



**Stormwater Committee Meeting
October 28, 2019
Human Resources Training Room**

1. **Call to Order:** *The meeting was called to order at 6:01 PM*
2. **Roll Call:** *Roll was called by Barbara Brumbaugh*

Committee Members in Attendance:

*Richard Bunton (Committee Vice Chair)
Roger Baxter (Committee Chair)
Carol Warren
Tracy West-Pinkoski
Todd Riegler
Markiella Moore
Laura Mae (alternate)
Eric Martin (PW Director)
Kelly Lackey (Asst City Attorney)
Barbara Brumbaugh (PW Staff)
I.B. Paudel (PW Staff)*

Absent Committee Members

*Alden Cleanthes
Bruce Weckworth
Virginia Cook
Watson Lawrence (Ag Dept Director - excused)
Matthew Fulford (Alternate)*

Citizens in Attendance:

Vic Nichols – Millet Qtr

3. Meeting Minutes

The minutes of the August 26, 2019 meeting were approved.

4. September 23, 2019 Notes

- *There was not a quorum on September 23, 2019 so the meeting notes are being included with the October meeting minutes.*

- Holly Adams gave an update on the Dominion Pines subdivision and Crestwood Watershed Study. This subdivision wasn't included in the report, but it was identified as flat with undersized pipes. Maintenance needs were identified, as well as the FEMA flood hazard area. The roadway elevations are around 5-6 and the current standard will be 7. It was built in the 1980's. Engineering improvements are not recommended, but dredging of the accumulated sediment near the Dominion crossing has been added to the funded projects list. The pipes in this neighborhood have been cleaned. The citizens who attended the August meeting will be contacted.
- Holly also gave an update on the John Etheridge Rd culvert crossing. Existing conditions have been confirmed, and the upstream drainage area of the culvert is > 3000 acres. The culvert is at elevation 3 and is within a flood hazard area. The road is at elevation 3-4. The existing culvert(s) cannot handle a 2 year storm event. The project could exceed \$1 million to install a box culvert and raise the road. It will be put on the unfunded project list.
- Eric looked into the potential development near the Expressway which is a 40 acre parcel with signage that says "Development Soon". The City would not allow any additional runoff from a development. The signage may be over-stated since the back half of the parcel is still zoned agricultural which limits the number of parcels that can be created. The front half is zoned residential. The property will need to be rezoned, which hasn't happened yet. Even so, the current zoning in this area is for 3 acre lots so there could be 15 lots. The Planning Dept is in discussions with the owner and no applications have come in yet. The Citizens who brought these concerns to the City at the August meeting will be contacted.
- Rick asked whether a portable bridge would be an option. Eric also checked on the possibility of a private road connecting to John Etheridge. The City of Norfolk owns the adjacent parcel and doesn't believe this is an option.
- IB gave the Operations update. The 7th cycle of street sweeping has started.
- The Northwest River Snag & Drag project is underway and should take about 3-4 months. There was a bid protest during the selection process because the contractor did not have a construction license, however, this wasn't required and the issue was resolved.
- There is 146 WOs backlogged.
- The Pine View Lane pipe was flushed and cleared, there is an open WO to check the pipes and ditch along John Etheridge Rd.
- Barbara gave a quick MS4 update. The MS4 Annual Report and annual Stormwater Utility Report were completed on time and submitted to the state. Some highlights from the report were presented. Lake treatments are continuing at Kemp Woods and Lakeside Park and the City will be working with HRSD to conduct microbial source tracking monitoring around Lakeside Park to look for any potential raw sewage sources which may be entering the lake.

- *The Indian River HS Lake was mentioned and the City is considering applying for SLAF funding for the lake project. There is an ongoing project to study resilience in the Greenbrier area.*
- *Eric discussed the budget. Capital budget requests have been submitted. The Capital Improvement Budget (CIB) will be approved before the Operating Budget. When the CIB gets approved, it's really approved Year 5, hopefully in January 2020. Norfolk Highlands is the largest project added. Increasing operating expenses require a reduction in the capital budget. The operating budget is due to the Budget Office on October 4th. The Budget Office will do an analysis. \$800K in recurring equipment replacement is needed annually, resulting in a reduced capital budget. Funds are being moved from capital to operating to reduce the backlog and do more snag & drag projects.*
- *All of this may lead to a discussion of a Stormwater Utility Fee increase, possibly to keep the City even with inflation. The budget is being proposed based on currently available funding and existing projects are forecasted for 3 years. Capital was \$4 million minus the \$800K for equipment, and minus \$250K for pay increases. If the City wants to get work done sooner, there is not enough resources. The funding is all committed at this point. Just to make up for inflationary losses, the utility fee would need to be increased to \$9.30/ERU. Not all of the additional funding will be capital. There could be some savings from capital projects which would go to the fund balance and operating reserves. There will be public hearings during the budget process.*
- *Adjourn at 7:08PM*

