

## Beaufort County Stormwater Management Utility Board (SWMU Board) Meeting Minutes

December 12, 2018 at 2:00 p.m. in Executive Conference Room, Administration Building, Beaufort County Government Robert Smalls Complex, 100 Ribaut Road, Beaufort, South Carolina

### Board Members

#### Present

Don Smith  
Marc Feinberg  
Allyn Schneider  
William Bruggeman  
James Fargher  
Patrick Mitchell

#### Absent

### Beaufort County Staff

Eric Larson  
Melissa Allen  
Katie Herrera

### Ex-Officio Members

#### Present

Andy Kinghorn  
Kim Jones  
Van Willis

#### Absent

Scott Liggett

### Visitors

Dr. Alan Warren, USCB Lab  
Alice Howard, County Council  
Lamar Taylor, City of Beaufort  
Brian Eber, Town of Hilton Head Island  
Ellen Comeau, Clemson Extension  
Keith Hall, Contractor

### 1. Meeting called to order – Don Smith

- A. Agenda – Approved. (Moved Voting of Chairman and Vice Chairman to Item B)
- B. November 14, 2018 Minutes – Approved.

### 2. Introductions – Completed.

### 3. Public Comment(s) – None.

### 4. Reports – Mr. Eric Larson and Mr. David Wilhelm provided a written report which is included in the posted agenda and can be accessed at:

<https://www.bcgov.net/departments/Administrative/beaufort-county-council/boards-and-commissions/council-appointed/board-list/stormwater-management-utility-board/agendas/2018/121218.pdf>

Mr. Eric Larson introduced Mr. Keith Hall, contractor with Beaufort County to serve as the Assistant Stormwater Manager. He will be on retainer for 60 to 90 days to help with Capital Projects.

#### A. Utility Update – Eric Larson

In reference to item 2A (Regionalization), the consultants have met with all partners in the project and created a list of questions to ask stakeholders (those using stormwater design standards) within the community. They questions will be going out soon.

**B. Monitoring Update – Eric Larson**

Please reference the report, no additional updates.

**C. Stormwater Implementation Committee (SWIC) Report – Eric Larson**

Please reference the report, no additional updates.

**D. Stormwater Related Projects – Eric Larson**

In reference to item #1, Mr. Larson noted that two responses were received for the Evergreen 319 Project. These will be reviewed and staff hopes to have a selection made before the next meeting.

The County received the DOT permit last week for Wallace Road project. The solution has been approved and staff is working to get the project scheduled; the work will be done in house.

In reference to item #4, Mr. Larson shared a sample of cellulose concrete, an innovative product which is one-fourth the weight of regular concrete. This will be used on the admin. parking lot. The pipe is bedded on old timber and there is concern that concrete or fill would cause settling over time. This product is pumped in like a grout.

Mr. Larson explained that there is a long outstanding and unwritten policy that the County will install driveway pipes for \$399 (item #8). An accounting problem about handling the money to provide the service came up, which led to the purpose of installing them (to ensure they were done correctly). He explained that there have only been 10 requests last year in comparison to over 800 single family home permits that were issued. The County has decided they are no longer going to install them, as the fee doesn't even cover the cost.

**E. Professional Contracts Report – Eric Larson**

In reference to item 1B (Brewer Memorial) County Council reconsidered the change order that was denied during the November meeting and approved it during the December 10<sup>th</sup> meeting.

In reference to item 1C (Sawmill), the field survey was better than GIS and it determines that the County is not getting the stormwater storage or the benefit needed to justify the cost of the project. It isn't a feasible project and will stay in its natural state. The County's recommendation is to not move forward with the project. Brief discussion took place about the history and funding for the acquisition of the property. Mr. Larson indicated the County is planning to cancel the contract and stop work.

**F. Regional Coordination – Eric Larson**

In reference to item #5 (Pepper Hall), the project passed with a 50/50 provision for stormwater. Mr. Larson explained that Ms. Alice Howard took his engineering report and presented it Council. In response to a question, Mr. Larson explained the County doesn't know the cost [but it will be 50%] of stormwater design, construction and maintenance of the project.

