

**TOWN OF MUNSTER
MEMORANDUM**

DISTRIBUTED
TCRM 1-27-14

To: Town Manager, Town Council
From: James M. Mandon, P.E., Town Engineer *JM*
Subject: NIRPC MS4 Agreement
Date: January 21, 2014

Attached please find the Town of Munster agreement with NIRPC to provide Public Education and Public Participation services for the year 2014. There are economies of scale to be realized by joining other municipalities in having NIRPC provide these services. I am recommending approval of this agreement. Also attached is the accompanying invoice for \$4,796 (if paid before April 4), and an outline of the provided services.

MUNICIPAL SEPARATE STORM WATER SYSTEM (MS4) AGREEMENT

Between

The Northwestern Indiana Regional Planning Commission

And

Town of Munster

WHEREAS, the Federal Clean Water Act requires storm water discharges from certain types of urbanized areas to be permitted under the National Pollution Discharge Elimination System (NPDES) program (Phase II); and,

WHEREAS, the Indiana Department of Environmental Management, hereinafter referred to as “IDEM”, has designated communities in Lake, Porter, and LaPorte Counties as MS4 Entities under the provisions of 327IAC 15-13 (Rule 13); and,

WHEREAS, the Storm Water Phase II Rule 13 extends coverage of the NPDES storm water program to all Small MS4s, requiring the implementation of a six (6) element program (minimum control measures); and,

WHEREAS, each MS4 entity is responsible for implementation of all six MCMs in their own jurisdiction; and,

WHEREAS, IDEM encourages regulated communities and entities to coordinate their MS4 activities; and,

WHEREAS, some aspects of MCM (1) Public Education/Outreach and (2) Public Participation/Involvement can best be implemented on a regional basis; and,

WHEREAS, the Northwestern Indiana Regional Planning Commission has developed a regional program to satisfy regional aspects of the requirements placed on area MS4 entities for Public Education/Outreach and/or Public Participation/Involvement; and,

WHEREAS, the MS4 entities participating in this regional public education and participation program will be able to identify this regional cooperative agreement in their Notice of Intent filed with the Indiana Department of Environmental Management (IDEM) and in their required permit reports to IDEM; and,

WHEREAS, this regional program will be cost effective for all MS4 entities while fulfilling permit requirements; and,

WHEREAS, the **Town of Munster** is a Small MS4 entity in northwest Indiana required to comply with Rule 13;

NOW THEREFORE BE IT RESOLVED THAT THE PARTIES SIGNATORY HERETO DO HEREBY AGREE AS FOLLOWS:

1. The Northwestern Indiana Regional Planning Commission (NIRPC) will be responsible for the services, activities and deliverables outlined pertaining to Public Education and Outreach (*and Public Involvement if selected*) in the Scope of Work as set forth in this Agreement. (#3)
2. NIRPC will be responsible for providing **Town of Munster** with documentation of services provided within one month of time of service for purposes of inclusion in their individual permit reports as required by IDEM.
3. The **Town of Munster** agrees to participate in the regional program and agrees to pay NIRPC a program fee of **\$ 4996.00**.
 - Three thousand dollars (\$3,000) for regional media and advertising program:
 - Eight hundred seventy dollars (\$870) for three (3) annual training workshops on MCM 3, MCM 4, MCM 5, and MCM 6:
 - Fifty Two (\$52) for regional program website hosting and service
 - Three Hundred Twenty Six (\$326) for Hoosier Riverwatch Workshops
 - Five Hundred Forty Seven (\$548) for Coordinating Volunteer Monitoring Network
 - Two Hundred Dollar (\$200.00) administrative fee
4. The annual program will begin in January of each year. Annual fees will be invoiced in January each year, based on base fee program selected and are due to the Commission 90 days from date of invoice. The administrative fee will be waived for payments received within the 90 day payment period for cost savings of \$200.00.
5. NIRPC may use funds received through this Agreement to match federal, state, local, or non-profit grant funds available for use for the MS4 program objectives as provided for in Attachment A to this Agreement.
6. Either party may during the fourth quarter of each year provide the other party with written notice of its intent to withdraw from the Agreement.

NIRPC Contact:

Ms Kathy Luther, Director
Environmental Programs
6100 Southport Road
Portage, IN 46368
(219) 763-6060
kluther@nirpc.org

Town of Munster Contact:

James Mandon
Town Hall – Building Department
1005 Ridge Rd.
Munster, IN 46321
Ph. (219) 836-6995
jmandon@munster.org

IT IS FURTHER UNDERSTOOD that this agreement becomes effective when both parties are signatory hereto.

This AGREEMENT, made and entered into as of the _____ day of _____, 2014.

Northwestern Indiana Regional Planning Commission

Ty Warner, Executive Director

Attest:

Angie Hayes, Director of Finance and Administration

Community Elected Official



**NORTHWESTERN INDIANA
REGIONAL PLANNING COMMISSION**
Together We Make The Difference
6100 Southport Road Portage, Indiana 46368

fax messages (219) 763-6060
(219) 762-1653

on the Internet www.nirpc.org
Email messages nirpc@nirpc.org

INVOICE

TO: <u>TOWN OF MUNSTER</u>	DATE: <u>1/17/2014</u>
FOR: <u>NWI PARTNERSHIP FOR CLEAN WATER PROJECT 2014</u>	BILLING CODE: <u>1214-0000-4410.0</u>
DESCRIPTION	AMOUNT
2014 ~ NWI Partnership for Clean Water Education/Outreach and Public Involvement/Participation Strategy - Program Fees	
❖Regional Media and Advertising Program	3,000.00
❖3 annual training workshops on MCMs 3, 4, 5, and 6	870.00
❖Regional Program website hosting and service	52.00
❖Regional Hoosier Riverwatch Volunteer Training Program	326.00
❖Coordinating Volunteer Monitoring Network	548.00
❖Administration Fee	200.00
TOTAL DUE:	\$ 4,996.00

PLEASE PAY:

Payment amount if paid by 4/17/2014 \$ 4,796.00

Payment amount after 4/17/2014 \$ 4,996.00