

Memorandum

DATE: January 26, 2007 – **Revised February 5, 2007**
TO: Palm Beach County NPDES Permittees
FROM: Alan D. Wertepny, P.E.
REF. NO. A6046.01
SUBJECT: Minutes of NPDES Steering Committee Meeting held on January 17, 2007

I. Attendees/Introductions

Approximately 35 of the 40 permittees were represented at the January 17, 2007 NPDES Steering Committee meeting. Steering Committee members present included: Laurent Van Cott (Chair), Jay Foy (Vice Chair), Randal Krejcarek (Secretary), Karen Brandon (Member), and Bonnie Finneran (Member). A copy of the sign-in sheet is available upon request.

II. Administrative Activities

- a. Training Session** – Attendance for the training video included 70 representatives from 35 of the Palm Beach County MS4s (co-permittees). The training video was “Municipal Stormwater Pollution Prevention – Storm Watch” obtained from Excal Visual. This training video for municipal employees covered seven areas. For the 5th Year Annual Report, municipalities attending may take credit for training associated with three areas, pesticides and fertilizer usage, illicit discharge detection and illicit associated with industrial high risk facilities. A copy of the attendance list is available upon request.

The training video is copyright protected and copies cannot be made for distribution. However, all municipalities may borrow the video from Mock•Roos. Contact Jane Hayes at (561) 683-3113, x-264 or email at jane.hayes@mockroos.com. This training video can be purchased from Excal Visual for \$500. The 25% discount is available until January 31, 2007. Those interested in purchasing the video may contact Mark Mancuso at (888) 925-6554.

b. Administrative Activities

- **Approval of October 18, 2006 Meeting Minutes** – There were no comments received on the meeting minutes. A motion was made by Jay Foy

to approve the minutes, seconded by Randal Krejcarek, and approved by the Steering Committee.

- **2007 Meeting Schedule** - A copy of the meeting scheduled was distributed to all attendees and is available on the website (www.pbco-npdes.org).
- **Meeting at Northern Palm Beach County Improvement District** – Northern’s new administrative office building has been completed and we have requested that our group be allowed to meet at the new facility. A decision from Northern is scheduled for the Northern Board of Supervisors meeting on February 28, 2007. Northern staff has recommended to their Board that the use of the Board Room be limited to governmental entities and associated governmental entities and as such we qualify. No food or drinks are allowed in Northern’s Board Room.
- **Individual Annual Co-Permittee Reports** – As of January 17, 2007 we have received 23 of the 41 individual annual reports. All co-permittees are advised that their report is now past due. Please make every effort to get your report to Mock•Roos as soon as possible.

II. Joint Annual Report – A draft copy of the Joint Annual Report was distributed to the Steering Committee. A copy for all to review is available on our website. All municipalities are encouraged to review the Joint Annual Report, which contains the results of our water quality-monitoring program and information on other on-going activities such as TMDLs, CERP, and the Cost Sharing Partnership Program for water quality improvements. The Steering Committee *members* agreed to provide *their individual* comments to Mock•Roos before our next Steering Committee meeting. The draft report is missing the last month of water quality data collected by the Florida Department of Environmental Protection (FDEP) during our reporting period. We have contacted FDEP to obtain this information. Please carefully review Table 1-2 Co-Permittees Contacts to ensure accuracy. Report all necessary updates/changes to Jane Hayes at 683-3113, extension 264. The results of the Water Quality Monitoring Program will be discussed in more detail at the next Steering Committee meeting.

III. Stakeholder Transition Feedback Form on FDEP – FDEP is encouraging stakeholder feedback regarding FDEP to assist the Governor and Lieutenant Governor’s transition team in better understanding the agency and the services it provides to Floridians. A copy of the response from Jay Foy regarding the need for FDEP to develop appropriate water quality criteria for canal waters and a recommendation that FDEP staff view the CERP process from a broader perspective was distributed to all attendees. Co-permittees are encouraged to

provide their own feedback to FDEP.

V. Next Steering Committee Meeting

The next steering committee meeting will be held February 21, 2007, 9:00 a.m., at the Town of Jupiter's Emergency Operation Center. Directions will be available on our NPDES website. The purpose of the meeting will be to review and approve the FY 07-08 budget and discuss the 4th Year Joint Annual Report.

I believe these minutes accurately reflect the discussions and decisions of this meeting; however, additions and/or corrections will be accepted in writing within seven (7) days of the date of these minutes.

If you have any questions, please call me at 683-3113, extension 231.

ADW:jeh

Copies: All Permittees
Christine Garrow