



Hamilton County Storm Water District

Administered by the Hamilton County Engineer's Office – Theodore B. Hubbard, County Engineer
in partnership with the Hamilton County Soil and Water Conservation District
the Hamilton County Department of Planning & Development,
and the Hamilton County Public Health Department

Website: <http://www.hcswd.org>

Hamilton County Storm Water District

86th Oversight Draft Board Minutes

May 22, 2019

2:00 p.m.

Springfield Township Administration Building

Allen Paul Room

Board Members Present	Board Members Absent
Joseph Honerlaw – Hamilton County Township Association	Andrew Pappas – Hamilton County Township Association
Theodore Hubbard – Hamilton County Engineer	Todd Portune – Hamilton County Commissioner's Office
Mark Quarry – Hamilton County Municipal League	
Jenny Kilgore – Hamilton County Municipal League	
Alternates Present	Alternates Absent
Tim Gilday – Hamilton County Engineer's Office	Victoria Parks – Hamilton County Commissioner's Office
Jim Obert – Hamilton County Township Association	Jennifer Kaminer – Hamilton County Municipal League
Merrie Stillpass – Hamilton County Municipal League	Frank Birkenhauer – Hamilton County Township Association

Guest Name	Organization
Andrew Bohlen	CDM Smith
Chris Calpin	CDM Smith
Nancy Ellwood	CDM Smith
Chris Griffith	Hamilton County General Health District
Dora Hamblin	CDM Smith
Todd Long	Hamilton County Engineer's Office
Kate Moran	CDM Smith
Ben Poole	Hamilton County Planning & Development
Ryan Wuest	Hamilton County Public Health

1) Meeting Called to Order / Pledge of Allegiance

Chairman Quarry called the 86th Oversight Board Meeting to order at 2:03 p.m. and led the group in the Pledge of Allegiance.

2) Introductions

Introductions of the Oversight Board and Alternate Members were made.

3) Approval of Minutes:

Alternate Board Member Obert moved to approve the minutes from the 85th Oversight Board Meeting dated March 27, 2019; seconded by Board Member Hubbard; and the motion carried.

4) Unfinished Business:

None

5) New Business:

A) Presentation and discussion of the HCSWD 2018 Annual Report to Ohio EPA:

- 1) Mr. Long communicated that the new electronic Ohio EPA Annual Report was submitted online on March 27, 2019 – before the required April 1st deadline.
- 2) The traditional District Annual Report will be available electronically once finalized.
 - Mr. Long presented highlights of the annual report.
 - The report reflects the collective work completed by District Partner Agencies & co-permittees who elected to perform at least one compliance activity on their own:
 - Hamilton County Soil & Water Conservation District
 - Hamilton County Public Health
 - Hamilton County Planning & Development
 - Hamilton County Engineer's Office
 - Amberley Village, Blue Ash, Evendale, Greenhills, Indian Hill, Montgomery, Sharonville, and Terrace Park.
 - The Annual Report is organized by Minimum Controls Measures (MCM). Mr. Long presented a review of key metrics from each of the six MCMs.
 - MCM 1 – Public Education & Outreach: The number of people reached through internet-based media and storm-water themed cable/television spots increased significantly in 2018 representing a shift away from more traditional information sources.

Please refer to agenda packet for schedule details

- MCM 2 – Public Involvement & Participation: The District promoted, supported, or planned 154 events in 2018.
- MCM 3 – Illicit Discharge Detection & Elimination (IDDE):
 - The District is on track to complete permit compliance activities under the current MS4 mapping effort. At the end of 2018, there were 11 outfall investigation sites requiring discharge elimination and 3 sites requiring final screening to verify no illicit discharge.
 - The District is also on track to meet permit requirements for mapping and inspecting home sewage treatment systems.
- MCM 4 – Construction Site Runoff Control:
 - In 2018, the District reviewed 1,152 plans for erosion and sediment control compliance yielding 628 projects that met the earth disturbance permit threshold.
 - To comply with the new Construction General Permit requirements, plan reviews were coordinated between HCSWCD and HP+D staff.
 - The District performed an average of 1.28 inspections per month in 2018 – exceeding the permit required average rate of one inspection per month.
- MCM 5 – Post Construction Storm Water Management: The District met its plan review permit requirement in 2018. 39 of the 96 plans reviewed for water quality compliance exceeding the threshold requiring installation of post construction best management practices.
- MCM 6 – Good Housekeeping & Pollution Prevention for Municipal Operations: The District met its permit requirements in 2018 by training 332 Municipal Separate Storm Sewer System (MS4) facility staff, having Storm Water Pollution Prevention Plans in place at 58 MS4 facilities, and conducting 28 follow up inspections to ensure plan compliance.

B) Presentation of a summary of the budget forecast for fiscal year 2020:

- 1) Mr. Long presented the history of the District funding and an overview of the rate structure (handout provided).
- 2) Mr. Long presented the proposed 2020 District budget.
 - Revenue projections are based on co-permittee level of service (LOS) selection and estimated SFUs for each co-permittee.
 - There are no selection changes for 2020 based on the LOS forms returned to date.

- The number of SFUs rose slightly due to the addition of Crosby Township to the District and a small increase in impervious surface countywide.
- Projected expenditures are based on 2020 Partner Agency work plans. Increases in expenditures for 2020 are minimal.
- Projected 2020 expenditures exceed the projected revenues, which is in line with expectations as conveyed at previous meetings of the Oversight Board.
- Projected HCSWD expenditures from 2015 through 2020 show a consistent trend of holding budgets tight. The decrease in revenue is the problem.
- In a future meeting, a formal request will be made for a recommendation to the BOCC from the Board for a rate increase based on this deficit.
- Mr. Long asked for a recommendation to present the proposed 2020 budget to the BOCC for approval.
- Discussion among the Board:
 - Action needs to be taken regarding the projected deficit and discussions need to occur with the Hamilton County commissioners.
 - A suggestion was made to include inflation increases into the budget structure moving forward.
 - More details on expenditures for District services are needed.
 - Mr. Long stated public hearings will be held before asking for a rate increase.

Alternate Board Member Obert moved to recommend approval to present the 2020 Storm Water District Budget to the County Commissioners, seconded by Board Member Hubbard; and the motion carried.

5) Hamilton Further Announcements:

A) Next Meeting Dates:

- Partner Agency Coordination Meeting – Thursday, July 25, 2019 – Hamilton County Public Health, 250 William Howard Taft, 2nd Floor, 9:00 A.M.
- Oversight Board Working Session – Wednesday, August 28, 2019 – Springfield Township Allen Paul Room, 2:00 P.M.
- Oversight Board Meeting – Wednesday, September 11, 2019 – Springfield Township Allen Paul Room, 2:00 P.M.

6) Other Business:

None

7) Adjournment:

With no further business, the 86th Oversight Board meeting was adjourned by Chairman Quarry.

Respectfully submitted,



Theodore B. Hubbard, P.E.-P.S.

Secretary/Treasurer for HCSWD