



CITY OF KEIZER

Keizer Storm Water Task Force

Minutes

Date: Thursday, September 17, 2003
Time: 5:00pm
Location: 930 Chemawa Rd NE, Keizer OR

Call to Order:

Meeting called to order by John Blake at 5:12pm

Attendance:

John Blake, Steve Downs, Rick Roemer, Dave Chamness, Beth Daniels, Barb Hunter, Francis Kessler, Tim Smith, Judy Smith (5:42), Jacque Moir (5:42), Michel Gaynor, Staff: Rob Kissler, Bill Lawyer, Matt Reyes and Bill Peterson.

URS Consultants: Krista Reininga and Jennifer Belknap (5:18).

Welcome of new committee member Beth Daniel

Approval of Minutes:

With review of minutes, corrections noted. Request was made to have the Consultants listed in the attendance, also page numbers. With time for review being a factor, Bill Peterson moved that the final draft of minutes be approved at the next meeting. Francis Kessler seconded the motion. Motion passed. During that time, members encouraged to email any corrections to Cathy.

Staff Liaison Report:

Rob Kissler, PW Director, presented a map showing outfalls from the storm drain system into our water shed; neither is Labish Ditch, Claggett Creek or the Willamette. URS staff will have further discussion regarding these. The number of pipes that are showing is 80, reflecting only those that the City is aware of. There also might be private ones that could be consider outfalls that staff is just not aware of. McNary and Stats Lake, both have private storm drain outlets that are not identified; also not showing are those included in the mobile home parks. Clarification that these are just pipe run-off locations, ditches not included. Staff felt that the map was a pretty accurate reflection.

URS Staff Report:

Handouts were passed out showing summary tables of Minimum Measures #1, 2, 3 & 6. Also a draft of initial estimate of resources needed. Once the committee gets through the last two minimum measures, it will be helpful to have the summary to take an overall look at and decide where to begin to get the program started. Krista reviewed the agenda

of what URS would be covering at this meeting; which Krista would be giving the information updates and addressing the Illicit Discharge and Elimination.

Information Updates:

DEQ Interpretation of UIC's

Jennifer had contacted DEQ (Department of Environmental Quality) regarding the perforated pipes, and how are they counted. DEQ was still not totally clear with the answer, but did say that one system can be counted as one – but again, still a little grey. Either way, Keizer has more than 50 (88 counted); which the requirements would only change if it were under 50.

Status of other Phase II's

URS presented table of survey done on where other Phase II communities are with their Storm Water Management Plan development and how their funding it; and, what are their plans for funding the program. Due to time, Krista did not go into great detail of the handout. Most of the Phase II communities already have plans for an FTE (full time employee), ranging from 1 to 3; most have a storm water utility in place or feel like they will definitely have to get one for the program. Some discussion of how these other communities are doing this. Some of them have not made much effort, possibly waiting tag along with another one.

Rob requested a 5 minute recess to allow Council Members, who were in another meeting, to be in attendance before URS starts the next section of their presentation. Meeting reconvened at 5:35pm.

Illicit Discharge Detection and Elimination:

Krista began with URS presentation of the Illicit Discharge portion. She referenced the power point handout (attached), giving definition. Krista noted that not all jurisdictions are including the Fire Depts., and DEQ is not requiring it, but Keizer may want to look at that possibility. Rob brought out that with Keizer having a volunteer fire, that does drills often, he would recommend that the Fire Dept. be included. Francis shared that the City of Salem is working with the Fire Dept. that does foam drills at the airport. The foam being antifreeze based, causes a big oxygen sag. Staff will work with Keizer Fire to clarify that foam needs to be caught. Krista began to address the requirements on this minimum measure. Keizer has accomplished the first one, to develop a storm drain system map with outfall locations. Discussion continued on the other requirements. It was recommended to eliminate the field test kits. Krista continued through the handout, reviewing Part 1 & 2 of the Permit application requirements for Phase I's; also what they are doing. Krista gave her recommendations for what Keizer should do, first one would be to eliminate the field tests kits. After reviewing what Keizer is currently doing, which they can take credit for, she then went through the list of recommendations on pg. 11 of handout, some of which URS will be doing. The committee then looked at the table of minimum measures (separate handout). Discussion of costs involved, and what possible options are. It was suggested that we look to other cities for examples, in effort to not reinventing the wheel. Keizer does have a nuisance abatement policy that they have used in the past, but will need to look at developing a more defined ordinance. There are not a whole lot of alternatives with the requirements, basically it is to choose to do it in house or contract it out. The focus on the minimum requirements would be on which is most cost effective. Point made that by doing even the minimum requirements will be a huge step for Keizer. There was discussion of whether City could take credit for other projects being done in Keizer, for example the Watershed Council project with Claggett Creek. URS cautioned that when including an item such as this on a

