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MS4 March 30, 2010 Meeting Summary

Members:

Tom Redar, Jason Dravet, Rick Eberly, Tony Dixon, Jennifer Gadzala, Rick Konopasek, Pete Mendez, Matt Keiser, Bryan Lane, Dorreen Carey, Matthew Kras, Matt Lake, Dan Gardner, Tim Kingsland, Kathy Luther, Amanda Pollard.

Introductions:

Self-Introductions were made by members and staff

2009 Year End Final Report – Kathy

Kathy asked members to review the October 30 Summary and the 2009 Year End Final Report. Questions and Discussion concluded.

Kathy said there is not a requirement to submit a compliance report until October 2010, but I put together a summary of all the activities that were done over the last year.

Also, we will overview the financial report for 2009 and I will resend the report with the actual totals. These reports were put together for your information and to keep as records. Questions and Discussion concluded.

2010 Partnership Renewal Status – Kathy

Kathy said the partnership renewal status and the status with the permit cycle, starting with a summary of NIRPC program fees for NPDES MS4 Storm Water; Phase II Public Outreach and Education Program 2010-2011 will be reviewed.

There is pending on the members that responded; Gary will be added to pending; some have not responded. We have 45% of the communities committed, not counting the pending and we have received 20% of the payments. No status with East Chicago. There are on going discussions; hopefully, we can get a status on where they are. Also, that is another question because we are in a new contract period. I did not provide them with reporting for the 2 years that they did not pay. Now, do we write that off, or do we let them in again? Questions and Discussion concluded.

Scope of Work Update – Amanda and Kathy
MCM 1

Classroom/Youth Activities

Amanda said there is a Teacher’s Training Workshop on Wednesday, April 28 at NIRPC from 4:00 P.M. – 6:00 P.M.; ten teachers have signed up, most of them are from Portage and some are from East Chicago. It is free and there will be snacks and drinks. So if you have contacts, let me know and I will send the e-mail. If I receive contact from the school districts then I will send an e-mail.

In Porter County, we are working with Dianna Gardner, who is doing one or two water camps this summer, so we will try to work with her and pass out materials. We will work to get the word out and hopefully get some kids from the area to attend. Kathy said we will participate actively in that camp and try to duplicate it in Lake County with the park department. We talked about services that we can provide, but if we can get in the door with contacts, it will be beneficial. Questions and Discussion concluded.

Materials – Amanda

Amanda said we have all of the materials listed, except for the rain gauges; they are not in yet. Also, if you picked up a book mark, it is a coast week book mark. The back of it is blank. At the bottom of the book mark, it says “To help celebrate coast week draw a picture of your favorite water activity and turn it into the library and the winning drawing will be featured on a book mark.” We are going to distribute these to the libraries. We will pick the winner and the drawing will be on a book mark that we will distribute at our events’ activities. Please pick up a stack and distribute them to your libraries; discussion concluded.

Media - Kathy

We cut the radio for the watershed ads out of the budget. Newspaper and Education, we did budget that. We haven’t done the movie theater. Right now, I am doing my ride share program. I dropped the ball on that Merrillville Theater, so I will call them back. We are not doing Comcast. We are not doing billboards.

I have been writing editorials in the Times. I have done advertising and a rain garden half page ad in all of the entire home and garden show in both the Post Tribune and the Times and all of their home and garden show promotions.

Meetings/Events/Presentations/Workshops:

For the MCM based workshops, we did have a discussion of the workshop committee, right before the end of the year. We have out a request for proposal for a consultant to do

the Elicit Discharge Workshop. We did not get any response on that. Some consultants thought it was already a given. Someone else advised me that a request for proposal was too onerous of a task for that small amount of money, which I agree with. We had already agreed that we would spend up to \$5,000 on it. So I wanted to compete on someone who knew what they were talking about, which then put me into this whole proposal matter. Now that no one responded, I can do a soul source. I am going to contact somebody again; probably in May. We are going to try to do two workshops a year; discussion concluded.

MCM2

Materials – Kathy

Kathy said stencils were ordered and we cannot do anything with them. They are customized and we cannot send them back. We will order new ones. We will distribute them to the communities. The stencil represents our water guy “Splash.”; discussion concluded.

Regarding the car wash coupons, we haven’t got numbers back, but with Family Express last year, we did a pilot of 500 hundred coupons. Family Express said a lot of them came back and they had an education message and that did not cost us anything. They were excited because they printed them. They have agreed to do a thousand this year. I exchanged a lot of voice-mails with Gas Point last year, so I am waiting on Family Express to give me some numbers, so that I will have a selling point when I contact them; discussion concluded.

