

**MEETING NOTICE AND AGENDA**

**Rock River Stormwater Group**

**Thursday, March 7, 2013**

**1:00 p.m.**

**Fort Atkinson Police Department – 101 South Water Street, West**

**Fort Atkinson, WI 53538**

1. Roll Call
2. Approval of Minutes from January 15, 2013 Meeting
3. Partnership with MAMSWaP
4. Additional by-laws of RRSg – How funding would be divided if the group dissolved, and discussion of changing agreement length to 5-years.
5. Discussion on selection of new Educational Coordinator for RRSg
6. DNR Update
7. Public Participation
8. Next meeting – The next meeting is scheduled for April 9, 2013
9. Adjournment

Dated: February 27, 2013

Jeffrey L. Woods, PE

City of Fort Atkinson Director of Public Works

**Rock River Stormwater Group**  
**Tuesday January 15, 2013 Meeting Minutes**  
**Whitewater City Hall, 312 W Whitewater St, Whitewater, WI**

Roll Call: Tim Whittaker, Janesville; Bill Frisbee, Beloit; Howard Robinson, Milton; Scott Weberpal, Whitewater; Ritchie Piltz, Beaver Dam; Jeff Woods, Fort Atkinson; Laura Bub, WDNR; Maureen McBroom, WDNR; Jayne Jenks, Waukesha Co; Brooke Yanke, WDNR; Susan Wade, UWEX; Jennifer Browning, Biodiversity Project; Becky Bell, Biodiversity Project; Stephanie Prellwitz, Biodiversity Project.

Meeting was called to order at 1:05 pm by Bill Frisbee.

**Presentation by Biodiversity Project:** Jennifer Browning, Becky Bell, and Stephanie Prellwitz were in attendance to present plans for 2013 and to request the continuation of their contract. Jennifer presented the new proposed campaign for 2013. Past achievements were reviewed and are listed on the website. They include: leaf collection, mowing, rain gardens, downspouts, and education items. For 2013 they are working on having a staff person implement the education campaigns. They would also have a communications person attend the group meetings. They would continue addressing a public audience with press releases, workshops, new letters, and possibly school meetings. They would contact businesses or developers with factsheets with industry content and develop a newsletter.

New initiatives would be to use local reporters, speaking arrangements, attend community events, and start a pledge list. The pledge list would get people to sign up for a certain voluntary program and would have follow up to check the voluntary commitment results. These new items would be within the current budget plans and would be the same for the 2013 year. They would continue to go to education workshops in the state and use other groups for information.

Bill asked at what events and what hours would Biodiversity be available at these events. Jennifer said that these would be weekend and they would attend at peak times. They also would have kid activities at the events they attend. Rebecca said Stephanie's time would be divided among the Wisconsin groups they are associated with.

Tim asked what we should expect to see for the remainder of our contract if we continue it. Jennifer would look at the best use of time and finish up started projects. Tim asked if new tasks and new items would be in the current budget. Jennifer said they would be. She also told the group that Stephanie has an engineering degree and this should help with better technical items.

After the presentation, the Biodiversity group was then allowed to leave.

**Discussion following Biodiversity Presentation:** The RRSB discussed the presentation. Bill told the group that at an earlier meeting with Biodiversity, they were

asked to bring a 2013 work plan to this meeting and they had agreed to this. They did not have this done. Tim made a motion to continue with the new RFQ for education coordinator. Ritch seconded. Discussion followed. HR asked the DNR reps if we were OK with not having a coordinator for a short time. Maureen and Laura said a short time was OK but we need a work plan. Not all items on the permit need to be done at once but all must be done at some time. We have some flexibility to meet deadlines.

The lack of a proposed work plan was discussed. The short time to start projects before the contract year was finished without a started project was discussed.

Vote was called for and was unanimous to terminate the contract with Biodiversity and send new RFQ for an education coordinator.

Rock River Coalition Stream Monitoring: This item was moved up on the agenda to allow Susan Wade the opportunity to present information. In October, the RRSB had received information concerning a partnership with Rock River Coalition for stream monitoring. Suzanne was there to answer questions. Bill asked if this would help meet permit requirements. He also told Suzanne that if a grant is received, the RRSB has discussed paying for the local share of the grant.

