



Regional Stormwater Program

P.O. Box 160

135 2nd Street

Asotin, WA 99402

509-243-2074

Fax 509-243-2003

**Management Team Meeting Agenda
Commissioner's Chambers
095 Second St, Asotin
August 30, 2011
3:00 – 5:00 pm**

1. **Public Comment (3:00 pm - 15 minutes)**
2. **Review agenda, minutes, budget (3:15 pm - 10 minutes)**
3. **Total Quality Management – Jane Risley (3:25 pm – 4:00 pm)**
4. **Set workload priorities (4:00 pm – 45 minutes)**
5. **Permit boundary review (4:45 pm – 15 minutes)**
6. **Next meeting – September 12, 2011, location to be determined**



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Management Team Meeting Minutes

Clarkston City Hall

July 11, 2011

3:00 – 5:00 pm

ATTENDANCE

Management Team Voting Members:

Keith Delzer	City of Asotin
George Nash	City of Clarkston
Jim Martin	City of Clarkston Public Works Director
Joel Ristau	Asotin County Public Works Director

Non-Voting Members:

Cheryl Sonnen	Regional Stormwater Program Coordinator
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1. Public comment

The public was given the opportunity to comment. These comments and answers provided by the Management Team are summarized.

Q. Why are the Corp properties exempt from stormwater utility?

A. The office building will be charged a fee. The bike paths and parking lots are exempt because they are recreational areas, which were recommended by Stormwater Advisory Group to be exempted.

Q. A request was made to have the local government write a letter to others in eastern WA, Idaho, and state elected representatives to contest the stormwater program and ask EPA to prove we have a pollution problem. Will the stormwater management team show support and go to the elected officials?

A. Washington Association of Counties and Washington Association of Cities have taken up the issue in the past without success. At this time, there is no basis to take the recommendation to the elected officials, i.e., “we shouldn’t be in this because . . .”

2. Review agenda, minutes

There were no changes to the agenda or the minutes. Keith Delzer moved and Joel Ristau seconded to approve the minutes of the June 13, 2011 meeting as written. Motion carried.



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3. Sweeper policy

Cheryl reviewed the sweeper policy. Keith Delzer advised that the sweeper will be easily stored in Asotin's current facility without making improvements. The group approved the sweeper policy, but Cheryl still had a question about the signatures. She will check with the legal staff.

4. Permit boundary

Joel provided a progress report on the boundary. A full presentation will be provided at the next management team meeting. The three boundaries are being evaluated: 1. urban census boundary; 2. MPO boundary, which is the census boundary rounded off; and 3. the MPO 20-year planning boundary.

We will be evaluating:

- how changing the boundary will could affect utility fees
- legal issues

The 2010 Census was discussed. We probably won't have a map of the 2010 boundary until 2013. George asked that we find current census data.

Joel advised that we used the MPO 20-year planning boundary to manage outfalls in growth areas. There may be impacts for Asotin regarding the TMDL on Asotin Creek, especially with the recent court decision in California that makes people downstream responsible for pollutants that enter their area.

5. Interlocal Agreement Language

Jim Martin advised that Clarkston will not have a stormwater utility and would like to review the ILA language and change the reference to stormwater utility to a stormwater plan or program. They are planning to update their sewer ordinance to include stormwater and will charge a \$3.50/ERU monthly fee. They will pay the balance between the fee and the \$5/ERU referenced in the ILA. Staff will meet with legal staff to review the language.

6. 2012 Stormwater Budget

Cheryl reviewed the budget items that were changed from 2011 budget. Most items remained the same. However, the grants of regional significance expired so the revenue and expenses associated with them were removed. Other changes include:

- Increase Asotin County legal fees from \$4,000 to \$8,000
- Added a line item for payment of Phase II permit fees rather than including them in the miscellaneous line item.
- Mapping of the stormwater system will be completed this year so the mapping was reduced to a maintenance level from \$14,300 to \$5,000



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Cheryl advised that because the County's CFO was going on maternity leave in August, the County's budget process was accelerated. There is no change in the line items for Asotin or Clarkston and Cheryl asked that they review the current budget items and let her know about any changes they want to make. The budget hearings will be held in December.

