

Storm Water Advisory Committee (SWAC) Summary

Date	Milestone(s)
Mar., 2003	Town of Smyrna submitted its NPDES General Storm Water Permit application to TDEC-WPC.
June, 2003	Former city engineer, Chuck Boyett, designated original seven SWAC members (citizens and staff) then requested Mayor Spivey to place the approval of such on the July Planning Commission workshop.
July, 2003	Planning Commission reviewed the SWAC proposal and NPDES General Permit issued by TDEC to the Town of Smyrna, thereby committing the Town of Smyrna to all of the requirements of the MS4-Phase II permit.
Aug., 2003	Mr. Boyett was appointed, by the town council, to lead the SWAC effort, which will meet the first Thursday of every month.
Oct., 2003	Town of Smyrna Council approved the SWAC (10/14/03) then Mayor Spivey directed Mr. Boyett to commence holding monthly SWAC meetings on the first Thursday to “advise and assist the Town of Smyrna in implementing a citywide program for reducing pollutants into creeks, ditches, streams, and rivers, and to advance elements (minimum measures) of the Storm Water Management Program.
Nov., 2003	The first SWAC meeting was held to inform members of the purpose of the SWAC (improve WQ, begin educ./outreach efforts, and partner with three other MS4 programs in Rutherford County) and the need of officers.
Dec., 2003	Officers were elected (Chair – Steve Steele; Vice President – Ray Lee; Secretary – Allen Trumbo), while the MS4 permit and by-laws were distributed. General information and cost estimates were discussed.
Jan.-Aug., 2004	Allen Trumbo stepped down from office due to health reasons, Kevin Rigsby replaced him as secretary. Detention basins were recorded, MTSU education program was reviewed, participation in Rutherford County SWAC ordinance and policy effort was initiated, drafts of the Dry Detention Basin and Water Quality Buffer Zone policies were reviewed and approved by the SWAC, 500 storm drain decals were given to the TOS by the Stones River Watershed Association, and Boy Scout – Eagle candidate storm drain labeling effort was initiated as first outreach project. The by-laws were reviewed and amended, while a photographic index of 189 detention basins was crafted.
Sept., 2004	SWM Program Coordinator, Greg Upham, attended his first SWAC meeting and introduced Project WET and WaterWorks PSA efforts to the SWAC members.
	Mr. Upham replaced Mr. Boyett as SWAC secretary, introduced the SWM Ordinance, WQBZ and Dry Detention Basin policies, and Annual Report to the SWAC members, while continuing to introduce new program accomplishments.
Oct., 2005	SWAC changed from monthly to quarterly meetings.
Jan., 2006	Planning Commission and SWAC held their first joint meeting to listen to Dodd Galbreath’s (319 Program) ‘Low Impact Development’ presentation.
Apr., 2006	Jerome Dempsey, Ray Lee, and Chuck Boyett were removed from SWAC, while David King, Tim Warren, and Rob White were added.
Apr., 2007	David King, Kevin Rigsby, and Greg Upham were removed from SWAC, but left as ex-officio status. Ray Lee, Gunner Miller, and Rhett Kimble were added to bring entire SWAC membership to a full complement of citizens.
Apr., 2007	Dodd Galbreath, Dr. Heather Brown, John Chlarson, John McFadden, Mimi Keisling, and Bruce Webster comprised the six guest speakers who presented and were filmed for Channel 3 broadcast at the Guest Speaker Forum.