Ms. Howard thanked the board for asking questions about Pepper Hall and thanked Mr. Larson for providing information. She encouraged members to continue to express their opinions to the elected officials, as it's a flexible agreement and could change. Mr. Van Willis commented about not knowing how it will impact the balance of Capital Improvement Projects (CIP) plan or fee structures in Beaufort County unincorporated. Mr. Larson

explained there is talk about a residential improvement district and that the County may be able to recoup funds through something like this. Mr. Willis asked if the board was asked for a recommendation or if they were told the money was coming from the utility. Mr. Larson explained it was stated in a public meeting that the anticipated revenue was from stormwater utility.

Conversation took place about the road (Graves Road) to get to the park. Mr. Andy Kinghorn commented about regionalization and how it will be a separate entity where they [elected officials] wouldn't be able to come in and take money away [to fund project]. Mr. Larson commented the utility would be protected from that happening (if it were a regional authority).

**G. Municipal Reports – Eric Larson**

Mr. Larson provided an update for the Battery Creek 319 project. He explained there is an operations and maintenance list: vac truck to remove trash and the weir needs additional rip rap. He commented that the emergency weir is in good shape and there is a downed tree on the work shelf that will need removed. Mr. Larson indicated he spoke with Paul Moore, design engineer, who has made a few recommendations to look at to play with elevations of the ponds.

Ms. Kim Jones thanked the utility for the “That’s My Truck” decals for Town of Bluffton’s street sweeper.

**H. Municipal Separate Storm Sewer System (MS4 Update) – Eric Larson**

Mr. Larson announced that there were three grand prize winners and six runners up for the “That’s My Truck” coloring contest. The “celebrity” panel for the contest judging was Eric Larson (Beaufort County), Beth Lewis (Town of Bluffton), Alice Howard (County Council), Ellen Comeau (Clemson Extension), and Shelby Berry (Beaufort Conservation District). They selected the winners to name the County Vac Truck, County Sweeper Truck and the Town of Bluffton’s Sweeper Truck. The winning schools will get a show and tell to see the truck and to present the awards. May River Montessori, Port Royal Elementary and Mossy Oaks Elementary were the winning schools. Ms. Ellen Comeau noted the contest was open for two and half weeks and there were 472 entries.

**I. Maintenance Projects Report – Eric Larson**

Please reference the report, no additional updates.

**5. Unfinished Business –**

**A. Battery Creek 319 Update** – Topic was discussed under item G (Municipal Reports).

**6. New Business**

**A. Best Management Practices Manual and Monitoring Plan Update** – Mr. Larson explained this update is an administrative update to the manual. The [handout](#) provides an overview of the changes to the manual. Mr. Larson noted all updates [major] that are being made have been previously reviewed and voted on by the board.

Mr. Larson explained that extra steps were in the manual versus what was in the ordinance, so that oversight will be corrected. A major update has been made to the monitoring plan, which is in an administrative document to address the TMDL’s and special project monitoring. The dirt road definition will be updated. The update will also be expanding land disturbance; clarifying

design criteria to the developing public. The change to the permitting process with DHEC will also be reflected in the update.

A motion was made to approve the changes as proposed to the BMP manual. The motion was approved 6/0.

**B. Voting for Stormwater Manager Utility Board Chairman and Vice Chairman** – Mr. Donald Smith announced that he has informed Councilman Dawson that he will be resigning from the board around the first of the year.

Mr. Allyn Schneider asked about the replacement for the Mr. Meisner's vacancy. Mr. Larson shared that Ms. Howard may have someone interested.

A motion was made to delay the voting for Chairman and Vice Chairman to the next meeting. The motion was approved 6/0.

#### **7. Public Comment(s) –**

Mr. Andy Kinghorn announced that he has been appointed to the BJWSA board. He expressed that he has enjoyed the opportunity and will miss being a part of the board.

Mr. Feinberg made a motion to formally thank Councilperson Howard for her continued support of the Stormwater Board in 2018. The motion was approved 6/0.

Mr. Smith shared a photo of shellfish closures along the SC coastline. He expressed it represents the work that has to be done and the challenges that are there.

Mr. Larson recognized Mr. Lamar Taylor, as he is retiring. Mr. Taylor shared that he will be with the City of Beaufort on a six month contract to help.

Mr. Smith commented that he has enjoyed serving and that is has been a pleasure.

#### **8. Next Meeting Agenda** – Approved with Addition.

Addition to Unfinished Business – Voting for Stormwater Management Utility Board Chairman and Vice Chairman

A motion was made to cancel the January meeting. During discussion Mr. Bruggeman asked if there are a minimum number of meetings required. Mr. Larson noted there were a few canceled meetings in 2018 and that he doesn't see it [canceling the meeting] being an issue. The motion was approved 6/0.