7. Next Meeting

The next meeting is scheduled for August 8th. However, Joel and Keith both have conflicts that day. Cheryl will send out a Doodle to reschedule for August 15, 16, 29 or 30.

Action Items:

- Gathering information regarding the permit boundary.
- Review ILA language.
- Discuss sweeper policy signatures with legal staff.

DRAFT

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Asotin County



City of Asotin



City of Clarkston

	A	B	C
1	2011 Regional Stormwater Program		
2	Revenue Budget		
3			
4			
5	Revenue	Total Projected Revenue	Year to Date Rev
6	Asotin County Utility Revenue	\$ 433,367.00	\$ 250,105.27
7	City of Asotin Utility Revenue	\$ 42,625.00	\$ 28,346.12
8	City of Clarkston Utility Revenue	\$ 352,453.00	\$ 205,597.56
9	Other Revenue - Construction Permits	\$ 50,000.00	\$ 3,910.00
10	Capacity Grant	\$ 267,362.00	\$ 72,282.05
11	Utility Implementation Grant	\$ 12,525.00	\$ 1,715.93
12	Equipment Purchase Grant	\$ 179,000.00	\$ 3,925.93
13	Field Guide Grant	\$ 115,000.00	\$ 57,862.36
14	Outreach Grant	\$ 58,500.00	\$ 9,401.02
15	Interfund Loan	\$ 100,000.00	\$ 100,000.00
16	Total Revenue	\$ 1,610,832.00	\$ 733,146.24

