

November 26, 2003

**Memorandum**

---

TO: Palm Beach County NPDES Permittees  
FROM: Alan D. Wertepny, P.E.  
REF. NO. A3050.01  
SUBJECT: Minutes of NPDES Steering Committee Meeting Held on November 18, 2003

---

**I. Attendees/Introductions**

Approximately 22 of the 39 co-permittees were represented at the November 18, 2003 NPDES Steering Committee meeting. Steering Committee members present included: Laurent Van Cott (Chair), Jay Foy (Vice Chair), Randal Krejcarek (Secretary), Tony Puerta (Member), and Karen Brandon (Member). A copy of the sign-in list is available upon request.

**II. Administrative Activities**

- a. Approval of September 17, 2003 Meeting Minutes** – Jay Foy made a motion for approval of the minutes for the September 17, 2003 meeting. It was seconded by Randal Krejcarek and approved by the Steering Committee.
- b. Interlocal Agreements for 2nd Term Permit** – Betsy Burden with Caldwell & Pacetti reported that all Agreements were complete except for the final execution of the FDOT Agreement. That Agreement is scheduled for finalization at Northern's November 18, 2003 Board meeting.
- c. Monitoring Program** – Alan Wertepny reported that the proposed Monitoring Program was approved by FDEP in a letter dated October 23, 2003. A copy of the program was distributed to all attendees and is available upon request. The plan includes thirty-four water quality sampling sites. Sixteen tidal sites will be monitored monthly and the eighteen freshwater sites will be monitored bi-monthly. Through the Interlocal Agreement between Palm Beach County and Northern Palm Beach County Improvement District, Palm Beach County Environmental Resource Management will collect samples at twenty one of the sites, analyze results and

provide an annual tabular summary of the results and report any exceedance of State Water Quality Standards. The remaining thirteen sites will be sampled by FDEP. FDEP's information will be obtained through information reported on EPA's STORET database. The results of this Water Quality Monitoring Data will be included in the Joint Annual Report to FDEP. ERM will also provide report information on the progress being made on the Lake Worth Lagoon Seagrass Mapping Program and Sediment Monitoring Program in the Lake Worth Lagoon for inclusion in the Joint Annual Report. In the third year Annual Report for the 2<sup>nd</sup> Permit Term, a Trend Analysis using the monitoring results will be included. Additionally, in the third year, report estimates of pollutant loading will be included for each major watershed in Palm Beach County.

Cost Estimates for the Monitoring Program for Years 1 through 5 of the 2<sup>nd</sup> Permit Term were distributed to all attendees. During the 1<sup>st</sup> Permit Term, the Monitoring Program averaged \$48,000. The estimate for the 2<sup>nd</sup> Permit Term is \$81,000. The increase in the 2<sup>nd</sup> Permit Term is mainly due to increased frequency in monitoring from quarterly to monthly for the tidal sites and to bi-monthly for the freshwater sites and the addition of seven monitoring sites.

Brian Gentry (Palm Beach County) mentioned that South Florida Water Management District (SFWMD) has eliminated two of the six sampling sites under the contract between ERM and SFWMD. If this trend continues, then the six sites which are part of our Monitoring Program may add some increased cost to the program. This was discussed with the Steering Committee and the Steering Committee generally agreed to continue with the current proposed sampling sites and address any future elimination by SFWMD with DEP. It was noted that the current ERM contract for the laboratory analysis is valid for one year with an option to extend yearly for an additional two years. Any changes in laboratory services and sampling points may result in increased costs to the program.

- d. **Annual Report** – Permittees were reminded that five copies of the final report are due to Mock•Roos by December 15, 2003. If any permittees have questions regarding the Annual Report, please contact Alan Wertepny.
- e. **Florida Stormwater Association Conference** – A Conference is scheduled for December 3 – 5, 2003 in Clearwater Beach, Florida. The Conference will include topics such as the process of listing and de-listing impaired waters, use of modeling and developing TMDLs, allocating pollutant loads and load reductions, case studies of allocating TMDLs, how TMDL policies can be implemented in a manner to encourage achievement of water quality goals, and Broward County's new MS4 monitoring plan. Information provided at this conference will be useful in

developing and guiding the Palm Beach County NPDES Program particularly water quality sampling and achievement of water quality goals. The Steering Committee discussed sending Alan Wertepny to this conference. A portion of the expenses will be paid by the NPDES group and the balance by Mock•Roos. The motion was made by Tony Puerta to provide a not-to-exceed amount of \$2,000 for attendance by Alan Wertepny at this conference. It was seconded by Randal Krejcarek and approved by the Steering Committee.

### **III. Next Scheduled Meeting**

The next Steering Committee meeting is scheduled for Wednesday, February 18, 2004, 9:00 a.m., at the offices of Northern Palm Beach County Improvement District. The purpose of this meeting will be to discuss the Annual Report, particularly the Joint Report for submittal to DEP. A budget report will be provided along with a 2004 meeting schedule.

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 (561) 683-3113, extension 231.

ADW:jeh

Copies: Tracy C. Robb  
All Co-Permittees  
Anne Capelli