Oct., 2007	Greg Upham officially replaced Kevin Rigsby as SWAC secretary at the October SWAC meeting. Minutes to this meeting were signed, after committee approval, by Steve Steele, chair, and Mr. Upham at the January 2008 meeting.
Oct., 2007	Beth Chesson and Dr. Warren Anderson completed the two-full years of quarterly Guest Speaker Forum presenters, bringing the total to eight presenters. These professionals were filmed and televised on Channel 3.
Jan., 2008	Learned from Town Attorney, Michele Elliott that a SWAC vice chair must be democratically elected at next meeting.
Mar., 2008	The first ‘specially called’ SWAC meetings were held to approve much needed ‘Town of Smyrna Land Disturbance Management Guidelines for Areas under One Acre’.
Apr., 2008	Nicole Fabian replaced Tim Warren. Seven SWAC members elected Steve Steele as chair and Gunner Miller as vice chair.
June, 2008	Town Council approved the adoption of the Storm Water Utility ordinance and the amendment of the SWAC ordinance, assigning the responsibility of credit and appeals review to the SWAC. Members were informed of these dramatic changes via phone calls and mailings.
July, 2008	SWAC members were officially introduced to their additional responsibilities of credit, adjustments, and appeals reviews as well as participating in an ethics training course. Meetings went from being quarterly, non-televised, and held in the Utility Conference room to being monthly, televised, and held in the Council Chambers.
Aug., 2008	Steve Steele, SWAC chair, officially resigned from office and SWAC, which left Gunner Miller as ‘Acting Chair’. SWAC reviewed and approved, Annual Report to TDEC with two revisions and revised SWAC By-laws and Rules of Procedure with one revision.
Sept., 2008	Town Council approved the addition of Charles King to the SWAC. SWAC elected Rob White as chair and Charles King as vice chair and approved its new By-laws and Rules of Procedure.
Oct., 2008	Seven SWAC members reviewed and approved eight SWU fee corrections, but no adjustments. Reviewed and approved SWM Program quarterly report. Listened and discussed Overview of SWAC Hearing Procedures presentation.
Nov., 2008	Seven SWAC members reviewed and approved three SWU fee corrections and partially approved one adjustment.
Dec., 2008	Seven SWAC members judged one consent/correction app., one adjustment app., and one credit app.
Jan., 2009	Seven SWAC members judged one consent/correction app. and reviewed the SWM Program’s quarterly report.
Feb., 2009	Six of seven SWAC members judged one adjustment app. then SWM Program Coordinator announced stream cleanup dates.
Mar., 2009	No business, so meeting was canceled.
April, 2009	Lisa Brindley replaced Rob White. Elections were not held as per By-laws of 8-08. Charles King presided over the meeting. Six SWAC members judged four adjustment applications and reviewed/approved quarterly reports. Certificates of appreciation were awarded to the SWAC members.
May, 2009	Six of seven SWAC members elected Charles King as chair and Rhett Kimble as vice-chair. Six minutes-record.
Jan., 2010	Six of seven SWAC members reviewed and approved the SWM Program’s quarterly report.