permit, you are committed, and would require another permit to change that. Staff clarified the monitoring that the Watershed Council is doing is different than the monitoring of water quality. Krista continued to explain the table of costs to complete the minimum requirements. Discussion and clarification on the costs; URS agreed that it would be wise to add the cost of at least 1 testing, in the event of enforcement. Staff questioned the testing schedule of the outfalls. URS clarified that this is not a perfect system and that some illicit discharges may get missed, but the effort needs to be on the more chronic cases. Staff expressed their preference would be to test all of them the 1st year and then revisit annually; ½ of them one year, then the other half the next year. This would also allow for the opportunity for other maintenance issues; regarding zoning issues, broken water mains, clogged pipes, broken flaps, etc. Krista expressed that this type of testing is most effective. Discussion of the cost difference of testing all in the 1st year versus spreading it out over 5 years, in reference to FTE's. It was agreed that the task force will revisit this measure again, once URS has presented all 6 of them.

Dave Chamness & Tim Smith had to leave 6:02pm.

Pollution Prevention/Good Housekeeping:

Jennifer presented on the prevention/housekeeping minimum measure. This one is a maintenance oriented measure regarding municipal issues, which fits very well with the maintenance of the UIC (Underground Injection Control) program. Jennifer also referred to the power point handout to go over the minimum requirements. It was clarified that this is maintenance for "City" operations. Examples were given and discussed for clarification. Jennifer reviewed some examples of BMP's (Best Management Practices) pg.15. There was some discussion of these, with Francis relaying what they are facing with the City of Salem. Rob interjected that Keizer currently contracts some of these services out. Francis questioned the area of riverfront homes, and if there was opportunity there for education. Jennifer stated that there are other Cities that face this same problem and it is definitely an opportunity for public education outreach. Jennifer then reviewed various ways the Phase I communities dealt with this requirement. Due to the shortness of time, went through them quickly (pg.16). There was review and discussion of what Keizer is currently doing that they can take credit for, including but not limited to; Street sweeping, Catch basin cleaning, Household hazardous waste collection, Yard debris pick-up and general household recycling, and the Adopt-a-Street program. Committee members mentioned a few more things that Keizer is doing (fall leaf haul) to see if they would be considered. The requirements (pg.18) were discussed. Jennifer brought an example of the 'ACWA Maintenance Toolbox', which is a large document, but can be found on the ACWA website. In addition to developing/implementing an operation and maintenance program, and training municipal employees and subcontractors; other recommended alternatives are to implement a catchbasin cleaning program, develop/implement a spill response program working with Fire Dept., evaluate flood control structures, stream clean-up day, and to activate the 'adopt-a-street' program. Some of these also fulfill the UIC requirements. There was clarification on whether it was required to clean all catchbasins or just those connected with the UIC's. There was also discussion on how to work with the Fire Dept. on hazardous waste clean-up.

There was a break in the URS report, allowing Councilor Smith to present awards from the Volunteer Committee, cookies and certificates were passed out.

At this time, with some committee members needing to leave, the date of the next meeting was set. Rob expressed the importance for all members to be present at the meetings, due to the timeline that we are facing. An email will be sent out to reflect the dates and the importance of attendance by all.

Jennifer then continued with reviewing the summary table, pointing out that with alternative 'A' – which is using city staff, there is a different number of hours allocated verses alternative 'B' which is using consultants. The consultants show a fewer number of hours, due to their experience. Further explanation was given on the costs involved on the catchbasin clean-up. Also included in the power point handout are the UIC requirements. With the lack of time, URS asked committee to view these on their own. Krista then referenced the tables, expressing the desire to come up with a tool that would be most helpful. Requested that the committee view these tables and let URS know what would be most helpful, in order for them to put together the most effective tool.

Appearance of Interested Citizens:

No interested citizens appeared.

New Business:

No new business discussed.

Old Business:

No old business discussed.

Meeting Adjourned:

Barb moved that the meeting be adjourned. Jacque seconded the motion. Motion passed.

Next Meeting:

October 23rd, 2003 at 5:00pm.

Minutes Prepared by:

Cathy Meeks