Events – Amanda and Kathy

Amanda said there will be an Adopt –A- Beach Workshop at NIRPC on April 13 from 5:30 P.M. – 7:30 P.M.

On April 17, there is a Sun Set Hill Earth Day Event from 10:00 A.M. to 3:00 P.M. - It is free.

The 2010 Gas Can Exchange schedule is available and Gary is the first one on April 10. We will distribute those through the Clean Air Car Check Emissions Testing.

The Gary Green Day is on April 24 at the Douglas Center from 11:00 A.M. to 3:00 P.M.

Survey – Kathy

This is the year to do the survey again. We thought we had a deal with the vendor to get the next survey at a discount because they would not have to prepare the questions, well we did not get an inviting. So, the price went up, which will cause us to go out for a quote, or request for proposal; we will get that out this month; discussion concluded.

Partnership Coordination:

Meetings – Compliance Reporting - Kathy

This is our first quarterly meeting. The schedule of the compliance reports are in the packet.

Our next meeting will be June 29. I will have a draft compliance report for everyone to review for completion in September. So whether you are October 1, 15 or 30, everybody will have it. That will have to take information from the audit forward, so that is the scope of work; discussion concluded.

Partnership Policy Issues:

Kathy discussed the approach to non-renewals and budget, approach for items that come in under budget and approach for materials for distribution. Amanda requested a June pick up; discussion concluded.

Kathy overviewed the MS4 Community Partnership Organization Chart.

Adjournment:

The next meeting is June 29th, 2010 in the Packer Room at 9:00 A.M.

MS4 Community Partnership Meeting Summary
6/29/2010

Partnership Renewal Status

Kathy said about 60% of the fees have been turned in. She also mentioned a need to organize the existing renewal status data. Some institutions may need a reminder to pay their dues.

Finances and Budget

The proposed budget is what is allocated from IDEM.

The survey will cost \$8,000 initially, which may set the program back for a short time.

The MS4 workshop cost \$5,000, which took up the entire line item for workshops. Some revenue is expected.

Kathy mentioned that some items have been coming in under budget, such as printing. Since the rain gauges are popular, and the budget is limited, money can be moved from printing to cover additional rain gauges. There was a suggestion that more calendars may be needed. Another person suggested developing a brochure and that we may want to hold back some of the printing funds for the cost of printing brochures.

Scope of Work

Amanda said there will be a teacher workshop. Ten participants are from Portage. July 7th and 8th Amanda will attend the St. Johns day camp. NIRPC will also be represented at a booth during the Porter and Lake County fairs.

Amanda will let everyone know when a volunteer sign up will be available to work the fair booth. The Lake County Fair is August 6th to the 15th, from 10am to 10pm. The Porter County Fair July 22nd to August 1st.

Joe discussed the idea of a rain garden theme at the fairs. Additionally, he discussed the idea of having a rain barrel raffle and a native seed pack for distribution to the masses. There was an extended discussion about the possibilities and popularity of rain barrels.

There was a discussion on counting the number of people that visit the fair booth. Counting the brochures taken is one method. Or counting the number of raffle tickets turned in. There was discussion about

keeping the list of raffle sign-ups for future distribution of rain barrel opportunities.

Classroom/Youth Activities

Joe had three separate events at Coffee Creek. The group consisted of school age children of various ages. His focus was on aquatic insects. It was suggested that other MS4's use Joe and his knowledge of water quality to teach others through the Hoosier River Watch framework. Kathy added that NIRPC could support the MS4s in this way.

Media and Marketing

Kathy put some ads in local publications and she is still writing a column in the paper. Kathy discussed a contract with MCM Media for 6 months for ads at the movie theaters. They will start July 16th. The entire contract is for \$1,500 for two ad changes.

Amanda discussed the gas can exchange program. She distributed many boxes of gas cans. The next exchange will be July 12th in Westchester.

Joe discussed the possibility of Hoosier River Watch training for MS4 staff. For the public, Joe can conduct the workshop, but it would be up to the MS4's to organize the people and location of the event.

A need to standardize water quality testing in the region was suggested. That way we are all testing the same parameters and in the same way.

Kathy presented the rain garden and prairie signage created by our intern Beth. The signage will be distributed to MS4s as a template for their own use. They can then drag and drop their own pictures and specific information.

NIRPC solicited requests for proposals for the water quality survey. Two proposals were submitted at a cost difference of only a couple hundred dollars. Kathy asked for interest in participating in the survey.