#### **9. Meeting Adjourned**

- Appendix C was added to document the effectiveness of BMPs in controlling stormwater volume.
- The Appendix includes a worksheet that must be completed to determine the “effective imperviousness” of the development. The recommended goal set for new development is 10 percent effective imperviousness.
- The former Appendix C (Sediment Control Certification Form for Construction Sites) is now Appendix D.
- The former Appendix D (Town of Bluffton Stormwater Ordinance) has been removed because the town no longer has a stand-alone ordinance.

In 2012, modifications to the manual were made to reflect the following:

- Workshop with local engineers on reformatting the manual.
- Update of the Zoning and Design Standards Ordinance (ZDSO) to a new form-based code.
- Consideration of “Step 2” on-lot controls of stormwater runoff from lots in developments that were approved prior to stormwater volume controls.
- Response to comments on draft revised manual (September 2011).

~~In 2016, modifications to the manual were made to reflect the following: This version of the manual was prepared in 2016. Modifications include the following:~~

- Update per municipal separate storm sewer system (MS4) permit requirements.
- Reorganize manual for better information flow.
- Update and clarify design requirements.
- Reconcile information with other documents including 2014 Community Development Code updates and a new standalone Stormwater Ordinance.
- Expand BMP Selection and provide Fact Sheets for Construction, Post Construction BMPs, and municipal facility good housekeeping.
- Clarify and provide for Violations and Enforcement policy.
- Clarify and provide for Operations and Maintenance (O&M) procedure.
- Respond to comments generated from public.

~~This version of the manual was prepared in 2018. Modifications include the following:~~

- ~~Updating Stormwater Permit forms to reflect changes in County procedures.~~
- ~~Clarifying Stormwater Permit procedures~~
- ~~Clarifying the Violations and Enforcement policy~~

Formatted: BC List Bullet

Formatted: BC List Bullet, Indent: Hanging: 0.06"

Formatted: Indent: Left: 0.5", Space After: 0 pt, No bullets or numbering

Formatted: BC List Bullet 2nd Level, Indent: Left: 0", Bulleted + Level: 1 + Aligned at: 0.5" + Indent at: 0.75"

- [Updating the Monitoring Plan](#)
- [Updating the manual per the 20187 Ordinance revisions related to Dirt Roads Ordinance](#)
- [Expand land disturbance and drainage plan language](#)
- [Clarifying language pertaining to DHEC permit requirements -](#)

## 1.2 Contents of the Manual

For the purpose of this manual Administrator(s) shall mean “Administrators” means the County Engineer and Stormwater Manager and other individuals designated by the County Administrator, from time to time, to administer interpret and enforce this Ordinance. Stormwater Manager and Administrator are used interchangeably in the document.

Section 2 presents a summary of County stormwater management regulations. The summary provides a starting point for developing a comprehensive set of policies and standards for development in the County. The County regulations include details on drainage easements, flood control design criteria, general planning and design requirements, retention/detention facilities, open drainage system ditches and ponds, roadway drainage planning and design standards, and storm sewer design standards that were previously in the ZDSO, Division 4 (Stormwater Management Standards).

Section 3 presents regulation of non-stormwater discharges to the storm drainage system to the maximum extent practicable as required by Federal and State laws in order to protect the existing health, safety, and general welfare of the citizens of Beaufort County, South Carolina. This section will establish methods for controlling the introduction of pollutants into the MS4 in order to comply with requirements of the NPDES permit process.

Section 4 provides guidance to ensure all new developments and redevelopments are designed to meet current design requirements. All lot owners shall meet current Federal and State laws. Individual property owners and their contractors must have available the specific erosion control measures to be used for all lots under construction.

Section 5 provides recommended policies and standards for new development and redevelopment. This section includes all information required to determine if a development satisfied both the runoff volume control and water quality control. Also included in this section are the design guidelines for BMPs and worksheets to evaluate BMP sizing. This section also considers appropriate water quality storage volume requirements for BMPs. Computer simulation models, using long-term local rainfall data as input, were applied to determine the optimum storage volumes for Beaufort County BMPs. In all cases, the recommended storage volumes are as restrictive as, or more restrictive than, the State requirements.