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| ATTENDEES: | SWMAC: Paige Maz, Regina Majercak, Paul Burgmayer, Heather Gill, Joe Schanne, Charles Boschen  CH2M: Courtney Finneran |
| PREPARED BY: | CH2M |
| MEETING DATE: | November 10, 2016 |
| SUBJECT: | November 2016 meeting |

**YouTube link:** <https://www.youtube.com/watch?v=BJSOEOi1KNk>

**Review of Previous Meeting Minutes**

* OCTOBER 13, 2016 and OCTOBER 27, 2016 SWMAC meeting minutes – approved with several minor typographical edits

**Public Comment**

* No public comment

**Discussion of SWMAC Budget Presentation to Board of Commissioners (BOC)**

* Paul presented to BOC on 11/7/16
  + BOC had no issues except that the SWMAC should be spending stormwater funds more expeditiously
  + BOC is interested in capital projects; SWMAC will seek to amend budget in January 2017 once updated costs are available for the project currently under design

**Old/New Business – RFP for Stormwater Administrator 2017-2018, update on current Repair Projects, Highview Drive status, Storm Sewer Inspection/TV status, SWM Ordinance Revisions, Mill Dam legal research, North Wayne Train Station/SEPTA**

* RFP for SPA 2017/2018 – 2-year contract out for proposals
* Storm Sewer Inspection is 50% complete. Steve to provide the linear length. Paige would like to see what was awarded (contractor, award amount, and end product)
* North Wayne Train Station – legal access issue, so project is in limbo. Regina stated that the SWMAC should consider a different project at that location (e.g. rain garden), and remove the $100,000 from 2017 and develop alternatives. Joe pointed out that it would be best to wait until the projects for the Township Wide Assessment (TWA) are listed, and use the money for that location. SWMAC recommended to pull that project and use the funds for a different project that does not have access issues. Paul asked if the project was being modeled or if is being considered in the project.
  + SWMAC recommended that no further money be spent until the results of the TWA are released and requested that CH2M include it in the project assessment.
* Regina noted that the Planning Commission asked about timeline and status on the Ordinance. Steve asked CH2M to provide an ordinance review, and Courtney reported that CH2M would complete that in a 4-6 week timeframe. SWMAC wondered why CH2M was asked to review Gannett Fleming’s review and requested additional information.
  + Paul asked what is the SWMAC’s with respect to the ordinance update, and Regina preferred to have a greater role.
  + Joe recommended Courtney documented questions for Steve/Dan.
  + Joe asked why are we reviewing the Ordinance again, and what is the timeline for the updates?
  + Pending response to status, the SWMAC will determine next steps to accelerate the implementation.
* Highview Outfall – when is Gannett Fleming going to provide design-based cost estimate as the $300,000 placeholder is quite high. Can Gannett Fleming provide a schedule? Does the $42,177 design fee include permit costs?
* Maplewood Ave/Mill Dam – Joe prefers to remove this project. John Rice asked to review the dam records. SWMAC requested status update, however, Joe is unsure why the SWMAC is funding it since he feels it is a road repair.
* Castlefinn Lane Culvert – Joe noted that this is not a big stream, the project is a bridge repair along with a full road repair. The SWMAC feels that any paving project should not be on this list.
  + The SWMAC would like to know what the project entails. Provide a summary including the budget impacts.
  + The SWMAC would like to know what the process is for Steve’s discretionary use of stormwater budget and how they are to be involved with decision making.
  + The SWMAC would like Steve to provide a monthly report of anticipated project costs so they can properly plan for the budget. In the event of an emergency, then Steve should send an email to SWMAC.
* Township Wide Assessment – please provide an updated cost to date amount
* Wawa/Banbury Way – Can Dan/Steve provide the SWMAC an update?
  + The SWMAC was interested in having the consultants provide time for a “case study” presentation at the 12/8 open house to the public
    - Provide an overview of the process from planning 🡪 concept 🡪 design 🡪 final design to help the public understand.

