

August 29, 2002

Memorandum

TO: Palm Beach County NPDES Permittees
FROM: Alan D. Wertepny, P.E.
SUBJECT: Minutes of NPDES Steering Committee Meeting Held On August 21, 2002
(Our Ref. No. A2026.01)

I. Attendees/Introductions

Approximately 21 of the 39 co-permittees were represented at the August 21, 2002 NPDES Steering Committee meeting. Steering Committee members present included: Laurent Van Cott (Chair), John Bonde (Vice Chair), Angela Bailus for Randal Krejcarek (Secretary), Rebecca Travis (Member) Karen Brandon (Member) and Allen Trefry (Member). A copy of the attendance list is available upon request.

II. Administrative Activities

- a. **Approval of July 17, 2002 Meeting Minutes** - A motion was made by Allen Trefry and seconded by Rebecca Travis to approve the July 17, 2002 minutes. The Steering Committee approved the minutes of the July meeting
- b. **Interim Interlocal Agreement** – Betsy Burden reported that 33 of the 37 Interlocal Agreements have been executed.
- c. **Draft Permit** – A copy of the current draft permit was emailed to the co-permittees prior to the meeting. Additional copies were distributed at the meeting. This latest draft of Palm Beach County’s MS4 permit incorporates most of the changes we have discussed with FDEP’s consultant (SAIC). Mock•Roos is still coordinating with SAIC to address mailing addresses for the co-permittees and revisions to Part V to reference pollutant load calculations to be done on a watershed basis instead of a per outfall basis. The Steering Committee discussed the standard language included in program elements 7e, Activity 1 (Illicit Hotline Number), 7e, Activity 4 (FDOT Direct Local Telephone Number), 7f, Activity 1 (Referencing Used Motor Oil and Hazardous Household Products) and 9b, Activity 7 (Special District’s Procedure for Sediment Control BMP’s Violation). All of these programs contain a standard language, which states “This requirement may be satisfied through cooperative efforts with other co-permittees, supported by written documentation”. At this time the Steering Committee’s advice from the Attorney and the Engineer is that this language allows flexibility for interpretation. Our interpretation is as long as these program activities are be implemented by the co-permittees, written agreements may not be necessary. Consequently, at this time the Steering Committee is not proposing any

additional Interlocal Agreements between the co-permittees to address these programs.

Betsy Burden reported that FDEP has not received any objections or comments from the EPA or the public regarding the draft permit for Palm Beach County. FDEP's next step is to finalize the permit and issue a Notice of Intent to issue the permit. Following the public comment period, Palm Beach County's permittees should receive a permit on or before October 1, 2002.

- e. **Pollution Prevention Plan** – Van Cott initiated a discussion of EPA's and FDEP's schedule for lowering the threshold from 5-acres to 1-acre of disturbance for projects requiring NPDES construction permit coverage (March 2003). Van indicated that it would be helpful to the permittees and reviewers that if a short form for a PPP could be developed for projects less than the 5-acre threshold. The Steering Committee directed Mock•Roos to investigate and provide a status report either at the November 2002 or January 2003 meeting.

III. **Monitoring Program**

Brian Gentry discussed the status of the current monitoring program and coordination efforts with South Florida Water Management District (SFWMD) and FDEP's Southeast District office. Copies of correspondence from FDEP's Southeast District and Palm Beach County's recommendations for a coordinated NPDES monitoring program to incorporate the needs of both the TMDL's and the CERP were distributed to all attendees. Copies of this correspondence are available upon request. Palm Beach County requested that the Steering Committee pursue contacting FDEP's Bureau of Watershed Management to arrange for a workshop to discuss Palm Beach County's second permit term monitoring requirements. Representatives of FDEP's Southeast District, SFWMD, and Palm Beach County ERM should be in attendance. Palm Beach County will provide a listing and phone number of agency contacts. A motion was made by Allen Trefry and seconded by Angela Balias to initiate a letter request to FDEP's Bureau of Watershed Management to initiate a workshop with the other governmental entities in Palm Beach County for a coordinated monitoring program. The motion passed.

Brian Gentry also discussed the need for replacement of monitoring equipment (multi-level parameter unit). Currently there are sufficient funds in the monitoring budget for our 5-year program to pay for this equipment. John Bonde made a motion, which was seconded by Angela Balias, to approve purchase of the equipment up to a \$6,000 amount. The motion passed. Palm Beach County ERM will work with Northern's staff to obtain this equipment. Tracy Robb also brought up the issue regarding two (2) sampling units we have been unsuccessful in obtaining any buyers. A motion was made by Allen Trefry and seconded by Rebecca Travis to declare the two (2) sampling units as surplus and Northern to dispose of them as appropriate. The motion passed.

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IV. Next Scheduled Meeting

The next Steering Committee meeting is scheduled for Wednesday, October 16 2002, 9:00 a.m. at the offices of Northern Palm Beach County Improvement District. The items on the agenda include a budget report and a discussion on the TMDL Program by Camp, Dresser & McKee.

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:jeh

Copies: Peter L. Pimentel
All Co-Permittees
Todd Engle
Anne Capelli