

April 2, 2002

Memorandum

TO: Palm Beach County NPDES Permittees
FROM: Alan D. Wertepny, P.E.
SUBJECT: Minutes of NPDES Steering Committee Meeting Held On March 21, 2002
(Our Ref. No. A1016.01)

I. Attendees/Introductions

Approximately 20 of the 39 co-permittees were represented at the March 21, 2002 NPDES Steering Committee meeting. Steering Committee members present included: Laurent Van Cott (Chair), John Bonde (Vice Chair), Randal Krejcarek (Secretary), and Rebecca Travis (Member). A copy of those in attendance is available upon request.

II. Administrative Activities

- a. **Minutes of February 21, 2002** - A motion was made by John Bonde and seconded by Rebecca Travis to approve the February 21, 2002 minutes. The Steering Committee approved the minutes of the February meeting.
- b. **Budget Report** – Financial reports for the 5th and 6th Year Program for the period of December 14, 2001 through March 14, 2002 were provided to all attendees. The 5th Year Program has a fund balance of \$194,969.41. Included in this balance is a reserve for contingencies in the amount of \$37,895.54. The 6th Year Program has a fund balance of \$212,427.76 which includes a reserve for contingencies in the amount of \$21,124.70.
- c. **Permit Renewal**– The consultant for DEP has prepared a draft of our permit for our second permit cycle. Prior to this draft being released it requires review by SAIC's and the State. At this time we do not have a schedule as to when we will receive this draft permit. Once the permit is received we will have an opportunity to provide comments. Prior to any finalization of the permit a public comment process is required. As any development occurs regarding our permit, Palm Beach County's permittees will be notified.
- d. **5th Year Report** – To date we have received 3 individual 5th Year Reports from Jupiter Inlet Colony, Juno Beach and South Bay. All co-permittees are reminded

that 5 certified originals should be submitted to Mock•Roos by April 30, 2002.

- e. **Steering Committee Representatives** – Lake Park’s representative, Brian Sullivan is no longer with the Town. The Steering Committee is in need of a replacement to our 6 member committee. Lake Park participation fulfilled one of the positions for representation as a small municipality. A small municipality is defined as a population of 10,000 people or less. The Steering Committee discussed the issue of replacing the representation from Lake Park. If any of the municipalities are interested in becoming a member of the Steering Committee please contact Alan Wertepny. Criteria for consideration by the Steering Committee included meeting the requirement for population, second requirement is the number of years an individual has been first involved in the Palm Beach County NPDES Program and the third requirement is complexity of the particular MS4. The Steering Committee goal is to have the installation of the new member for the May meeting.

III. Interim Interlocal Agreement

Ken Edwards provided copies of a proposed amendment to the existing Interlocal Agreement between Northern and the Co-permittees. The purpose of this first amendment is to extend the term of the agreement which would otherwise expire on September 30, 2002. The first amendment also includes a 6th fiscal year from October 1, 2002 through September 30, 2003 and a 7th fiscal year from October 1, 2003 through September 30, 2004. Once DEP issues our NPDES permit for the second 5 year term, Northern and the co-permittees can then enter into a new Interlocal Agreement. Ken Edwards indicated that cover letter and a draft of the First Amendment for the extension of the terms of the NPDES Interlocal Agreement will be e-mailed to the co-permittees next week. The Steering Committee requested that a July 15th 2002 date be established as the target date for execution and finalization of this First Amendment.

IV. Next Scheduled Meeting

The next Steering Committee meeting is schedule for Wednesday, May 15, 2002, 9:00 a.m. at the offices of Northern Palm Beach County Improvement District. Items on the agenda include the following:

- Status of Permit Renewal
- Status of 5th Year Reports
- Discussion on South Florida Water Management District Permit and the NPDES Construction Permit – Bob Howard (SFWMD)

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I believe these minutes accurately reflect the discussions and decisions of this meeting; however, the writer will welcome additions and/or corrections in writing within seven days of the date of these minutes. Should you have any questions, please call me at extension 231.

ADW:cbm

Copies: Peter L. Pimentel
All Co-Permittees
Bob Howard