

REQUEST FOR BOARD ACTION

**HENDERSON COUNTY
BOARD OF COMMISSIONERS**

MEETING DATE: May 5, 2008

SUBJECT: Soil Erosion and Sedimentation Control Update

ATTACHMENTS: Yes

1. Memorandum
2. PowerPoint Presentation

SUMMARY OF REQUEST:

Natalie Berry, Erosion Control Division Chief, will provide the Board with an update on the status of the Soil Erosion and Sedimentation Control Division.

BOARD ACTION REQUESTED:

No Board action is requested. This item is for informational purposes only.

Suggested Motion:

No motion suggested.

MEMORANDUM

Date: May 5, 2008

Re: Soil Erosion and Sedimentation control update

The Henderson County Soil Erosion and Sedimentation Division has been operational for six months now. I would like to present you with a brief update on where we are now and where we are heading.

First, we hired two employees to fill the technician and permit specialist positions. The gentlemen who accepted the technician job had an extensive background in the environmental field. He has two bachelor's degrees from Southern Illinois University. A Bachelor's of Arts in Environmental Planning and a Bachelor's of Science in Forest Resource Management. He has done an outstanding job his first six months of service and I feel he is an asset to our division. The lady we hired for the permit specialist position had a very good background in customer service. Before coming here she was employed with the City of Palm Bay in Florida in the public works department. She has also done an outstanding job her first six months of service and I feel she is also an asset to our division.

Two vehicles have been purchased from the local Ford dealer. MacEasler Ford provided the lowest quote for the type vehicles we required.

We purchased a previously used large format scanner from a local architecture business. Our plans are to scan all soil erosion and sedimentation control plans into the system and have them stored on the network drives. The network drives are backed up nightly so the information will be safe. The drawings can then be printed on the scanner/plotter if a hard copy is required.

We have installed a fax machine so that we can communicate with designers and customers. Also, we acquired a previously used copy machine which helped keep down the start up cost.

We received our first reimbursement request from the Department of Environment and Natural Resources for \$20,072.66. Our next reimbursement request will be the week of May 12th for the remaining \$13,712.14. This total of \$33,784.80 accounts for what was outlined in the contract.

We have processed over 30 large scale plans for a total of approximately 288 acres of land disturbance. This resulted in permit fees of \$116,000.00. The 2007 - 2008 budget estimated the revenue at \$159,795, so we appear to be on track. The smaller scale plans (sketch) have reached 500 for this six month period. We have also responded to over 167 complaints and have resolved approximately 90 of those. We are still working toward compliance on the remainder.

Status Report for BOC on May 5th 2008

Engineering and Facility Services

Erosion Control Division

Natalie J. Berry, CPESC, CFM, CPSWQ

Employees:

Technician:

Tim R. Fox –

has environmental experience from previous jobs at the Carl Sandburg Home and Mecklenburg County NC.

BA in Environmental Planning

BS in Forest Resource Management

Karen Smith Keeler – has customer service experience with a previous government job. Worked for City of Palm Bay Florida in the public works department.

Vehicles

- We have purchased two new vehicles.
 - 2008 Ford Escape XLT 4WD for **\$17,212.30**.
 - 2008 Ford Ranger 4X4 XLT for **\$15,013.95**.
 - Vehicles were bought in Henderson County at Mac Easler Ford. The prices listed above beat the N.C. State website by at least **\$500.00** per vehicle.





Easily Identifiable vehicles

Technology

- Large Format Scanner
 - purchased a large format scanner.
 - We are able to scan the approved drawings on the plotter and save to a network drive for safe keeping. The network drives are backed up nightly. If we keep all files electronically we will not have space constraints for retaining paper copies. The scanner also prints and makes copies.
- Copier and Fax Machine
 - Purchased a fax machine. I also took over the contract on the copier that another department replaced with a newer model to keep cost at a minimum.

Grant Contract L08004

- We have submitted a reimbursement for the Grant contract L08004 monies.
 - First submittal was for **\$20,072.66**. The money arrive on 4/4/2008. The remainder will be requested on May 15, 2008. The balance of that reimbursement will be **\$13,712.14** for a total of **\$33,784.80**.

Status Summary

- The erosion control division has been in operation for **six** months.

- processed **30** erosion and sedimentation control plans.

Note: Land disturbance ≥ 1 acre.

- Amount of land disturbance?

- **288 acres**

- Amount of permit fees for the reviews?

- **\$116,000.00**

- **Note:**

- **Budget Revenue 2007-2008 = \$159,795.00**

- processed approximately **500** sketch plans.

Note: Land disturbances < 1 acre.

- processed **167** complaints, out of which **90** have been resolved.

Status Summary

- Complaints being resolved within **30** business days.
 - One-half of the complaints are being resolved in less than 30 business days.
- Large Scale Plan reviews are going well. (> 1 acre)
 - I initially set the goal for review of plans to be **15 days or less**. The average being around **8 to 10 days**.
 - **81%** of the submittals have met the 15 day turnaround.
 - DENR's estimated turnaround was around 30 days per submittal.

Status Summary

- Inspectors involvement in soil erosion program.
 - We have been integrating the inspectors into identifying erosion control issues on building sites. I have been spending time with individual inspectors training them on what to look for and how to correct the violations. We have also spoke with contractors on sites and explained that when the inspectors request repairs to please correct them as soon as possible.
 - We are also getting ready to implement a program this week where we assign an inspector to the erosion control division for 1 to 2 weeks to assist with the workload as well as cross training so that when we need assistance we have a pool of trained employees available to us.

Goals for Next update

- Plan reviews for large scale plans
 - Striving for 100% reviews being done under 15 days.
- Complaints being resolved within 30 business days.
 - Striving for 85% complaints being resolved in less than 30 business days. Currently 50%.

Contact Information

**Engineering
and**

Facility Services

Erosion Control Division

240 Second Avenue East

Hendersonville, NC 28791

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Questions???