April, 2010	Bobby Garland replaced Lisa Brindley. Six of seven SWAC members judged the Vacant and Inactive Accounts for the first time and reviewed/approved quarterly reports. Certificates of appreciation were awarded to the SWAC members.
May, 2010	Five of seven SWAC members elected Charles King as chair and Rhett Kimble as vice chair.

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Date	Milestone(s)
July, 2010	Frank Musgrave replaced Gunner Miller. Six of seven SWAC members reviewed and approved the SWM Program's quarterly and annual reports.
Oct., 2010	Six of seven SWAC members reviewed and approved the SWM Program's quarterly and Notice of Intent, while approving the SWU's Correction and Vacant/Inactive Items.
Jan., 2011	Six of seven SWAC members reviewed and approved the SWM Program's quarterly report, while approving the SWU's Correction and Vacant /Inactive Items.
April, 2011	Pam Thompson replaced Nicole Fabian. Seven SWAC members reviewed and approved the SWM Program's quarterly report, while approving the SWU's Correction and Vacant / Inactive Items. Certificates of appreciation were awarded to the SWAC members.
May, 2011	Seven SWAC members elected Charles King as chair and Rhett Kimble as vice chair.
July, 2011	Six SWAC members met and approved the quarterly and annual reports in addition to several vacant account reports.
Oct., 2011	Seven SWAC members met and approved the quarterly report, in addition to several SWU vacant account reports and one credit application.
Jan., 2012	Five SWAC members met and approved the quarterly report, in addition to several SWU vacant account reports and nine credit applications.
May, 2012	Five SWAC members met and approved the quarterly report, in addition to several SWU vacant account reports, a few corrections, one being to Rutherford County and re-elected Charles King as chair and Rhett Kimble as vice chair. All seven SWAC members were awarded their justly deserved service certificates of appreciation. April's meeting was not held to reduce the amount of time the seven citizens had to spend at a SWAC meeting.
July, 2012	Seven SWAC members met and approved the quarterly report, in addition to a few SWU vacant account reports, a few corrections. The major topic of this meeting was the review and approval of the Annual Report to TDEC, which included several attachments, US Fish & Wildlife Service letter, Storm Water Management Plan, Public Information & Education document as well as the EPA Scorecard. All of these documents were SWAC approved by a 7-0 vote.
Oct., 2012	Seven SWAC members met and approved the quarterly report, in addition to a couple SWU vacant account reports.
Jan., 2013	Five SWAC members met and approved the quarterly report, in addition to a few SWU vacant account reports. Upcoming TDEC program audit, stream cleanups, storm drain decal event, and Boat Day VI were tentatively announced. Four members were reminded to re-apply for membership if they wanted to continue to serve.
Apr., 2013	Six SWAC members met and approved the quarterly report, in addition to one SWU credit application. Upcoming TDEC program audit, stream cleanups, staff training workshops, utility billing and Channel 3 statements, construction site, detention basin, and grease receptacle inspections, and Boat Day VI were discussed. Members were reminded of next month's election.
July, 2013	Seven SWAC members met and approved the previous minutes, quarterly report, in addition to a few SWU vacant account reports. The major topics of this meeting were officer elections and the review and approval of the Annual Report to TDEC, which included several attachments, Storm Water Management Plan, Public Information & Education table, Enforcement Response Plan as well as the U.S. Fish & Wildlife Service annual response letter. Charles King was re-elected as chair, while Rhett Kimble was re-elected as vice chair. All of the aforementioned documents were unanimously approved by the SWAC.
Oct., 2013	Four SWAC members met and approved the previous minutes, quarterly report, in addition to several SWU vacant account reports.
Jan., 2014	Six SWAC members met and approved the previous minutes, quarterly report, and a few SWU vacant account and adjustment reports.
Apr., 2014	Six SWAC members met, elected the same officers as last year, approved the previous minutes, quarterly report, and six SWU vacant account reports. Mr. King spoke of capital projects for drainage and future MS4 permit changes.
July, 2014	Six SWAC members met, approved the previous minutes, quarterly report, Annual Report to TDEC, and four SWU vacant account reports. Mr. King spoke of future Stormwater Ordinance reviews by the SWAC to comply with the MS4 permit.
Oct., 2014	Five SWAC members met, approved the previous minutes, quarterly report, and four SWU vacant account reports. Mr. Upham reviewed which pollutants would be targeted during the upcoming water quality monitoring efforts.
Jan., 2015	Six SWAC members met, approved the previous minutes, quarterly report, two SWU vacant account reports and viewed new SWAC Power Point presentation. Mr. King explained why MS4 permit approval will be delayed, while Mr. Upham explained the three monitoring programs.
Apr., 2015	Six SWAC members met, elected Charles King as chair/Bobby Garland as vice-chair, approved the previous minutes, quarterly report, and two SWU vacant account reports. Chase Block, our new member was welcomed and C/As were awarded.
July, 2015	Seven SWAC members met and approved the previous meeting minutes, one SWU vacant account report, Quarterly Report to the SWAC, and Annual Report to TDEC. Immediately after adjournment, Charles and Greg signed/dated the approved minutes then Charles handed Greg his letter of resignation from the SWAC. As of 7-21-15 the membership dropped to six.
Oct., 2015	Seven SWAC members met and voted in Bobby Garland as the new Chair and Frank Musgrave as the new Vice Chair then approved the previous meeting minutes, four SWU vacant account reports, and the Quarterly Report to the SWAC. The SWAC was invited to consider the standard frequency of meetings to be changed to quarterly. They decided to defer this until the January 2016 meeting. The SWAC members were also given a list of the SWM Ordinance changes and alerted of it being included in the January 2016 meeting packet.
Jan., 2016	Six SWAC members approved the previous meeting minutes, By-law changes, four SWU vacant account reports, and the Quarterly Report to the SWAC. The SWAC was invited to consider the standard frequency of meetings to be changed to quarterly. They decided to defer this until the January 2016 meeting. The SWAC members were also given a list of the SWM Ordinance changes and alerted of it being included in the January 2016 meeting packet.