FUND	Stormwater Operations	Total Budget for Year To Date/TD Percen		Remaining	
460.000	2011 Budget for Spending	Year - 2011	Spent	Budget For Year	
Payments Made through Accounts Payable (WinCams)					
538.31.31	Supplies	\$ 10,000	\$ 2,391	23.9%	\$ 7,609
538.31.3125	Field Guide Grant - Supplies	\$ 2,000	\$ 11,513	575.6%	\$ (9,513)
538.31.41	Billing Expenses - County	\$ 21,000	\$ 10,342	49.2%	\$ 10,658
538.31.4110	Legal services - City of Asotin	\$ 4,000	\$ 150	3.8%	\$ 3,850
538.31.4111	Legal services - City of Clarkston	\$ 4,000	\$ -	0.0%	\$ 4,000
538.31.4112	Legal services - Asotin County	\$ 4,000	\$ -	0.0%	\$ 4,000
538.31.42	Communication	\$ 500	\$ 435	87.1%	\$ 65
538.31.43	Travel	\$ 2,000	\$ 94	4.7%	\$ 1,906
538.31.44	Advertising	\$ 35,000	\$ 3,933	11.2%	\$ 31,067
538.31.49	Misc costs	\$ 10,000	\$ 4,447	44.5%	\$ 5,553
538.31.49	Training	\$ 4,000	\$ 243	6.1%	\$ 3,757
538.31.5110	Management Team - City of Asotin	\$ 15,000	\$ 2,924	19.5%	\$ 12,076
538.31.5111	Management Team - City of Clarkston	\$ 15,000	\$ 3,289	21.9%	\$ 11,711
538.32.4122	Consultant - Utility Implementation	\$ 1,722	\$ 1,362	79.1%	\$ 359
538.32.4125	Field Guide Grant - Consultant	\$ 103,000	\$ 91,860	89.2%	\$ 11,140
538.32.4126	Outreach Grant - Consultant	\$ 50,500	\$ 19,916	39.4%	\$ 30,584
538.35.5110	City of Asotin O&M	\$ 3,000	\$ 1,747	58.2%	\$ 1,253
538.35.5111	City of Clarkton O&M	\$ 98,300	\$ 20,701	21.1%	\$ 77,599
538.35.5112	Asotin County O&M	\$ 120,000	\$ 43,151	36.0%	\$ 76,849
538.36.5110	Billing Expenses - City of Asotin	\$ 22,560	\$ 13,256	58.8%	\$ 9,304
538.36.5111	Billing Expenses - City of Clarkston	\$ 40,000	\$ -	0.0%	\$ 40,000
538.38.49	B&O Tax	\$ 7,800	\$ 2,394	30.7%	\$ 5,406
594.38.6401	Equipment	\$ 29,000	\$ -	0.0%	\$ 29,000
594.38.6402	Monitoring/Mapping Equipment	\$ 2,000	\$ 66	3.3%	\$ 1,934
594.38.6403	Sweeper	\$ 160,000	\$ 171,184	107.0%	\$ (11,184)
Salary and Benefits (per Timecard Distribution total costs)					
538.31.10,22-28	Salary, Benefits, Fringe: Coordinator	\$ 68,947	\$ 49,628	72.0%	\$ 19,319
538.31.11,22-28	Salary, Benefits, Fringe: .5 FTE (Finance)	\$ 21,214	\$ 8,377	39.5%	\$ 12,838
538.31.12,22-28	Salary, Benefits, Fringe: 1 FTE (Inspector)	\$ 66,295	\$ -	0.0%	\$ 66,295
538.31.5112	Management Team/Admin - Asotin County	\$ 22,700	\$ 17,304	76.2%	\$ 5,396
538.32.4112	Mapping - Asotin County	\$ 14,300	\$ 23,116	161.6%	\$ (8,816)
			\$ -		\$ -
Interfund Transfers (QUARTERLY JOURNAL ENTRIES)					
538.38.45	Office Rental	\$ 4,000	\$ 1,000	25.0%	\$ 3,000
538.38.92	PBX	\$ 400	\$ 100	25.0%	\$ 300
538.38.95	ER&R - Stormwater	\$ 40,000	\$ 11,163	27.9%	\$ 28,837
538.38.96	Insurance	\$ 5,000	\$ 1,250	25.0%	\$ 3,750
538.38.99	Data Processing	\$ 2,000	\$ 500	25.0%	\$ 1,500
581.20.113	Interfund Loan	\$ 104,250	\$ -	0.0%	\$ 104,250
Transfers to Capital Reserve (amounts/process to be decided on later)					
597.38.10	City of Asotin	\$ 16,880	\$ -	0.0%	\$ 16,880
597.38.11	City of Clarkston	\$ 101,840	\$ -	0.0%	\$ 101,840
597.38.12	Asotin County	\$ 111,300	\$ -	0.0%	\$ 111,300
	TOTAL EXPENDITURES	\$ 1,343,508	\$ 517,835	38.5%	\$ 825,673
	460.004 - Stormwater ER&R				
362.21.460	Revenue - Rental Rate	\$ 40,000	\$ -	0.0%	\$ 40,000
548.69.48	Expense - Maintenance	\$ 20,000	\$ -	0.0%	\$ 20,000



STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

PO Box 47600 • Olympia, WA 98504-7600 • 360-407-6000

711 for Washington Relay Service • Persons with a speech disability can call 877-833-6341

August 12, 2011

(See Distribution List)

RE: Urban Stormwater Management Funding Challenges for Small Jurisdictions

Dear Senator Schoesler and Representatives Fagan and Schmick:

The Governor asked that I respond directly to your July 12, 2011, letter expressing concerns about the funding challenges small jurisdictions face in managing urban stormwater, particularly as they impact smaller jurisdictions in eastern Washington. For more than ten years, the Washington State Department of Ecology (Ecology) has been engaged with local governments in eastern Washington to develop regionally-appropriate stormwater requirements. We are committed to continuing this effort.