**Township Wide Assessment (TWA) - Update**

* CH2M is continuing to model the projects, however, we would like to get the public input before going too far.
* Dan reviewed plans for the Church of the Saviour detention basin and determined that the 72-in pipes under the basin provide significant storage volume and that additional modification may not be required. He will be further exploring that as we finalize the project development task.

**Township Wide Assessment (TWA) – Open House**

* Is there any issue with full SWMAC attendance at the event? Regina felt that because it was an advertised public event, it should not matter if all SWMAC members were in attendance. Joe assumed it was another meeting, so why would it matter? Regina recommended that it be an informational meeting with no voting taking place.
* CH2M will provide draft invitation for electronic delivery ASAP.
* CH2M will provide a draft PowerPoint for SWMAC input ASAP.
* The presentation section will be approx. 30 minutes allowing for Q&A. However, the SWMAC did not feel the need to allow for a group Q&A session. CH2M will include a “parking lot” for questions to be answered later. There will be no report-back session at the conclusion of the meeting. Consider having a rolling ppt on the slides. Maps should include landmarks because streets are not as helpful.
* Station 1 - Flooding Impacts
  + Public would put a dot on a map corresponding to a location where they have experienced flooding. Regina recommended that the color could be related to frequency and not allow the public to add dots based on depth or amount of rain. A separate form would allow for the public to provide additional detail.
  + The model would not necessarily be calibrated with this information. Instead, this information would help provide qualitative input.
* Station 2 -Stormwater solutions
  + SWMAC felt that educating the public was helpful, but that it could get very complicated very quickly
  + SWMAC was interested in listing out Pros/Cons of various solutions, however, if the public was not making any decisions (as was determined, below) then the Pros/Cons don’t matter as much.
  + SWMAC was wondering if we are asking the public to make a decision on anything. CH2M clarified that we had limited locations for projects due to ownership/etc.
  + CH2M noted that it was difficult to ask the public to put a value on one project type over another, and therefore that this station was more education oriented.
  + Joe: education of the project types is important. Philadelphia Water Department has educational document that could be utilized or adapted.
  + Can use this time to talk about Residential Rebate Program
  + Regina question: rather not see porous pavement projects b/c the Community can go see existing examples in Radnor. Regina prefers to see a commercial retrofit before/after project example that the community may not be as familiar with.
* Station 3 – Community Vision
  + Consider replacing low maintenance with aesthetics; expand on stream protection category
  + Consider adding images and additional text
  + Poster would allow public to add Top 3 values and Lower 3 values
  + Handout would allow public to rank values
  + Regina felt it would be duplicative, however, CH2M recommends both mechanisms
* Logistics
  + The SWMAC would feel a successful outcome would be 100 attendees
  + CH2M will prepare a draft Press Release flyer for an e-blast on Friday 11/18
  + SWMAC preferred that the open house would be one three-hour workshop, with 2 presentations. The group agreed to schedule the meeting 6pm-9pm

**Discussion of MS4 Permit Scope / Fee Proposal**

* CH2M provided a high-level overview of the changes to the proposal based on conversations with Steve Norcini.
* The SWMAC has committed to supporting the public component of the MCMs (PEOP and PIIP) and Heather offered to bring in example outreach plans. The SWMAC will coordinate with Steve to determine next steps on the MCMs, specifically ones that involve training of the Township Staff (outfall dry weather screening, for example).
* Action Item: Heather agreed to set up a meeting with Steve to discuss MCMs
* SWMAC requested to consider using their monthly meetings as the venue for the two (2) PRP-required public meetings in an effort to reduce costs

**Next SWMAC meeting:** 12/8/16 (Radnorshire room)

**Action Items**

* **CH2M** to follow up with Steve on several questions summarized above *(Note: completed on 11/14/16)*
* **SWMAC (Heather)** to set up a meeting with Steve to discuss MCMs