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Date	Milestone(s)
April, 2016	All seven SWAC members approved the previous meeting minutes, one SWU vacant account report, and the Quarterly Report to the SWAC. The SWAC members were also informed of the upcoming Annual Report to TDEC and the SWM Ordinance changes. Annual certificates of appreciation, signed by Mayor Mary Esther Reed, were presented to five of the members just prior to adjournment.
Aug., 2016	Six SWAC members attended the ‘specially called’ meeting (July’s meeting was canceled by the SWM Program in order to complete the SWM ordinance). The SWAC approved the previous meeting minutes, one SWU vacant account report, the Quarterly Report to the SWAC, the Annual Report to TDEC, and the new Stormwater Management Ordinance. The SWAC also reviewed, but did not have to approve the five-year Class V Injection Well permit, required of all municipalities to enable them to repair sinkholes and open fractures on municipal-owned properties, ROWs, and easements. SWAC members were alerted that the regularly scheduled October quarterly meeting would be held.
Oct., 2016	Six SWAC members attended the October meeting. The SWAC approved the previous meeting minutes and five SWU vacant account reports. The SWAC also reviewed and approved the Quarterly Report to the SWAC. Mayor Reed presented charter member Paul Johns with a special certificate of appreciation after reading a Proclamation reviewing his 13 years of faithful service to the Storm Water Management Program and citizens of Smyrna. Mr. Johns is retiring from public service at the close of this calendar year.
Jan., 2017	Six SWAC members attended the January meeting. The Doug DeLong vacancy will be decided upon by the STC in February, while Rhett Butler rejoined the SWAC, replacing the retired councilmember Paul Johns. The SWAC approved the previous meeting minutes and three SWU vacant account reports. The SWAC also reviewed and approved the Quarterly Report to the SWAC. Tom Rose presented a concise and thorough overview of the Storm Water Management Program via PowerPoint.
April, 2017	Both Chase Block and Brandon Hamilton were removed from the SWAC, which meant three new members were added to include Paul Johns’ vacancy due to retirement (13 years of service). Katherine Cruz and Dean Taylor joined, while Rhett Kimble rejoined after a two year hiatus. All seven members participated in re-electing Frank Musgrave as chair and new-comer Dean Taylor as vice-chair. General business, including the quarterly report to the SWAC and SWU fee vacancy report were addressed.
July, 2017	A second perfect attendance meeting had the SWAC members approving the Annual Report to TDEC, along with a few supporting documents. General business, including the quarterly report to the SWAC and SWU fee vacancy report were also addressed.
Oct., 2017	This meeting was attended by just four members, yet a quorum was held. General business, including the quarterly report to the SWAC and SWU fee vacancy report were also addressed. Tom Rose presented the results of the Downtown Hydrology – Hydraulic Study.
Jan., 2018	This meeting was attended by just four members, yet a quorum was held. General business, including the quarterly report to the SWAC and SWU fee vacancy report were also addressed. Tom Rose presented brief oversight of future projects.
April, 2018	This meeting was attended by five of the six members (shy by one). Two members, Abhi Patra and Ben Franklin became educated during the meeting, which opened with Mayor Reed awarding Adopt-A-Stream trophies to three of the four schools as well as a framed certificate to Valero for their four Adopt-A-Highway cleanups and certificates of appreciation to sitting members. A very special life-time certificate was presented by the Mayor to the retiring Ray Lee for his 13 years of service and being a charter member. Elections saw Frank Musgrave remain as Chair and Rhett Kimble being elected to Vice Chair.
July, 2018	This meeting was attended by five of the seven members as ‘Bre’ Begley joined the SWAC. The Vacant Report, Quarterly Report to the SWAC, and Annual Report to TDEC were reviewed, while the all were approved except the Quarterly Report which does not require it. Dwaine Lawson gave a very informative PowerPoint summary of the SWM Program.
Oct., 2018	This meeting was attended by five of the seven members as Frank Musgrave missed only his fourth meeting in NINE years. Rhett Kimble ably replaced him at chair. The Vacant Report and Quarterly Report to the SWAC were reviewed and approved. Tom Rose updated the public about the Downtown – Soccer Park project progress.
Jan., 2019	This meeting was attended by six of the seven members as Frank Musgrave returned to the helm. The Vacant Report and Quarterly Report to the SWAC were reviewed and approved. Tom Rose commented about mud on the road being hazardous.
Apr., 2019	This meeting was attended by six of the seven members, with Frank Musgrave at the helm. Mayor Reed presented trophies, plaques, and certificates to four Adopt-A-Stream schools, four Adopt-A-Roadway/Highway groups, and seven SWAC members to cleanup participants and SWAC members. Mayor Reed made a plea for litterers to stop littering. The elections were held with Frank and Rhett holding down the lead positions. Two properties were listed on the Vacant Report and the Quarterly Report to the SWAC was reviewed, both presented by the SWM Coordinator.
July, 2019	This meeting was attended by six of the seven members, with Frank Musgrave at the helm. One property was listed on the Vacant Report, while both the Quarterly Report to the SWAC and Annual Report to TDEC were reviewed, presented by the SWM Coordinator. Tom Rose concluded the meeting with an in-depth progress report and time line for the Downtown Proj.
Oct., 2019	This meeting was attended by three of the seven members, w/Frank Musgrave in charge, but was canceled as per the bylaws.
Jan., 2020	This meeting was attended by six of the seven members, with Frank Musgrave at the helm. Mr. Upham presented the program progress reports for the October and January meetings from a combined table to expedite matters, while Mr. Rose presented a roads and special project report to the SWAC. Two of the three members needing to re-apply did so.
Apr., 2020	This meeting was, unfortunately, canceled due to the worldwide Pandemic, COVID-19. Had it been held we would have welcomed Charles Scurr onto the SWAC, replacing Bre Begley, who moved back home to Johnson City. We also would have had our annual election of officers and reviewed the SWM Program progress report and SWU Vacancy Report.

