Levin came before us quite a bit back then trying to get the 4 dollars and some cents removed off his bill. Mr. Koerber stated they must be on the lake side? Chairperson Gee answered yes, all of these properties are. Mr. Koerber continued what they are saying is all their water flows through the back yard and over the cliff. Chairperson Gee answered yes.

Chairperson Gee advised it was brought to my attention at the county PIPE Board meeting and also with some other paperwork that I received that we are to be monitoring our stormwater fall-outs much more frequently then we are doing. So that will have to be brought up and addressed at our next meeting with the Service Director. Also do you recall that we discussed at our last meeting, we discussed that during Pride Day I had been told of a concern about fertilizer from the Village of Sheffield. I have not gotten any more information on that, we did mention it at our last meeting to the Service Director and I am sure that he recalls this but I do understand that he has been busy so hopefully the next time we will have more information on this.

***MS4 report;***

***EPA:*** Chairperson Gee advised we should have stenciled the catch basins. I was going to ask the Service Director tonight how many catch basins have we stenciled because I was asked by the county and to my knowledge I don't think we have stenciled any of the them yet but I did volunteer my services to help stencil those. I volunteered them I believe in June, saying that we needed to get the stenciling done/it is part of the MS4 and it must be done. I was asked in a questionnaire with the Black River Watershed Coordinator. That was one of the questions on it and I had to return this to her Tuesday and sorry to say that one I just left blank. Now some of the questions on the questionnaire that we did answer as the SUAB Board was question#73 – the outreach, stormwater frequently ask questions (this was for the last 12 months), examples of pollutants, what you can to help, Snappy the Turtles coloring pages – those were the things done in the last 12 months. None of the other things qualify under the last 12 months. Now #75 on the questionnaire was public meetings – the only thing that I really could put down for the last 12 months because on the rain barrel no stormwater information was given out, it was not talked stormwater at all at this. So really on public

meetings Christina pointed out that we hold a public SUAB meeting the third Thursday of pretty much every month, that qualified as our public meetings. Next year we need to show more than just that and hopefully we will. #76 was questioning about press releases, periodically the stormwater utility does come out posted in the Avon Press under reporter John Edwards. So that covered that. Websites created during that time frame were Snappy the Turtle; Weebly site was created during that time period. The Facebook site and the Facebook Snappy friend site. Those 3 sites were created, they have been created in the last 12 months and prior to then it was the Myspace site that had been created. Displays – Sheffield Lake Community Days booth in July and the Lorain County Fair PIPE booth in August. That was last year's PIPE booth and this year's Community Days because those were the ones that fell under their time frame. Stream clean-ups – luckily we had that family clean along South. Otherwise we would not have had a Pride Day clean-up of debris for the stormwater so I am very grateful again to that family that cleaned the ditch along South. Conducting training – we supply print-outs for contractors, lawn care businesses and residents. The print-outs that we supply are city ordinance, state and county information, information on the Clean Water Act, BMP guidelines, information on SWMP, EPA literature, supply readily access to DVD's, getting in step; guide for conducting watershed outreach campaigns, template in a channel, stormwater runoff impact on Urban streams, Clean Water Act, October 7, 2009 broadcast, Calming the Waters, stormwater management Phase II, a guide to managing your BMP, retention and detention basins. Monitoring – we take test samples from major storm fallouts. That is all I put under monitoring because I really didn't want to say what we had done monitoring and it wasn't asked so yes we had taken some samples, definitely not as much as we should be taking. I don't know if all of the Board is familiar but I took the certified compliance inspector of stormwater class so I have a CCIS and my expiration date on my CCIS is June 17, 2012. Most cities had a CCIS inspector, I realize prior to me taking the course that we did not have one on file and that helps with our MS4 and it helps meet requirements. So our city now has one on file. Mr. Moore asked you have a certificate? Chairperson Gee answered yes my husband paid for it for my birthday. Mr. Moore asked where do you take the course? Chairperson Gee answered I highly recommend them – stormwater USA because that is really a good one and they are out of Arkansas and they are on-line courses. I am not sure if they have anymore this year. I can send you a link to them. Mr. Moore advised because we have Ohio Training Commission of Ohio and that is how I got my wastewater. They do tend to be expensive, I have taught courses for them and yes they are expensive. Chairperson Gee advised if you taught courses for them, are you still qualified to teach courses? Mr. Moore answered in wastewater treatment but not stormwater. Chairperson Gee stated all kidding aside when I took this I had already taken the EPA course last year on erosion and sediment control for example I took it last year and got the certificate from the EPA on it. I almost didn't pass this one, it has changed that much. I was shocked, no you cannot imagine things that they taught a year ago now is against EPA and it is a violation. The silt fences are entirely different, even how they are done is 100% different now. There were so many things I was really surprised and I didn't study that much for



