

Voting Members Present: John Bingham, DeeDee McGuire, Jay Snyder, Kent Gardner, Marylou Barton, Mike LaSala

Non-Voting Members Present: Michele Deller, Jay Parrish, Mary Gattis, Don McNutt, Don Robinson, Matt Kofroth, Matt Royer, Charlotte Katzenmoyer, Ross Gordon, Ralph Eschborn

Guests/Members: none

Minutes recorded by: Michelle Deller & Jay Snyder

Call to order – Kent Gardner

Approval of minutes from April 4, 2012 – John Bingham and Mark Gutshall – seconded, passed unanimously

Budget – Jay Snyder e-mailed reports w/ numbers, 4/27/12 balance is \$ 19,196.28

TetraTech Proposal Update – Mark Gutshall reported things are moving ahead, he is chairing the project with Marylou Barton as co-chair, LASA, City, and Home Builders on working committee + need scope of work load. Local Project Mgr. will need appointed.

- Requested help with the hours needed to pull the project off
Mary Gattis suggested making a portion of the Steering Committee meeting dedicated time towards this project. General favor towards Mary's idea, extra help still requested, no formal motion was made to alter the Steering Committee meetings.

NFWF Grant – Matt Kofroth reported that a Kick-off Event for Sept. to generate residential buy-in around the Little Conestoga for private on lot Stormwater BMPs sometime in September. Stay tuned. The grant is being managed by three teams: Technical for costs, Municipal, and Residential Implementation

Additional items from Matt:

- Watershed website is updated New & Improved
- Watershed groups are struggling – how can the CWC assist? – point brought up for thought and future Steering Committee discussion

Environmental Finance Center Update – Scott Hain/Cory Ratham not able to attend, Marylou reported on the sponsorship of a NFWF grant application – waiting on the funding

- Kent is talking to municipalities not included in the grant to gain their support

LIMC Update – Mike LaSala

- Construction Inspection Workshop – 35 participants, 4 grant eligible so far – promotions were sent out through the LIMC and the LCWIB
 - Mary G. offered to send out through her contacts
- Representative Pitts MS4 Seminar – took recommendations from the CWC members and will focus seminar on the proposed topics

LID Design Competition – Ross Gordon stated that the committee is working to define the parameters. He passed out an overview sheet for feedback.

- Suggestion to add Transportation under the Professional Challenge categories
- Looking for projects that are real with the potential for implementation after the competition
 - Email Ross with ideas for projects and interest for joining the Competition Committee
- Judging conducted by two groups: Industry Leaders /local experts and Celebrities (to be positively influenced by the knowledge gained – Political officials etc.)

Additional Item – NFWF Grant

Ross spoke with David O’Neal about a NFWF grant for developing a framework through a pilot project where private funding is leveraged to support stormwater projects and is repaid by the savings to the Stormwater Utility.

- Proposed that CWC be the sponsoring entity of the pilot project in the City of Lancaster
 - Charlotte Katzenmoyer – This program would fill the gap for incentivizing property owners to perform stormwater projects
 - Mac – stated this pilot project fits in with the mission of the Foundation
 - Marylou – stated that the CWC has already applied for another NFWF grant promised on behalf of municipalities, unlikely that the same organization would be awarded two NFWF grants, so unless there is some consolidation or assurance from NFWF that there is no conflict, would not support the CWC being the sponsoring organization
 - Ross checking with NFWF for conflicts
- Mac – strong consideration from the Foundation to move forward with projects that further validate and fund the life of the CWC (this project could be a way to fund an Exec. Director for the CWC)
- Kent – Looking for follow-up by Thursday

Motion made by Mike LaSala:

- a) Foundation apply for this NFWF grant (on behalf of the CWC), as long as there is no hindrance to other NFWF grants already applied for
- b) Ross will write the grant
- c) Include a provision for admin. Costs in the grant application
- d) The City of Lancaster will provide matching funds

Seconded by Jay Snyder, all approved (Mark Gutshall abstained because of potential conflict with other grants he is working on)

Fall Educational Seminar Series – Marylou Barton reported on a 3-date series targeted to municipal officials to assist in fitting together the pieces of the water puzzle, dates: Sept. 13, Oct. 11, Nov. 8

- Marylou also working on a Q&A on MS4’s for the end of May/June similar to Berks event

Executive Director – Mark Gutshall expressed a desperate need for an Exec. Dir. and would like the CWC to begin looking for funding opportunities for this position.

- Mike suggested CWC look for an admin. person to assist with the operation of the CWC projects
- Marylou stated that the workloads of committee members and the increased amount of activity of the CWC warrant an Exec. Dir.
- Kent – focusing on the recruitment of membership from municipalities to increase funding and support the position

Letterhead - Kent Gardner collected input from the sample letterhead sent around and will create a template

Next Meeting – June 6th (note July moved to the 5th)

Adjournment

Action Items:

1. Kent to create a template for the letterhead
2. All- Email Ross with ideas for potential projects for the Design Competition and if interested in joining the Competition Committee
3. Ross Gordon to investigate pathforward for another NFWF grant- possibly draft grant application for Foundation to apply for NFWF grant to perform a pilot project where private funding is leveraged to support stormwater projects and is repaid by the savings to the Stormwater Utility
4. Mary Gattis will send out announcement for Construction Inspection Workshop through her contact list

Future Agenda Items:

1. Watershed groups are struggling – how can the CWC assist?

Handouts

1. LID Design Competition overview sheet for feedback

Subsequent follow-up by Ross Gordon via email on May 3, 2012:

I wanted to quickly follow up on the NFWF grant opportunity I presented to the steering committee yesterday. After further discussions with NFWF today, we determined that it would be unlikely for any single entity to receive more than one NFWF grant. In deference to the grant effort already underway with the Environmental Finance Center, we decided it would be best not to submit this grant application under the umbrella of the LCCWC.

After additional discussions, the City of Lancaster has stepped up and has agreed to be the grant applicant for this project. Our plan is to include the LCCWC as a key teaming partner, so the LCCWC would still enjoy many of the benefits we discussed, but by transferring the 'applicant' hat to the City we can avoid the issue of putting the two applications in competition with each other.