

BOARD OF SUPERVISORS
Monthly Work Session Minutes
Tuesday, October 11, 2022
2:00 p.m.

ATTENDANCE

The Board of Supervisors held a worksession on Tuesday October 11, 2022. The meeting was in a hybrid format. In attendance were:

Board:	Laura Dininni, Chair	Staff:	Centrice Martin, Township Manager
	Lisa Strickland, Vice-Chair		Jaymes Progar, Assistant Manager
	Patty Stephens		Dave Modricker, Public Works Director
	Tierra Williams		Aaron Jolin, Stormwater Engineer
	Jeremie Thompson		

Others in attendance included: Mr. Dreibelbis

I. PRESENTATION UPDATE ON THE 2022 STORMWATER UTILITY FEE

Jaymes Progar, Assistant Township Manager, presented a PowerPoint overview of the Stormwater Utility Fee and infrastructure.

Why the fee? Unfunded mandated requirements at federal and state levels that include the NPDS (National Pollutant Discharge System) for a 5-year permit reported annually that the Township is required to do a number of BMP control measures to maintain that permit. As a result, we have an ordinance under Chapter 1, Part 14 to collect utility fees/programming costs for adequate stormwater management and the health, safety and welfare of residents.

The calculations are completed parcel-by-parcel of the impervious areas by ERUs (equivalent residential unit) within the Township limits of 3,097 square feet. Other factors include: (1) determining RBG (regional growth boundary); (2) the impervious area in square feet, which is used to divide by the Township's square feet of 3,097 to determine the ERUs assigned to a parcel and round that number down or up to a whole number depending on the calculation. The ERU is then multiplied by the rate established by the resolution (policy established in 2021) and approved by the Ferguson Township Board of Supervisors. The next step is to determine credits and/or exemptions for the parcel once approved. Different categories include single-family residents, commercial properties, and properties outside the RGB. Details followed on credits and how they are applied. The goal is to incentivize residents and give them a discount for having a positive impact on public infrastructure as well as reducing the cost of stormwater management overall to the Township. Mr. Progar noted that there are a number of things that residents, HOAs, or commercial properties with multiple businesses can do to apply for credits.

The breakdown of credits was Non-structural credits (1,100 awarded), i.e., disconnected downspouts, things that don't require a stormwater BMP vs Structural credits (460 awarded) that need to be put in place-being connected or stormwater managed by a structural BMP. A total of 13,055 parcels were awarded credits this past year in the Township, which accounts for 18% of all parcels receiving some type of credit. The total credits awarded were 1,592, which accounted for over 200 parcels that

received two or more credits. Three exemptions for financial hardship, i.e., could be a non-profit. The billing process and obstacles in the process were explained. It took some time to comb through 6,300 parcels to determine what was a non-profit business. Other considerations were that the RBA database does not send a bill to every taxed parcel and the database determines whether your tax (and stormwater) payment was on time or if there was a penalty for paying late bills. The Township is a template for other surrounding municipalities to go by so getting an accurate assessment among other things right the first time was a challenge.

Cost-saving measures, i.e., labor, equipment, materials. Still under review by staff are exemption application submissions for Ag properties' for the following year. Another item staff is looking at is whether the stormwater utility fees are under the same penalties as the tax parcels billed (by RBA).

The application period is from May 1 - September 30 of each year. Within a month following the closing date, the Township responds to the credit applications on whether approved, denied or if more information is needed. Appeals can be made until November 30 of the same year the application was submitted. Appeal decisions are completed no later than December 31 of the same calendar year.

Ms. Martin thanked those attending and available to answer questions including Aaron Jolin, Stormwater Engineer; Dave Modricker, Public Works Director; and Jaymes Progar, Assistant Township Manager, for preparing and presenting the presentation.

Mr. Modricker noted regarding one of the slides on cost, they are captured under Fund 20, which includes Road Crew time, Traiser software costs and contracted services.

Ms. Dininni turned the hosting of the meeting over to Ms. Strickland. Mr. Thompson had a question on credits. Discussion followed with engineering staff on credits, assessments, and structural BMPs. Ms. Strickland noted questions on the credit manual and that clarification is needed on interpretation and tracking. Engineering staff noted as they review the approved policy in the resolution, language can be brought forward for consideration as well as the impervious area guidance document that is still under review with the consultant. Discussion followed on qualifiable tracking. Ms. Strickland asked for clarification on HOAs separate billing and revenue. Mr. Modricker clarified the slides are a summary of costs and that some projects listed may not start until next year. Ms. Strickland asked if that information could be forwarded by email. Mr. Modricker continued a detailed review of line items. Ms. Strickland thanked the staff for the update.

- II. Ms. Strickland noted that Item 2, *Discussion on the Second Allocation of the American Rescue Plan Act of 2021*, is tabled for another meeting discussion.

III. ADJOURNMENT

With no further business to come before the Board of Supervisors, Ms. Stephens motioned to **adjourn** the meeting. The meeting adjourned at approximately 2:45 p.m.

Respectfully submitted,



Ferguson Township Board of Supervisors Worksession

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Centrice Martin, Township Manager
For the Board of Supervisors

Date approved by the Board: 11-01-2022