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MS4 September 28th, 2010 Meeting Summary

Introductions:

Self-Introductions were made by members and staff

Compliance Report – Kathy, Reggie

- If communities have done above and beyond what NIRPC has done they will need to specifically say what they have done.
- Reggie wants to know how each community has used the give-a-ways.
- Each community must review part B and part C every 5 years. The changes in the part C must be included in the annual report
- Each community must have the cover page and a signature page. The actual report can be done in a word document.
 - If you have a letterhead please use it.

Survey

- There will be a one day workshop that will educate the MS4s on how to use the survey and other methods. Reggie will keep everyone up to date on when and where this workshop will be held.

Annual Meeting

- IDEM will host the annual meeting. The meeting will be held at the Government Center in Indianapolis in May. The day will be shorter compared to previous years and will cover permits. The meeting will have a start time of 9am and will conclude at 3pm. It is free and lunch will be on your own.
- The next annual report will be due October 2012 and will cover the time frame from July 1st 2010 to July 30th 2012.

Scope of work

- Citizen guides, placemats, rain gauges are in stock for the communities that did not receive them earlier in the year.
 - There will be a Teacher workshop on October 30th. As of right now there are no registrants.
 - 5,000 calendars will be printed

- We will have one more workshop by the end of the year. The topic that was discussed was water monitoring and Joe Exl will be able to help run the workshop. We should be able to have the workshop in late Fall.

MS4 Community Partnership Quarterly Meeting
December 14th, 2010
Meeting Summary

Attendees:

Tim Kingsland, Dawn Heavner, Rick Konopasek, Brenda Brueckheimer, Alicia Barber, Kevin Breitzke, Bryan Lane, Dan Gardner, John R. Sabo, B. Scott Henry, Mingyan Zhou, Kathy Luther, Joe Exl, Meredith Stilwell, Phillip Downs

Introductions:

Self-Introductions were made by members and staff

Survey:

Phillip Downs, Ph.D., of Kerr & Downs Research, gave a presentation on the Water Quality Survey his company conducted in October 2010 for NIRPC. The surveys are completed every three years, with the last one done in 2007 and the next to be conducted in 2013. The survey was conducted by telephone with 607 people being contacted. Kevin Breitzke inquired what areas/counties the 607 NIRPC residents interviewed were from and was concerned if that included LaPorte County. Phillip referred to the GSI maps, in the presentation printout, which reflect the zones surveyed and Kathy indicated LaPorte County was not included because the survey was funded through the MS4. Kathy stated a disclaimer indicating that point can be included in the finalized survey. Income and age tend to be key variables that affected the survey opinions and responses, and suggests that spending money to focus on and educate younger and lower income populations would be valuable. Phillip will send Kathy the survey database, which will have all of the response information, once it is finalized.

Since the next MS4 meeting is not until March, 2011, Kathy asked the group if they wanted to have a whole group meeting or a small group meeting of those most interested before that meeting to discuss the most important topics of focus to achieve the most results. After discussion it was decided that a focus plan would be drafted by NIRPC and emailed to the group for review and advisement.

Finance Overview and Budget:

Kathy stated that for the first time in the three years she has been here, all MS4 Communities invoices have been paid for the year. The 2011 invoices will be coming out in February, 2011. She estimates there is around \$35,000 for the remainder of the year and the budget seems to be in pretty good shape. Kathy stated she has requested a break-down of the Cinema ticket sales from the vendor in order to get an idea of how many people are actually seeing the ads running in the theater, but has not received that information yet. Travel dollars for staff was not originally factored in the Scope of Work which resulted in total NIRPC expenses to go over, but other than that are still within the target for planned expenses.

Scope of Work Update:

Kathy reviewed the 2010 Scope of Work. Due to the NIRPC office closing, due to snow on Monday, December 13, the update was not able to be completed. A finalized report will be distributed and hopefully will be able to be utilized for the MS4 annual reports required from the communities.

Kathy discussed the rain barrel raffle and the fact that a list was compiled of the people who requested to be contacted for future opportunities. Two of the four awarded rain barrels have been picked up, but the other two are still here at NIRPC. It was suggested that one more attempt to contact them be made and if there is still no response then keep the rain barrels for demonstrative purposes.

Stormwater mitigation in the 2040 Comprehensive Plan:

Kathy spoke about the 2040 CRP and the required environmental mitigation component and mitigation activities that are appropriate for transportation activities which need to be listed. Water quality and wildlife habitat are also components to be included.

The group indicated they would be interested in being involved in funding opportunities for stormwater projects from transportation enhancement dollars available for environmental projects at an 80/20 match. Kathy will send out an email with information to the group.

Next Meeting: March 22, 2011