that part of the course because I thought I knew it and that one was kind of hard on me. Mr. Koerber advised that is how they keep so of these businesses in business. Chairperson Gee advised we are still getting out the animal waste material, we are still getting out chemicals and weed killers and fertilizer information like we are supposed to be doing.

***Pleasantview*** – Chairperson Gee advised if you all recall prior to our last meeting, pictures were sent out and information was sent out where residents had complained about Pleasantview. We had originally got an answer from Dennis Bring believing that the one pile that was dumped was done by Mr. Kolleda. Since then we got another message from the Service Director and he realized after he saw the pictures that we had taken pictures of numerous violations and numerous sites on Pleasantview. What I have noticed since then I have not gotten anymore information from the Service Department in regards to Pleasant. I have gotten more calls from the same residents that addressed the issues to begin with. One of the issues, they graded down the pile and spread it out throughout the whole field. In turn, if you notice that is why enclosed with your minutes are the guidelines as far as debris. I figured it would help if we put in where construction debris – what should and shouldn't be done with it. You need to go down and see it to see how it was corrected, now it is spread in much more of an area and there is to still run-off from that area badly. Mr. Moore stated so it worse now then it was before. Chairperson Gee stated according to best management practices – yes, far worse. I am sure that the Service Department is addressing this issue. I am hoping that the Service Director will have more information next meeting on Pleasantview.

***Managing your BMP's*** – Chairperson Gee stated I have a copy of it connected to our minutes which means it will go out in Roads and Drains minutes. Hopefully they will take the time to read this and realize what best management practices are and what it details. Also while I was in the Building Department there were none of the things posted on their wall that should be posted according to our MS4. So once again Kristina is printing up the one poster for us to give the Building Department to put up and after Community Days I gave him some of the pamphlets that he should have had in his office. He had taken down the things to paint because of him being new in the office and I assume that he didn't realize that we didn't have nicer copies then what he already had and I am assuming that is how the misunderstanding happened that the things we need for the contractors no longer existed but he will have those back and that will be back up to the way it should be for our MS4.

**NEW BUSINESS: None.**

**CITIZENS COMMENTARY: None.**

**MEETING ADJOURNED:** With no further business before this committee, \*Motion by Koerber/Second by Svoboda to adjourn at 7:59 PM. Yeas All.

**CLERK OF COMMITTEE AFFIRMATION:** This Meeting Of The City Committee Of The City Of Sheffield Lake Was Held And Conducted Under All Rules And Regulations Governing The Sunshine Laws Of The State Of Ohio As They May Apply. All meetings are recorded and available in council's office.

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CLERK OF COMMITTEE

*Kay Fantauzzi*

I, Kay Fantauzzi, duly appointed Clerk of Committee  
Of Sheffield Lake DO HEREBY CERTIFY that this  
Is a true and exact copy of the Minutes of Board  
Of August 12, 2010.

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CHAIRMAN OF COMMITTEE

*Rosa Gee*

*and/or*

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CO-CHAIRMAN

*Bruce Koerber*

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PRESIDENT OF COUNCIL

*Edward R Podmanik*

*and/or*

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COUNCIL PRO TEM

*Richard Rosso*