5. Director's Items - October 28, 2019 Meeting Minutes start

- *The Stormwater Operating Budget was presented to the Budget Committee. As discussed previously, there is a reallocation of capital funds to operating costs and equipment replacement.*
- *There was some discussion of a stormwater fee increase, but will probably not be recommended at this time because there is a balance of funds. A fee increase won't be recommended until all money is spent. The Capital Budget will be presented to City Council in late November/early December.*
- *Eric briefly mentioned the recycling dilemma the City is facing.*
- *The response to a recent fish kill and ongoing algal bloom at Lakeside Park was discussed. The City has had a challenge this year with filamentous green algae and there has been community outrage. Unusually high tides recently caused a fish and crab kill. WAVY10 and Channel 13 both did news stories.*
- *The City has treated the algae several times, is conducting a survey of the lake, obtaining quotes for lake aeration, and is working with HRSD to conduct microbial source tracking to determine if there are sanitary sewer sources entering the lake.*

- *There was a discussion of the recent Kempsville Road sanitary sewer main break and resulting spill. The BMP at the 168 Kempsville Rd off ramp was heavily impacted.*
- *Markiella asked how the fish and crabs got into the lake. During high tides, water from Scuffletown Creek can back up into the river, bringing brackish water species into a fresh water environment. Some organisms are not tolerant of fresh water, but get trapped in the lake and die. Carol asked if there is a way to stop this from happening.*
- *Todd asked about the \$800K for equipment and vehicles, and whether the City sells used vehicles. The City does sell vehicles and the funds would come back to Stormwater. Mainly excavators, dump trucks, and pickup trucks.*
- *Carol asked about funding for hiring and retention. Eric mentioned some new programs that have been initiated. Public Works has started a Career Progression Plan to promote people internally. Recently it started with Maintenance Worker Apprentices, 10 of 12 people in the program received conditional offers of employment. There are other Human Resources programs to help recruit, hire, and retain staff. For the Maintenance Equipment Operators there have been pay and market adjustments and a stipend for obtaining a Commercial Driver's License.*

6. Operations Update, Indra Paudel

- *IB reviewed and summarized the Operations report.*
- *55 miles cleaned and cleared in the Deep Creek Borough.*
- *There is a backlog of 68 contractual cave-ins.*
- *Street sweeping is currently in the 8th cycle. Markiella asked about work orders, they are created for each sweeping route.*
- *The Northwest River Snag & Drag project is 30-40% complete.*

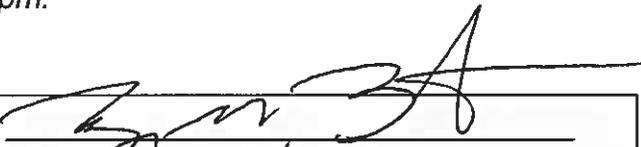
4. Organizational Charts, MS4 Update, Barbara Brumbaugh

- *Markiella had previously requested that the department organizational chart be reviewed along with areas of responsibility and work processes.*
- *Barbara showed various org charts and there was an explanation about how salaries are broken down and how positions are allocated to Stormwater funding.*
- *The City has an upcoming DEQ audit of its Erosion and Sediment Control Program.*
- *The current MS4 Permit will expire on June 30, 2021. The City will need to begin working on a permit application in 2020. We are closely watching the Arlington MS4 Permit which is in the process of being reissued. There has not been a draft released yet.*
- *Environmental Quality Services staff hosted a sold-out Rain Barrel Workshop at the Deep Creek Rec Center on October 26th. It was a great opportunity to engage residents and provide stormwater educational materials.*

6. Old and New Business

- The Committee voted to move the November meeting to December 2nd due to it falling the week of Thanksgiving. Barbara will take care of the notifications.
- There was a discussion of John Etheridge Road and a recap of the September discussion about this issue.
- Vic Nichols mentioned a complaint she saw on NextDoor regarding storm drains in Princeton Hall. The complaint was that they are clogged and debris is coming out of the drains. No specific address(es) was provided.
- Roger told Ms. Nichols to encourage citizens with stormwater issues to attend the Stormwater Committee meeting.
- There will be an Indian River Town Hall meeting on December 3, 2019.

The meeting was adjourned at 7:40 pm.

Minutes approved by the Committee	
Date	12/2/19

