

Location: Farm & Home Center Training Room

Voting Members Present: DeeDee McGuire, Mark Gutshall, Jeanne Sonntag, Marylou Barton, John Bingham, Jay Snyder

Non-Voting Members Present: Matt Kofroth, Angie Sowers, Dave Wauls-LMA, Kathleen Schreiber

Guests: Brady Russell- (Clean Water Action)

Introductions- Clean Water Action- Brady Russell presented information on Clean Water Action (CWA). CWA is a nationwide clean water association, but it really functions as distinct state-wide organizations. CWA has offices in Pennsylvania in Pittsburg, Philadelphia, Harrisburg, and Bethlehem. CWA is funded by a group of foundations. CWA has more members than any other environmental group in the state, but receives a small portion of its funding from members. CWA has been in existence since the 1980s in PA. CWA helped start the 'Campaign for Clean Water' about 10 years ago. CWA specializes in policy change; the organization does not have scientists and does not do restoration projects.

- recent significant accomplishment- passage of riparian buffer legislation passed
- major current focus- recognition of community concerns with costs of meeting regulations
 - CWA thinks there are political solutions to some of the cost concerns and are interested in helping if community is serious about moving forward when costs are the primary impediment.
 - John Bingham provided CWA an introduction to CWC
- John Bingham asked if there are any clear areas where CWC and CWA should collaborate
 - CWA response- if CWC moves forward with actions for the county to contribute to
 - the TMDL than CWA wants to support/contribute
- Brady Russell identified two big opportunities that are currently a focus of CWA
 - 1) PA and EPA area at odds over definition of MS4s- currently PADEP limits MS4s only to WWTP, but in other places (Philly, for example) other green strategies can be used to lower costs. CWA is interested in trying to change PA's stance. PA only thinks that municipality is responsible for rain that falls on pervious surfaces/streets and PA general permit only regulates stormwater system not the entire municipality. CWA will provide letter that explains this issue. CWA has support of Chesapeake Bay Foundation (CBF) on this issue.
 - 2) Addressing resource limitations for meeting new regulations
In the past, federal/state used to provide more resources. There is a recognition that typically upstream municipalities don't want to take action, but downstream municipalities do. CWA would like to work with municipalities in an effort to demonstrate that some portion of costs should come from 'commonwealth funds' to meet TMDL in an effort to restore some state funding.
- Mark Gutshall asked if CWA is typically in agreement with other policy groups. Brady stated that in PA, environmental policy groups usually agree.

Approval of Minutes- Marylou Barton motioned to approve meeting minutes from August 17 as presented, Jeanne Sonntag second, motion approved.

Committee Reports

Review of Strategic Objective Task Forces: Clean Water Consortium Summit- Mark Gutshall

Mark provided handouts- Organization Action Plan, Stakeholder Summit Meeting, scope developed by Dennis Auker

- group previously decided to move forward with action plan with condition that no one was committed to providing funding
- endorsements have been requested from Lancaster County Conservation District, Lancaster County Planning Commission, and Commissioners
 - letter received from Lancaster County Conservation District
 - Mary Gattis (not present, but provided email) that endorsement from PL Commission should be forthcoming
 - endorsement from commissioners also expected- DeeDee Maguire provided Commissioners the letter from the Conservation District letter as an example
 - John Bingham stated that Mark should ask LIMC for an endorsement letter
- Mark met with Dennis Auker- Mr. Auker provided a scope that Mark Gutshall handed out
 - in Mark's opinion tasks 1 and 2 (\$3k) are main tasks to achieve
 - Mark will use the letters of endorsement along with description of summit, and description of tasks from scope to try to develop funding sources
 - once Mark receives one more letter, he will start to work to find funding (expect this to start next week), then will develop list of potential funding sources- start with BIA, LASA; first goal is to get \$3k to get started
 - Dennis is OK with moving incrementally if all of funding is not available up front
 - Marylou Barton made a motion to use CWC funds of \$1500 to start the work with the expectation that 3 stormwater seminars are planned and each would be expected to bring in \$3k for a total of \$9k in future anticipated funds
 - John Bingham seconded and discussion followed
 - Mark thought that providing the \$1500 would be a big help to get started
 - Jay confirmed that there are sufficient funds within CWC budget to cover the \$1500
 - Jeanne stated that it is important for CWC to provide upfront funding as seed money to show that group is serious and sees the value in the work
 - Marylou stated that Task 1 is focused on getting people together and then could make the pitch for further funding- this would be more efficient process than Mark spending his time going to each potential source individually
 - motion went to vote and passed unanimously
 - Mark asked for confirmation that since funding has been now provided there is authorization to hire the consultant, Dennis Auker
 - in a discussion with Senator Brubaker last week, Mark requested that Senator Brubaker give a keynote speech at the Summit
 - John stated that CWC should also contact Senator Smucker and other representatives, EPA , and DEP--- Dennis will help with list
 - targeting a date in February for Summit