July, 2020	This meeting was attended by six of the seven members, w/Frank Musgrave at the helm. Charles Scurr was introduced to the SWAC members, while Mr. Musgrave and Rhett Kimble were re-elected as Chair and Vice-Chair. Both quarterly reports and the Annual Report to TDEC were reviewed and approved, while the SWU Vacancy Report was also approved.
Oct., 2020	This meeting was attended by all seven SWAC members, w/Frank Musgrave at the helm. The quarterly report and SWU Vacancy Report were reviewed and approved. A brief memorial was presented for our outstanding SWAC member, Ray Lee who passed a month prior to the meeting. Dwaine Lawson's retirement was also announced and the efforts to replace him.
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Date	Milestone(s)
Jan. 2021	This meeting was canceled due to the COVID – 19 pandemic.
Apr. 2021	This meeting was attended by six of the seven SWAC members, w/Rhett Kimble at the helm. This marked the first meeting in ~5 years that Frank was not present. Frank announced his retirement at the October, 2020 meeting. Our two newly appointed members, Shawna Forrest and Natasha Floyd were welcomed and elections were held with Rhett moving into the Chair position and Daniel moving into the Vice Chair position. Two quarterly reports as well as two SWU Vacancy Reports were reviewed and approved. Adopt-A-Roadway and Adopt-A-Stream trophies were presented. Only one of the AAR groups was present to receive their plaque. The entire TDEC – approved 2020 program audit responses were highlighted before five certificates of appreciation were awarded to the existing SWAC members.
July 2021	Only three SWAC members attended this meeting, so it was canceled then rescheduled to August 2 nd due to the requirement of having the SWAC approve the Annual Report to TDEC so it could be reviewed by the Smyrna Town Council. <i>A September 30, 2021 submittal deadline to TDEC is the controlling factor.</i>
August 2021	The 'Specially Called' meeting was attended by 6/7 SWAC members who approved the Vacancy Report, Quarterly Report to SWAC, and the Annual Report to TDEC. Douglas Brown pointed out one omission in the TDEC report, which was corrected by the SWM Coordinator the next morning. The six SWAC members voted on the motion to move the start times to 5PM, but it ended in a 3 – 3 tie, thus keeping the meeting start time at 6PM.
October 2021	Only four SWAC members attended this meeting, which was enough for a quorum. There was not enough attendance to vote on the startup time, so Rhett Kimble delayed. The Quarterly Report to SWAC was reviewed as was the SWU Vacancy report.
January 2022	Six of the seven SWAC members attended this meeting, approving both the October meeting minutes and the SWU Vacancy Report unanimously. Rhett Kimble chaired this 19 minute meeting where all attendees learned of the four new coffee shops.
April 2022	Five of the seven SWAC members attended as Ms. Floyd was recovering from surgery (called). The SWAC welcomed Scott Burchyett, elected officers, keeping the same, voted to keep the 6PM start time, approved the last meeting minutes, and approved the Vacancy Report, while viewing the awarding of AAS trophies, AAR plaques, and received their C/As.
July 2022	Six of the seven SWAC members attended this meeting, where the Quarterly Report, Annual Report to TDEC, last SWAC minutes, and SWU fee Vacancy Report were approved.
October 2022	Katherine Green resigned, and only four of the six SWAC members attended this meeting. These four members approved the SW Management Plan, NOI, Implementation Plan, Enforcement Response Plan, Public Information and Education Plan, Outfall Inventory, and Water Quality, et al, enabling all to go to the STC.
January 2023	Marquinta Richardson was welcomed as the SWAC's most recent member. Six of the seven SWAC members approved the Quarterly Report and the previous SWAC meeting minutes. There were no Vacant Reports this time.
April 2023	Both Abhi Patra and Daniel Newborn resigned, while their replacements William Shackelford and Bradley Heilwagen were welcomed. Five of the seven SWAC members were in attendance. Douglas Brown did a great job as sub-chair for Rhett Kimble. Elections found Rhett as chair and Douglas as Vice Chair, a position Daniel held. There were no Vacant Reports to review. All documents were approved and all Certificates of Appreciation were distributed bar two (next day to homes).
July 2023	Six of the seven SWAC members attended this meeting to discuss the SWU Vacancy Report, Quarterly Report to SWAC, and Annual Report to TDEC. These reports plus the minutes to April's SWAC meeting were all approved.