Our work with local governments in eastern Washington began in the late 1990's, when it became apparent that EPA stormwater rules would apply to cities and counties in eastern Washington (the EPA Phase II Stormwater Regulations were published in December 1999 and went into effect in March of 2003). Ecology has always recognized that the stormwater requirements for eastern Washington need to reflect the characteristics of eastern Washington. Working with affected local governments, we developed a stormwater manual for eastern Washington and a model Phase II Stormwater Permit Program, which is the basis for the current Eastern Washington Phase II Stormwater Permit.

Ecology has recognized, and will continue to recognize, the challenges that local governments are facing in terms of budgets. For example, in June of 2009, Ecology modified the eastern Washington Phase II Permit to implement the outcomes of appeals to the Pollution Control Hearings Board and three settlement agreements. In addition, in response to the significant budget impacts of the recent economic downturn on local governments, Ecology also modified the permits to reduce costs of permit compliance. Toward this effort, where it was possible to do so, Ecology modified permit conditions to increase flexibility and extend interim deadlines.

The inclusion of Asotin County, the city of Asotin (Asotin) and the city of Clarkston (Clarkston) in the Phase II Stormwater Permit Program was required by EPA rules. To be clear, Ecology had no discretion on whether these jurisdictions were included in the Phase II Stormwater Permit Program. Neither Asotin nor Clarkston was considered a "bubble city" during the issuance of the 2007 permits. They met the federal criteria and were automatically included in the Phase II Stormwater Permit Program.



The inclusion of the city of Pullman (Pullman) under the Phase II Stormwater Permit occurred in 2007, and was done in accordance with EPA requirements. Under EPA regulations, Ecology was required to develop designation criteria under which additional jurisdictions would be evaluated to determine whether they should be included in the Phase II Stormwater Permit Program. EPA regulations require, at a minimum, that Ecology evaluate all cities outside census-defined urban areas with populations greater than 10,000. In 2007, there were ten of these cities that Ecology was required to evaluate – the so-called “bubble cities.” In developing the designation criteria, Ecology was required to consider whether there were documented water quality problems associated with the stormwater discharges.

The development of the criteria and the evaluation of the ten “bubble cities” were done over a period of two years and didn’t become final until the permits were issued in 2007. As part of the evaluation, Ecology documented that Pullman’s storm drain system is a significant source of pollutants, including fecal coliform bacteria, into the South Fork of the Palouse River and its tributaries. Ecology sampling also indicates that pesticides and PCBs are also being discharged from Pullman’s storm sewer system.

The decision to include Pullman in the Phase II Stormwater Permit could have been appealed to the Pollution Control Hearings Board when the permits were issued. Although the permit was appealed by numerous parties, including Pullman, the decision to include Pullman in the Phase II Stormwater Permit Program was not one of the appeal issues, and, as a result, is now final.

Because of the repeated inquiries related to the coverage of Pullman under the Phase II Stormwater Permit, we asked EPA whether it was possible to “un-permit” one or more of the “bubble cities,” including Pullman. In short, their answer was that this was not possible. Pullman can legally withdraw from the federal Phase II Stormwater Permit Program if the city were to eliminate all of their stormwater discharges to surface waters. In the absence of eliminating all of the city’s stormwater discharges to surface waters, there isn’t a legal way for Pullman to withdraw from the Phase II Stormwater Permit.

Ecology recognizes that complying with the Phase II Stormwater Permits can be costly for local governments. We have been very supportive of measures to reduce implementation costs without adversely impacting environmental protection – the collaborative implementation approach that Asotin, Clarkston and Asotin County have taken is a good example. In addition, the Governor and Ecology have been supportive of additional stormwater funding for local governments. We have worked the past three legislative sessions with local governments to secure an ongoing revenue source to fund this work – so far without success. However, over the last four years, the Legislature has provided more than \$100 million in grants to local governments to address stormwater problems across the state. Despite this significant investment, we are a long way from resolving the environmental problems caused by stormwater.

