



TOWN OF SMYRNA STORMWATER ADVISORY COMMITTEE
AGENDA
APRIL 17, 2023 @ 5:00 PM
COUNCIL CHAMBERS, TOWN HALL

- I. **CALL TO ORDER**
- II. **ACKNOWLEDGEMENT OF “ADOPT-A-STREAM” VOLUNTEERS & TROPHIES**
- III. **ACKNOWLEDGEMENT OF “ADOPT-A-ROADWAY” VOLUNTEERS & CERTIFICATES**
- IV. **DISTRIBUTION OF CERTIFICATES TO SWAC MEMBERS**
- V. **INTRODUCTION OF NEW SWAC MEMBERS**
- VI. **ELECTION OF OFFICERS**
- VII. **CITIZEN COMMENTS**
Speakers are limited to (3) minutes. Additional comments may be submitted in writing.
- VIII. **REVIEW AND APPROVE MINUTES FOR JANUARY 23, 2023 MEETING OF SWAC**
- IX. **OLD BUSINESS**
 - A. None this quarter
- X. **NEW BUSINESS**
 - A. **Consent / Correction Agenda**
 - 1. *Vacant / Inactive Account List (1/1/23 - 3/31/23)*
 - B. **Adjustment Applications**
 - None this quarter
 - C. **Credit Applications**
 - None this quarter
- XI. **REPORTS OF OFFICERS, COMMITTEE, OR STAFF**
 - A. *Discuss Storm Water Utility inquiries to date*
 - B. *Presentation of Quarterly Report*
 - C. *Miscellaneous*
- XII. **ADJOURNMENT**

MINUTES OF THE TOWN OF SMYRNA STORM WATER ADVISORY COMMITTEE

April 17, 2023

1st Item: Call to Order

The April meeting of the Town of Smyrna Storm Water Advisory Committee was held on Monday, April 17, 2023. The meeting was called to order by Chairman, Douglas Brown, at 5:00 P.M. at Town Hall, Smyrna, Tennessee.

The following Storm Water Advisory Committee members and staff were present:

Members:

Douglas Brown
Scott Burchyett
Bradkey Heilwagen
Marquinta Richardson
William Shackelford

Staff:

Jason King, Staff Attorney
Charles King
Bradly Jordan
Tammie Mitchell
Tammy Rankin
Tom Rose
Greg Upham

Absent:

Rhett Kimble
Natashia Floyd

Absent:

2nd Item: Acknowledgement of “Adopt-A-Roadway” Volunteers & Trophies

3rd Item: Acknowledgement of “Adopt-A-Stream” Volunteers & Trophies

4th Item: Distribution of Certificates to SWAC members

5th Item: Introduction of new Storm Water Advisory members

6th Item: Election of officers

7nd Item: Citizen Comments

Vice Chairman Douglas Brown asked if there were any citizen comments to be heard by the Committee. There being none, the Committee proceeded to item #8 of the agenda.

8rd Item: Approval of Minutes of the January 23, 2023 Meeting

The Committee considered a motion by Douglas Brown to approve the minutes of the January 23, 2023 meeting as presented. The motion was seconded by William Shackelford. The motion was approved unanimously. A copy of the minutes as approved is attached hereto and marked Exhibit “1”.

9th Item: Old Business

There was no old business to discuss at this meeting.

10th Item: New Business

A. Consent/Correction Agenda

1. Vacant / Inactive Account List

The Stormwater Fee Vacant Account List (through 3/31/23) was presented by staff. There are no accounts on the list for this period. A copy of the Stormwater Fee Vacant Account List (through 3/31/23) is attached hereto and marked as Exhibit “2”. There is no motion by the Committee to approve the Vacant / Inactive Account List.

B. Adjustment Applications

There were no adjustment applications to consider at this meeting.

C. Credit Applications

There were no credit applications to consider at this meeting.

11th Item: Reports of Officers, Committees, or Staff

A. Mr. Greg Upham reported to the Committee that since the last meeting on 3/31/23, staff received NO call/inquiry about the Storm Water User Fee.