Review of Education and Outreach and Stormwater Seminars- Marylou Barton

- Three fall Stormwater Seminars are all set up
 - #1- 9/20 in F&H large auditorium- Implementation of MS4s throughout the County
 - 1st item on schedule will be municipal round table panel focused on municipal issues/needs
 - Main presentation- 30 Years of Successful Infiltration Projects in Karst Geology- Michele Adams, P.E. LEED AP, Meliora Environmental Design
 - Second presentation- Model Conservation Zoning District and Natural Resource Protection Standards- Justin Evans, Lancaster County Planning Commission
 - 10/18- Stormwater BMPS and Financing

- partner with Penn State Extension- cosponsor
- 3 speakers
 - Dr. Rob Traver- BMP Research- Villanova University
 - Vinnie Cotrone – Green Stormwater Infrastructure- Penn State Cooperative Extension Urban Foresters
 - Harry Campbell- Stormwater Management and TMDLs- how to convert stormwater measurements into CBP measurements- CBF
- 11/8- Sustainable Stormwater Financing
 - Environmental Finance Center- Joanne Throw (from MD)
 - panel- for municipal needs- sustainable stormwater financing
 - MS4 discussions and recent events
- REGISTRATION for Stormwater seminars increased to \$40 to cover travel expenses of speakers
 - education credits being offered
 - announcement sent out through TreeVitalize to a list of 4000 plus other listservs so Marylou expects a large turnout
 - Matt Kofroth requested agendas be provided for 2nd and 3rd workshops
- Other planned events
 - Nov 15- full day MS4 workshop
 - Mark requested that a calendar of future events continue to be included on seminar flyers
 - hoping to get Finance Center to give full day workshop next year
 - Marylou stated that EPA looks positively on getting Finance Center involved because EPA is promoting education
 - John suggested that homeowner education be a focus for next year
 - Matt stated that Conservation District and Matt Royer are working on that in Conowingo and hoping that will provide some lessons learned
 - Jay said that there is some good information out there on EPA websites and elsewhere and he has put links on his borough's website
 - Marylou stated that LandStudies has a backyard management program
 - Trudy suggested (through Marylou) that evening seminars and speakers would be a good addition- maybe homeowners would be good focus for evening seminars

Grant Applications- Marylou Barton

- CBF has stated they would help CWC look for funding with other foundations
 - The effort is focused on trying to get CBF to provide grant money for CWC to work on finding money to fund exec director, etc.

Membership- Trudy (not present)

- John asked that when CWC asks municipalities to join- does CWC want 60 municipalities to join or are we targeting the fund provided by membership fees
 - all seemed to agree that we want 60 municipalities to join
 - will need to have membership fees structured by tax base, pop, budget
 - Jay volunteered to gather this information for Trudy (DeeDee with help)
 - DeeDee stated she can get a hard copy of tax base of municipalities from Assessment Office- will provide data in a spreadsheet to Jay
 - Rose (at the county offices) can provide population and many other statistics
 - group is expecting Trudy to provide proposal for membership fee structure by Sept 21 (next planned meeting) and would even prefer information is provided by email for review prior to the 21st so that it can be discussed at the meeting on the 21st

- John will call Trudy to follow-up

Member email newsletter regarding Consortium

- currently there is no communication to members
- Angie will provide the following communications to members
 1. meeting minutes by email once they are approved and include a calendar in minutes; include note that CWC welcomes members attendance at steering committee meetings
 2. agendas will be emailed with a meeting invite
- Angie requested to be provided member email list- Marylou will provide
- John stated that providing minutes is good for transparency of operations

Other Reports

Filling empty Steering Committee seats

- question of whether a seat can be split- one nominee won't be on foundation board, just steering committee- Don Robinson appoints seats
- Voting Steering Committee members- Mark Johnson, Cory Rathman, Scott Hain
 - Mark Gutshall provided a resume for Mark Johnson; M. Johnson- caveat- he will not be able to make the regular meeting on the 3rd Wed- conflicts with BIA meeting
 - his approval is in process- Don has the lead
 - M. Johnson would sit on Foundation Board (approved by District Conservation Board) as well as Steering committee- fastest way forward may be to have M Johnson first appointed to Steering Committee rather than wait on Found Board Approval
 - Following the discussion Jay confirmed that the approvals are currently scheduled for District Board monthly meeting, but unclear whether meeting will be held due to weather (heavy rains and flooding)