SWAC – Storm Water Advisory Committee

SWU – Storm Water Utility (fee)

TDEC – Tennessee Department of Environment and Conservation (particularly the Water Resources Division)

NPDES – National Pollution Discharge Elimination System MS4 – Municipal Separate Storm Sewer System

Phase II – Public entities (municipalities, counties, and universities) equal to or less than 100,000 in population, yet greater than 10,000 in population.

WQBZ – Water Quality Buffer Zone policy

Purposes:

- Review progress of program
- Provide optional projects to pursue
- Review/approve documents (i.e. SWM ordinance, WQBZ & Dry Detention Basin policies, annual reports) prior to Town Council review
- Review/judge Storm Water Utility credit submittals.
- Review/judge Storm Water Utility adjustment appeals.

Meetings are led by the SWAC chair or vice-chair.

Cases are read by Public Works Director and supporting evidence is provided by staff.

Minutes are written the next day by the Public Works Office Coordinator and reviewed and approved by the SWAC at the next meeting then signed and dated by the chair/vice-chair and secretary (SWM Program Coordinator) before being distributed.

- Meetings open with the approval of the previous meeting's minutes.
- Monthly meetings were once held to review Storm Water Utility credit submittals and adjustment appeals, leaving program updates to quarterly meetings (Jan/April/July/Oct). Quarterly meetings are always held to at least review quarterly/progress reports and annual reports to TDEC.
- SWAC meeting minutes from September, 2004 can be viewed on the SWM Program website.
- We are looking for folks who are interested in making a difference in our local water quality...no college degrees or previous work experiences are required.

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