B. Mr. Greg Upham then presented to the Committee the Storm Water Management Program Quarterly Progress Report. This report was for the period of January 1, 2023 through March 31, 2023. A copy of this Storm Water Management Program Quarterly Progress Report is attached hereto and marked as Exhibit “3”.

C. At this time, Mr. Rose presented to the Committee some statistics about how the Storm Water fee is used within the city.

12th Item: Adjournment

There being no further business to come before the Committee, a motion was made by Scott Burchyett to adjourn the meeting and a second by William Shackelford. Without objection, the meeting was adjourned at 5:22 PM.

Submitted by:

Certified by:

Greg Upham, Secretary Date

Rhett Kimble, Chairman or Date
Douglas Brown, Vice Chairman

Town of Smyrna
Storm Water Management Program
Progress Report to the
StormWater Advisory Committee
April 17, 2023 at 5:00 PM
Smyrna Town Hall /Council Chambers

- I. Discuss the following Storm Water Management (SWM) Program achievements made from: January 1 through March 31, 2023.
- A. Fifty-seven (57) certificates of occupancy issued this quarter were assessed for the corresponding SWU fee then reported monthly to CUD and the Town’s Public Utilities Department, of which only four fees other than the standard \$3.47 per month. In addition, all SWU fee delinquent accounts were also tracked and reported to Utilities.
 - B. Mr. Rose reviewed all grading permits, in tandem with sediment control reviews by the program coordinator, and required the submission of as-built drawings for each and every project having its own detention pond as well as all applicable water quantity concerns.
 - C. Received no citizen inquiries about the Storm Water Utility (SWU) user fee.
 - D. Staff completed writing the quarterly report to SWAC. This satisfies a MS4 permit requirement.
 - E. Reviewed eighteen (18) sets of grading plans for new construction projects during three monthly staff plan review meetings of which all eighteen (18) would eventually need grading permits then created project files once they were Planning Commission-approved. This satisfies a MS4 permit requirement.
 - F. Began contacting developers soon after their projects were Planning Commission-approved to encourage them to pass the grading permit procedures (mailed with their planning office letter) on to their project manager.
 - G. Corresponded with developers and contractors about several imminent projects concerning grading permit issues. This satisfies a MS4 permit requirement.
 - H. Reviewed, commented, signed, and dated grading plans for at least thirty - three (33) sets of new construction plans in preparation for grading permit issuance. This satisfies a MS4 permit requirement.
 - I. Completed sediment control measure inspections at eleven (11) construction (one being a mass grading only site) sites. This satisfies a MS4 permit requirement.
 - J. Facilitated grading permit pre-construction meetings for eight (8) new construction projects once these met all requirements now being electronically tracked on our new Progress Table. This satisfies a MS4 permit requirement.
 - K. Issued grading permits for eight (8) new construction projects. This brings the calendar year total to eight (8). Town of Smyrna projects [MS4 programs are NOT exempt from the requirements they enforce, MM - 6 [i.e. Utilities].
 - L. Investigated one (1) Illicit Discharge Detection and Elimination (IDDE) issue, plus deferred one (1) to Codes..

No	Project Name (Imperv. Surf. Area in sf or #/residential units >>ERUs) 1 ERU, equivalent residential unit = 3,543sf	Development Type	Monthly SWU Revenue (\$)	Annual SWU Revenue (\$)
1	Blakeney TownHomes / Mass Grading (see Blakeney below)	Residential	0.00	0.00
2	Oak Meadows 99 units 99 X \$3.47/ERU	Residential	343.53	4,122.36
3	Gillsville/G Street/Weakley Lane Waterline Replacement/Enlargement	Municipal-Util.	0.00	0.00
4	Blakeney TownHomes (80 units) 80 X \$3.47/ERU	Residential	277.60	3,331.20
5	TOPRE-Nissan Loading Area/Asphalt to Concrete (already charged a SWU fee)	Industrial	0.00	0.00
6	Sundale III 43 units 43 X \$3.47/ERU	Residential	149.21	1,790.52
7	Valley Green Lot 56/four homes (4 units) 4 X \$3.47/ERU	Residential	13.88	166.56
8	Andy’s Custard (0.52 ac.) 22,651sf / 3,543sf/ERU = 6.4 ERUs X \$3.47/ERU =	Commercial	22.21	266.52
	TOTAL		806.43	9,677.16

