



SASWA MEETING MINUTES

Executive Board Meeting

January 20th, 2022

2:00 p.m.

Virtual Teams Meeting

I. Call to Order:

Mr. Gotham called the meeting to order at 2:03 p.m.

II. Roll Call:

Present: Erica Martell, *Spicer Group*; Kelsea Sutton, *Spicer Group*; Travis Hare, *City of Saginaw*; Daryl Gotham, *Saginaw Charter Township*; Marya Colpaert, *Saginaw County Public Works Commissioner*; Ruthann Evans, *Bridgeport Charter Township*; Mariah Kelly, *Saginaw County Road Commission*

Excused: Rick Hopper, *Thomas Township*

Absent: John Farver, *Saginaw Intermediate School District*; Don Sumption, *Carrollton Township*

III. Public Comment: *None*

IV. Review of November 17, 2021, Meeting Minutes

A motion was made by Mr. Hare to approve and supported by Ms. Colpaert, MOTION PASSED.

V. Correspondence: *None*

VI. Report from Treasurer:

A. Mr. Hare presented invoice # **63183** from **Roberts, Boehler, & Fisher**, for general services through **December 31, 2021**, in the amount of **\$325.00**.

A motion was made by Ms. Evans to approve and supported by Ms. Kelly, MOTION PASSED.

B. Mr. Hare presented invoice #**211522** from **Spicer Group, Inc.**, for general services through **November 27, 2021**, in the amount of **\$5,020.25**.

A motion was made by Ms. Evans to approve and supported by Ms. Colpaert, MOTION PASSED.

VII. Old Business:

A. Public Education

1. Winter post to be published early December.
2. Display board sign up available for 2022

Any use of the website for public education please document and send to Ms. Martell to place in files. Recommend saving a screenshot for future audits and progress reports. If you are interested in signing up for the display board, please message Ms. Martell.

B. EGLE Audits

1. Carrollton - January 14th

2. Swan Valley - February 14th
 3. Looking to schedule two in March, April, May, and June
Audit with Carrollton went quickly and covered all six minimum measures. Have not received an audit follow up letter at this point. On site visit included the DPW building and school salt storage. Mentioned during the audit that permit reissuance and progress reports will be due in 2023 and that it will be an easier process than the last permit application submittal. Swan Valley audit will also cover all six minimum measures.
- C. Dry Weather Screening & E. Coli Sampling
1. SCPWC follow up status
No updates at this time still believe EGLE is involved in addressing the discharge.
- D. Catch Basin Inspections
Ms. Martell sent out the catch basin maintenance maps based on the results from the 2021 inspections. Ideally would like to see maintenance done before the spring as this will be a topic in upcoming audits. In 2022 all medium priority catch basins are to be screened.

VIII. New Business:

- A. Annual Progress Memo of the SASWA
1. For members to distribute to their boards or governing/administrative bodies.
Memo was included in the calendar invite for the meeting and will be finalized and provided at the next general meeting and posted on the SASWA website. This memo is a good resource for new staff and Ms. Martell and Ms. Sutton are available to discuss in further detail with any staff or board members. If you have any comments, please let Ms. Martell know.
- B. Local & Community Reports
- Bridgeport: Ms. Evans is set to retire on July 29th, 2022.*
- City of Saginaw: Have an upcoming project and will be installing additional catch basins and wanted to know the procedure for updating the structural inventory. Ms. Sutton stated that once as-builts are complete for the project to provide them and Spicer will update the structural control inventory and outfall list as necessary and will provide updates with the following progress report/ permit resubmittal.*
- C. Upcoming Meetings
1. February 17, 2022 @ 2:00 pm – General Meeting (Virtual)
 2. March 17, 2022 @ 2:00 pm – Executive Meeting (Virtual)
- Will continue virtually until a suitable conference room is available at Spicer due to limitations on space due to renovations. Mr. Hare will most likely not be at the March meeting and will coordinate with Mr. Hopper prior to the meeting on any treasurer reports.*
- D. Other

IX. Adjournment: 2:34 pm

Respectfully submitted,

Ruthann Evans, Secretary