Brecknock Twp meeting with Don postponed- not rescheduled yet

Website- Marylou- Liz Knerr

- Ms. Knerr continues to provide services and will provide an estimate for future efforts

LCATS Dinner- John Bingham

- Kent Gardner and John spoke at LCATS dinner and got message across about CWC and why municipalities should be concerned and want to participate
- at least 100 people in attendance- attendance includes county commissioners and borough representatives
- showed a map of watersheds and provided flyers for seminars
- DeeDee noted there was some interest
- John stated that in future flyers should be placed on each table
- Mark asked if there are any more dinners scheduled
 - supervisors get together twice a year- John will ask for time at the next meeting

Regional Digester letter- John Bingham

- Letter sent Monday of last week
- John mentioned that mortality composting was discussed at this morning's DEP meeting- DEP and EPA are interested in it because burial of bodies provides an additional source of nutrients

Develop By Laws or Operating Procedures

- could use foundations by-laws and just change name- least costly way
 - Marylou asked if by-laws of Foundation cover CWC anyway because CWC is an organization of the Foundation
- need to, in the least, clarify roles/definitions/responsibilities of pres, etc.
 - What is the appropriate mechanism for doing this?
 - DeeDee asked if there is a template anywhere
 - Jeanne suggested that it makes sense to use the existing Foundation definitions as a template
- Dave Wauls confirmed that he will stay involved until CWC is comfortable with the state of the organization
- Angie will provide Foundation by-laws to group for review (Jay? will send Angie an electronic version for distribution)
- CWC will request District's lawyer to review
- John will discuss with Trudy

New Business

Monthly meeting rather than twice a month- John Bingham

- John (and he stated Trudy agrees) thinks that two meetings a month are still needed
 - Jay concurs
 - DeeDee also agreed, but stated she will be very busy the rest of the year and will likely be sending Kent Gardner to some meetings
- Marylou requested that the group set a deadline for switching to one meeting a month
 - group will revisit issue at first Dec meeting
- Dave Wauls stated that the group should be at a point that committees should be stating what they are doing for next year and that discussions at meetings should not be getting into minutia
- Mark concurs with one meeting and that the group is making progress, but asked what the benchmarks are that need to be met so the transition to one meeting a month can be made
 - Mark recognized all the help Dave has given to be able to run the smooth meeting today- on schedule and on time
 - Mark suggested a benchmarks of 1) 3 on time meetings in a row and 2) regular committee meetings/communications

Meeting concluded- Jeanne motioned to end meeting, Marylou seconded, group approved

Action Items

1. CWA will provide letter that explains the MS4 issue.
2. \$1500 of CWC funds are to be provided to Dennis Auker for Task 1 of Summit scope of work
3. Mark Gutshall will provide confirmation to Dennis Auker that he may proceed with Task 1 as outlined in Summit scope of work
4. Jay and DeeDee to provide information to Trudy for development of membership fee structure
5. Trudy to provide proposal for membership fee structure by Sept 21 (next planned meeting) and would even prefer information is provided by email for review prior to the 21st so that it can be discussed at the meeting on the 21st
6. John to call Trudy to discuss development of membership fee structure and development of by-laws including roles and responsibilities of officers
7. Marylou will provide Angie full email membership list for transmittal of meeting minutes, meeting invite, calendar, and agendas

8. Angie will send out approved minutes from August meeting, and meeting invite for Sept 21 to membership along with calendar. Agenda for Sept 21 will be provided when it is prepared.
9. Jay will provide Angie an electronic version of Foundation by-laws for distribution to group

Handouts (all provided by Mark Gutshall)

1. Organization Action Plan
2. Stakeholder Summit Meeting
3. Scope developed by Dennis Auker for Summit

Future Agenda Items

1. Mary Gattis to report on county stormwater retrofit assessment.
2. Decision to switch to one monthly meeting
3. Development of By-Laws and Roles/Responsibilities of Officers
4. Membership Fee Structure

Calendar of Future Events

September 20- Stormwater Seminar #1- Implementation of MS4s throughout the County
September 21- Clean Water Consortium Steering Committee Meeting
October 5- Clean Water Consortium Steering Committee Meeting
October 18- Stormwater Seminar #2- Stormwater BMPs and Financing
October 19- Clean Water Consortium Steering Committee Meeting
November 2- Clean Water Consortium Steering Committee Meeting
November 8- Stormwater Seminar #3- Sustainable Stormwater Financing
November 15- MS4 Workshop
November 16- Clean Water Consortium Steering Committee Meeting
December 2- Chesapeake Conservation Landscaping Council
December 7- Clean Water Consortium Steering Committee Meeting
December 21- Clean Water Consortium Steering Committee Meeting

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February- Clean Water Consortium Summit