Monthly Total – \$806.43 Annual Total – \$9,677.16 (\$3.47/ERU, Equivalent Residential Unit)

- M. Bradly Jordan, Environmental Tech/Sediment Control Inspector has applied his Environmental Science degree many times over. His impressive background in stream water sampling, macro-invertebrate identification, stream cleanups/outreach, and a strong command of the computer programs used by the Town of Smyrna has certainly paid off for the Town.
 - i. Organized and tracked monthly inspection calendar for all construction sites.
 - ii. Conducted monthly construction inspections and electronically recorded them in CityWorks, and worked with supervisors, developers, builders, and engineers during 219 construction site inspections (Of these ~98% per month are active).
 - iii. Issued three Notices of Violation/NOVs and two Letters of Warning for construction.
 - iv. Added at least 800 points of Stormwater System data into the newly created Stormwater System map..
 - v. Conducted 244 individual lot inspections.
 - vi. Continued to work with business and property owners, et al to educate and enforce detention pond corrections.
 - vii. Continued to respond to citizens' concerns.
 - viii. Reviewed eight as-built plan submittals (created by Tom Rose).
 - ix. Conducted at least 155 individual construction lot erosion control inspections.
 - x. Continued to work with the Public Works director on several ongoing construction projects.
 - xi. Completed quarterly review of 104 known outdoor grease receptacles.
- N. Conducted another quarterly round of free standing grease receptacles, totaling 104 inspections with all still in business.
- O. The SWAC meeting was held during January, with six of the seven members attending.
- P. Trophies for the six schools that facilitated Adopt-A-Stream cleanup events were picked up at their front office then taken to VIP Awards for year-plate updating. The principal of each school was requested to invite students and parents as representatives of their school during the April SWAC meeting, where the trophies will be awarded.
- Q. Mayor Reed signed five (5) certificates of appreciation for the SWAC members.
- R. Of the six (6) volunteer groups the Town has working on Adopt-A-Highway or Adopt-A-Roadway projects, two (2) groups, LaVergne High School and BBB Industries, cleaned their assigned street segment as part of the Town's Adopt-A-Roadway program. Thank you one and all!!
- S. Meanwhile, the Town of Smyrna employees held another of their quarterly Adopt-A-Highway cleanups, extending from Town Hall to Harts Branch along both sides of Lowry Street. This event consisted of four (4) employees.
- T. The Public Works Office Coordinator handled seventeen (17) citizen inquiries regarding storm water drainage issues, with only four (4) still open..
- U. Continued to provide the public works director with daily reports from which this quarterly report was written. (21 program achievements and 11 Bradly Jordan achievements).

SCHOOL NAME SPONSOR'S NAME	SPONSORING GROUP	YEARS # of participants	COMMENTS/WHERE
SMYRNA H.S. Christine McGinnis / bio. A/P teacher	Biology/ Anatomy-Physiology Club	6 ('16 – '22, no '20) 10 – 20	Davis Creek wet weather conveyance from Hazelwood and Branford – Stewarts Creek
STEWARTS CREEK M.S. Kevin Welch / STEM teacher STEWARTS CREEK E.S. Nicholas Bone / teacher	Rutherford County STEM Program	6 ('16 – '22, no '20) 25 – 30 5 ('16 - '22, no '20/'21) 5 - 15	SCMS and SCES combine at one annual event; top of bank and school grounds
STEWARTS CREEK H.S. Jonathan Anderson / math teacher	Smyrna Rotary Club Michael Wilson	5 ('17 – '22, no '20) 10 – 20	StoneCrest Medical Center's rock berm located at I-24 / Sam Ridley Parkway interchange outlet
ROCK SPRINGS M.S. Chris Gray / Julie Wanker teachers	Beta Club	7 ('16 – '22) 20 – 30	Along stream bed and bank, from Paul Johns Park to one block from I-24 overpass
STEWARTSBORO E.S. Larissa Westerfield, Principal	Entire school	1 ('22) 30	Pioneer Park and top of bank of wet weather conveyance