Suzanne presented some of the items for the stream monitoring. These would involve volunteer collection, possibly phosphorous or suspended solids collection. Some questions to get information were if the proposed Adaptive Management Handbook by the DNR would allow volunteer collection to be a part of the MS4 Permit requirements, and also if municipal labs could be used for monitoring. Suzanne asked if the group could possibly help fund the grant writing. This could cost between \$250 and \$500. Her group is non-profit and could use help with funding. Money is also needed for recruitment and training. Laura told the group the proposed handbook allows citizen based groups to help with monitoring if they have proper training. Tim asked if we should find out what our goals and needs are concerning this grant. Suzanne went over some of the grant possibilities that involved volunteer groups. Maureen told the group that stream monitoring can be used as part of the permit for public involvement. Tim asked that if we proceed with the grant we should get a scope of the work, especially for phosphorus questions on monitoring and for Adaptive Management purposes. Suzanne told the group there would be up to 12 teams with 3 people on each team for monitoring, with an estimated team cost of \$1,923 per year for monitoring. This would cover supplies and paperwork for one year's monitoring. More information will be gathered for future discussion.

**Partnership with MAMSWaP and Working with Waukesha County:** Bill had information that MAMSWaP would exchange information with us and that each group could put their own logo on information they use. Bill said we should look for a grant for a media event that the entire group could use. Tim and Bill will meet with MAMSWaP on January 29<sup>th</sup> to discuss media possibilities. Suzanne told the group that she had written an education outreach plan that had discussed the entire basin using media as a

group effort. The final plan has not been published but this can be referred to for grants and information.

Jayne Jenks from Waukesha County gave presentation on what they do. Waukesha had done an education program on storm water education and they contacted surrounding communities to see if they needed help. They use state handouts, go to community events, contact and go to schools for education programs. They also work with the Project Wet Workbook so teachers can get collage credits for attending classes. Jayne said she would share our information at her events. Tim asked if we sponsored a class, could Jayne teach it. RRSG would pay her cost for this. Jayne will check with the County but this may be a possibility. Waukesha also coordinates with their recycle program so they don't duplicate items. Maureen asked Laura if the groups could share resources as part of the work plan. Laura said it would be Ok but if the work plan had already been turned in, then it would need to be adjusted for new items.

**RFQ for Coordinator:** Bill told the group that at the present time the advertisement was planned for 1/17/2013. He will email the group a copy for adjustments and review. Maureen and Laura were asked if they could assist on the interview committee. Laura will check to see if her schedule allows this. Suzanne suggested we look for someone in the basin area. Suzanne also said individuals are OK buy may have more difficulty with websites and graphics, etc. on an individual basis. Bill will contact the people on his list. Jayne may have some additional contacts she will give to Bill. Interviews are scheduled for 2/26/2013 and finalists selected at the March meeting.

**Additional By-Laws:** Watertown has expressed concerns to Bill about how the remaining money would be dispersed if the group ended. Tim motioned that any remaining money in the RRSG funds would be prorated to active members based on their annual contribution if the group dissolves. Howard seconded. Carried unanimously.

**DNR Update:** Maureen said two or more cities may be added to the basin. New MS4 permits are scheduled to come out later this year. Winter road management will be included in the new permit.

**Citizen Participation:** Jayne will send RRSG copies of their upcoming events. Suzanne told the committee that the next newsletter deadline is 3/22/2013. She distributed current newsletters. Maureen said they could reinforce to members that going to meetings is part of the education part of the permit.

**Treasurer Report:** Scott gave the treasurer's report.

**Approval of Minutes:** Minutes from October 30, 2012 and December 10, 2013 were submitted by Jeff, seconded by Tim and approved unanimously.

**Election of New Officers:**

Treasurer Scott Weberpal (Motion by Howie, Seconded by Tim, carried unanimously)  
President Jeff Woods (Motion by Scott, Seconded by Bill, carried unanimously)  
Vice President Ritchie Piltz (Motion by Tim, Seconded by Jeff, carried unanimously)  
Secretary Howard Robinson (Motion by Bill, Seconded by Tim, carried unanimously)

Next Meeting: March 7<sup>th</sup>, 2013 1:00 pm Fort Atkinson Police Department

Motion to adjourn at 3:15 by Tim, seconded by Bill and carried unanimously.