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CITY OF KELSO

Public Works Department
203 S. Pacific Ave., Suite 205
PO Box 819
Kelso, WA 98626

Stormwater Advisory Committee Meeting

October 29, 2008

Call to Order:

Steffanie Taylor called the meeting to order at 4:03 pm, at City of Kelso City Hall Council Chambers, 203 S. Pacific Ave.

Those present were as follows:

Advisory Committee Members:

Gary Fredricks
Dan Howell
Gloria Nichols
Tim Wines
Steffanie Taylor
Excused absence: James Amaral
Unexcused absence: Brad Bender

Staff:

Van McKay, City of Kelso
Stephanie Helem, City of Kelso

Also in attendance were:

Greg Winters, Department of Ecology
Josh Johnson, City of Longview

Committee Member Gary Fredricks attended meeting until 5:30pm.

Approval of Minutes:

Gary Fredricks made the motion to approve the minutes of September 24, 2008, Gloria Nichols seconded. Motion carried, all saying yes.

New Business:

Pam Jenkins, Consultant with Skillings and Connolly and the author of the IDDE and Best Management Practice (BMP) draft joined the meeting per conference call from the Winthrop office.

1. Responsibility for Administration for the Ordinance:

- A brief background of current City of Kelso Department responsibility was given. In general anything in the public right-of-way is the responsibility of the Department of Public Works and anything on private property is the responsibility of Community Development and Code Enforcement Officer/Building Official. It has been recommended all of the land within the City of Kelso with stormwater issues be under the authority of the Public Works Department to administer. This would also be cost effective and require minimal personnel training for this one department. The City would be required to inspect for stormwater related issues on site before,

during and after construction. This Ordinance assigns responsibility it does not preclude Public Works from having an agreement with the Community Development inspector who maybe going on site to take a look at Stormwater BMP's.

Motion: A motion was made by Gary Fredricks and seconded by Gloria Nichols on approval to proceed with all stormwater issues related to this ordinance under the authority of Public Works to administer. Motion carried, all in favor.

New Business/Motion Item:

2. General Structure of Ordinance Model:

- In the previous September meeting a first draft of the BMP Ordinance was given. Per a discussion between Van McKay and Pam Jenkins, Skillings and Connolly, questions arose on how all this information will fit in the City's code. Perhaps a better way would be not to have one stand alone document with all administrative and technical information. Van McKay recommended taking all the technical information out of the BMP Ordinance and including this in the Kelso Engineering Design Manual (KEDM). This would provide one document with all the technical items for a developer's guidance when developing a site.
- History of the KEDM - The development of the KEDM as a document went through the approval process with open meetings for public comment and the approval of City Council. The KEDM was adopted as an Ordinance June of 2008. The existing KEDM has Chapter 2 & Chapter 4 relating to Stormwater Control.

Motion: A motion was made by Gary Fredricks and seconded by Tim Wines to include the technical information from the BMP Ordinance in the KEDM. Motion carried, all in favor.

New Business:

3. Review of Major Changes to Preliminary draft ordinance (revision 2):

- Pam Jenkins gave an overview regarding applicability modifications from the previous meeting draft of the BMP Ordinance. (Each Committee member was provided with an updated revision copy). During this overview the group discussed revisiting the following items/details in the future:
 - 1) Pg. 9 13.12.040 (A) - Regulated Activities
 - Three tiered system
 - Threshold of 1 acre
 - 2) Pg. 10 13.12.050 (A) - General Requirements
 - Adoption or reference of Stormwater Management Manual
 - 3) Pg. 10 13.12.050 (B) 2 - Low Impact Development (LID)

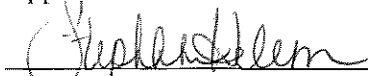
The final item on today's Agenda, Process of Stormwater Plan Review, due to time constraints will be discussed in the November 19, 2008 meeting.

Future Meetings:

A reminder was given of November and December's KSAC meetings being combined and scheduled to take place on Wednesday, November 19, 2008.

Meeting adjourned at 5:55 pm.

Approved:


Stephanie Helem, Recording Secretary


Steffanie Taylor, Chairperson