



Stormwater Advisory Committee

Meeting Minutes

January 7, 2020

Committee Attendees:

Councilor Reid
Councilor Parsons
Councilor Kohler
Mark Caillier
Anita Panko

Staff:

Keare Blaylock
Bill Lawyer
Sue Ranseen
Kaileigh Westermann-Lewis
Chance Plunk

Call to Order: Caillier called the meeting to order at 4:02 p.m.

Introductions:

The meeting began with introductions of Keizer's new employees:

- Sue Ranseen, GIS Technician
- Kaileigh Westermann-Lewis, Environmental Education Coordinator

Program Updates:

Blaylock reported that staff performed stormwater sampling for one of the two required storm events for the WPCF¹ Permit.

Westermann introduced herself and presented the committee with an update on the outreach activities she was working on. She noted that the 9th Annual Erosion Control and Stormwater Management Summit would be hosted at Keizer on January 28th. Councilor Kohler asked if the event generated funds for the city. It was explained that all money obtained through this event is used to pay for the event (rental fees for the Civic Center, speaker, catering, etc.); any remaining funds were applied to the Water Festival to help pay for busses to transport students to the event, which is also hosted at Keizer.

Westermann explained her plans to include a survey in the Consumer Confidence Report (CCR) to establish a baseline of the public's understanding of the impacts of stormwater on water quality, their willingness to participate in pollution prevention, and to determine the communication

¹ Water Pollution Control Facilities



preferences of our citizens (i.e., how the public would like to receive information). Bill stated that the CCR is a valuable resource since the report goes to every address in Keizer. Councilor Reid asked when the publication would be mailed and said she and other Councilors on the committee could help get the word out by letting people know to look for it. Westermann brought out examples of the CCR for members to look at and continued to explain how the CCR would be used. Lawyer commented that staff should update some of the other information (e.g., the cover image) so it would garner more attention.

Westermann suggested using incentives to encourage people to read the report and fill out the survey. The group discussed multiple options for incentives including gift cards, free water bill for a month, or a possible credit on their water bill.

Lawyer mentioned that using stormwater funds may be an option to obtain \$50 gift cards. Kohler stated that there may be an opportunity to ask local businesses to donate gift cards as well. He thought businesses would be drawn in by the opportunity to advertise to Keizer citizens at a very low cost. Westermann and Lawyer agreed to work out the details later.

Ranseen updated the group on the GIS² Program. They presented examples of internal applications such as the Public Works Map and described the benefits of online mapping. They demonstrated some of the tools and capabilities of these applications before highlighting the new City of Keizer Parks and Attractions Map, which is available to the public. Caillier mentioned that it may be beneficial to get the 911 layers for utilities if possible. Ranseen said they would look into that but explained that sometimes data from organizations using ArcGIS Enterprise[®] may not be compatible or easily accessible to us since we don't use it.

Ranseen continued, stating that there is also an opportunity for the City to develop Story Maps to communicate the impacts of stormwater pollution to the public; they are currently working with Westermann to create a Story Map about Keizer's watersheds.

Plunk updated the committee on the Illicit Discharge and Construction Site Runoff Control Programs. With regard to Illicit Discharge, he reminded everyone that all requirements have to be implemented by February 28th, 2022. He pointed out that the ordinance would need to be updated to reflect the new permit requirements, including redefining the allowable and non-allowable discharges, possibly adding escalating enforcement procedures, and incorporating a more direct method for issuing penalties. He went on to say that the Dry-Weather Screening Program is currently being developed, which includes analysis of priority outfalls, development of standard operating procedures (SOP) for field screening, establishing a sampling method for pollutant characterization, and establishing pollutant parameter action levels.

Plunk also described the tools that he and Public Works staff use to track and asses illicit discharges. He explained that Survey123[®] (an ArcGIS application) enabled staff to collect location

² Geographic Information System



data, images, and detailed information to document illicit discharges by using a tablet. The data collected in the field is represented in a web map that automatically updates in real time. All entries are automatically emailed to Environmental staff to notify them of activities. Staff notification contain the name of the investigator, the action level, the incident ID number, the incident description, and whether or not follow-up is necessary.

Plunk shifted the discussion to the Construction Site Runoff Control Program and noted that it must be fully implemented by February 28th, 2023. He reported that the City currently has 23 permitted sites (i.e., sites that disturb more than 2,000 ft²; or more than 200 ft² if they are waterway adjacent). He currently inspects every construction site with an open permit at least once per-week and within 24 hours following a major storm event. He said that he is in the process of developing standard details for construction site best practices to promote a clear understanding for contractors and the City of Keizer for what is required and expected. He's also working with Westermann to develop a "New Permittee Packet" that will provide stepwise guidance on the permitting and inspection process. Plunk explained that he uses Survey123[®] for tracking and documenting compliance for this program as well.

Blaylock presented the following regulatory updates to the Committee:

- The City's TMDL³ and WPCF annual reports have been submitted and accepted by DEQ⁴. While not required, an NPDES MS4 progress report was also submitted DEQ in good faith.
- The Division's priority is to develop the Stormwater Management Program Document (a.k.a. SWMP doc). She's in the process of developing Best Management Practices (BMPs) for each of the six minimum control measures of new General Permit.