Asotin County, Asotin, Clarkston and Pullman have all benefited from legislatively-authorized stormwater grants. Through an Inter-local Agreement, Asotin County, Asotin, Clarkston and its partners have built a cost-efficient, cooperative stormwater management program to meet permit requirements. Through this mutual effort, they successfully obtained several grants from Ecology. The total grant funding these jurisdictions received from 2006 to 2010 is \$1,138,862.


Interested Legislators

August 12, 2011

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If you have questions regarding this letter or urban stormwater management, please contact Bill Moore in our Water Quality Program at (360) 407-6460 or bill.moore@ecy.wa.gov, or, you may contact me directly at (360) 407-7001.

Sincerely,



Ted Sturdevant
Director

cc: Bill Moore

Distribution List:

The Honorable Mark Schoesler
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Workload Priorities

- Clarkston non-residential ERU – billing in November
- Stormwater Management Plan
 - ❖ annual report, updated plan
- Pollution Prevention and Good Housekeeping
 - ❖ Develop and implement a schedule of Operations & Maintenance activities to protect water quality, reduce discharges of pollutants and satisfy all known, available and reasonable methods of prevention, control and treatment (AKART).
 - Stormwater collection and conveyance systems – implement catch basin cleaning, stormwater system maintenance, scheduled structural BMP inspections and maintenance.
 - Roads, highways and parking lots – deicing, anti-icing and snow removal practices; snow disposal areas; material storage areas; and all-season BMPs to reduce road and parking lot debris and other pollutants from entering stormwater system.
 - Vehicle fleets – conduct all vehicle and equipment washing and maintenance in self-contained covered building or in designated wash and/or maintenance areas operated to separate wash water from stormwater.
 - Municipal buildings – cleaning, washing, painting and other maintenance activities.
 - Parks and open space – proper application of fertilizer, pesticides and herbicides; sediment and erosion control; BMPs for landscape maintenance and vegetation disposal; trash management; and BMPs for building exterior cleaning and maintenance.
 - Construction projects – shall comply with the requirements applied to private projects.
 - Industrial activities – required to have NPDES permit coverage
 - Materials storage areas, heavy equipment storage areas and maintenance areas – development of Stormwater Pollution Prevention Plan
 - ❖ O&M plan must include a schedule of inspections and requirements for record keeping.
 - ❖ Provide training
- 6-year Capital Improvement Plan



Serving: Asotin County



City of Asotin



City of Clarkston

- Public Education and Outreach
 - ❖ Information for general public, businesses, engineers, contractors, developers, etc.
 - ❖ Public Information & Education plan developed.
 - ❖ www.onlyraindownthedrain.com
 - ❖ Work with Lewiston, Pullman, and Moscow advertising
- Illicit Discharge Detection & Elimination
 - ❖ Mapping completed, flow network mostly finished
 - ❖ Outreach efforts per IDDE ordinance
 - Lawn watering, irrigation runoff
 - Swimming pools and spa discharges
 - Street and sidewalk washing
 - ❖ Hydrant flushing BMPs
 - ❖ Develop program to detect non-stormwater discharges, including spills and illicit connections
 - Develop procedures for locating areas likely to have illicit discharges
 - Field assessment activities
 - Develop procedure for tracing illicit discharges
 - Develop procedure for ending discharges
 - Provide adequate training to staff
- Construction/Post Construction
 - ❖ Adopt and implement procedures for site plan review and site inspections
 - Includes record keeping of site inspections, enforcement actions

Past Workload Issues

- County utility billing
 - ❖ Development of billing database
 - ❖ Billing clerk quit – temporarily took over those duties
 - ❖ Answered questions about program
 - ❖ Handled ERU appeals
- Clarkston referendum
- Respect Clarkston alternate plan
- County permit boundary issue
- GROSS grants – equipment purchase, field guide, outreach grants
- Other stormwater issues outside permit boundary