The BMPs define the strategies that Keizer will use to meet prescribed requirements. The specific activities for each BMP will be described in a program plan. Program Plans are being developed for each minimum control measure; the plans will be used to integrate the activities from TMDL and WPCF programs as well.

Staff will be looking to the committee to provide guidance and review of the SWMP.doc as it's being developed.

- Staff was told that DEQ's MS4 Coordinator, Ryan Johnson, was in the process of scheduling compliance visits to Phase II communities, like Keizer. In anticipation of his visit, Environmental & Technical Division staff will be performing a self-audit to ensure that all affairs are in order. She said that while staff is confident the City is in compliance, given the recent and unprecedented turnover of staff, a review of our efforts and program activities is warranted.

³ Total Maximum Daily Load

⁴ Oregon Department of Environmental Quality



- Staff recently met with DEQ's TMDL Basin Coordinator, Nancy Gramlich to discuss the upcoming 5-year review of the City's Implementation Plan. Based on the discussion, Keizer will need to increase its efforts in riparian restoration. Caillier suggested that staff consider the area near Lockhaven and Claggett as a potential restoration site. He said that the Claggett Creek Watershed Council may be interested in partnering with the City on a project there.
- DEQ recently released the Integrated Report, which defines impaired waters of the state and the methods used for determining impairment. She mentioned that Environmental and Technical staff had attended training for the developed program. Staff will be keeping an eye out for any changes that occur based on public comments.
- Nov. 30th, news broke that the EPA⁵ denied DEQ's newly developed mercury standard for the Willamette Basin TMDL. By rule, the EPA had 30 days to develop and issue an appropriate standard; they released the new standard on Dec. 30th. The result was an increase in the percent reduction requirements for specified segments of the Willamette, meaning that DMAs and WWAs were responsible for reducing discharges containing mercury by a greater amount. Public Comment ends on Feb. 4th.

Caillier asked Blaylock to clarify how Keizer is expected to meet the new standard and what the expectations are if there is an exceedance of the new standard. Blaylock said that the expectation is that if Keizer implements the approved plan then the water quality standards will be met. Thus, for Keizer, there is no effective change in management strategy; staff will continue to implement pollution prevention strategies to reduce pollution to the maximum extent practicable. If there is a known exceedance, staff will adapt and implement a corrective actions. We will keep actively managing discharge until we have satisfied the requirements.

- North Star Development, the subdivision being constructed on Kale St in Salem has been issued a partial No Further Action by DEQ. Blaylock reminded the Committee that the site contained dieldrin contaminated soil that was being relocated to a site in Keizer. The final No Further Action is expected to be issued by the end of the month (Jan 31).

Blaylock reported that staff would be presenting Construction Site Runoff Control and Post-Construction Site Runoff BMPs to the Committee at the next meeting. In preparation, she provided a handout that provided a summary of the General Permit requirements for Post-Construction and asked the Committee to review it at their convenience. In addition, she said that staff would need to update the public and private facility inventory and inspection program to ensure proper functioning conditions (for long-term maintenance). Staff will focus efforts on developing site performance, design and treatment standards in concert with the City's engineer and/or a consultant.

Lawyer explained that staff already implement many of the BMPs required. A brief discussion on how the City would maintain legal authority and enforce maintenance. Lawyer said that authority

⁵ U.S. Environmental Protection Agency



is currently imposed through the adherence to design standards at his request, which may not be sufficient moving forward. The current pathway to enforce maintenance is through the City's Private Facility Maintenance Agreements.

Caillier asked how the current fee schedule correlates to the increase demand for staff time (program administration, facility inspections, etc.). He suggested that staff evaluate the time and actual cost of the program against the current permit fees. Plunk added that the re-inspection fee for non-compliant construction sites is currently set at \$75, which has proven to be ineffective. Lawyer stated that this is another area where needs to be addressed.

Blaylock and Lawyer agreed that such an evaluation would be useful and will be tracked moving forward.

Closing Remarks:

In closing, Blaylock reminded the Committee that staff was hoping to have the draft SWMP.doc ready for review in March/April.

Councilor Parsons expressed concern about the City's ability to comply with the Illicit Discharge Program implementation deadline of Feb 2022. She referred to Plunk's earlier statement about the need to update/modify the existing ordinance and pointed out changes involving legal counsel and public review can sometimes be a very long process. She recommended that staff begin this process immediately in case there were any unforeseen complications or delays. Plunk indicated that the Environmental team was already working on the IDDE Plan and implementation. Blaylock reaffirmed that staff was making progress on the program and specifically on drafting new language for the ordinance. Lawyer said that the internal deadline for staff has been set for February 2021, a year earlier than the requirement. Parsons indicated that she would like to be kept apprised of progress on this; Blaylock agreed to provide regular updates.

Adjourn:

Caillier adjourned the meeting at 5:12 pm.