

Location: Farm & Home Center - Pennfield Room

Voting Members Present: Mark Gutshall, John Bingham, Mike LaSala, Kent Gardner, Dee Dee McGuire, Marylou Barton, Cory Rathman, Jay Snyder

Non-Voting Steering Committee Members Present: Mary Gattis, Mike Kyle, Don McNutt, Jeanne Sonntag, Matt Kofroth, Kara Kalupson

Guests/Members: Ross Gordon (AECOM), Ralph Eschborn (AECOM), Andy Zemba- (PADEP)

Minutes recorded by: Angie Sowers

Approval of Minutes- DeeDee moved to accept minutes from Steering Committee meeting on June 7, 2012, as presented, Marylou seconded by, motion pass unanimously.

AGENDA ITEMS

Budget- Jay Snyder

- Big expense \$5000 received for NFWF grant- Little Conestoga- paid out through District
- approx. \$1k increase over last year \$20,932.28
- near future expenses- secretary, phone work Mark has done for grants
- fall series publicity – need someone who can get information out to press
 - would like to see avenues investigated for this effort- need to get message out that we are bringing \$ into Lanc. Co.
 - Marylou's past proposal was about \$2500 and is likely supportable at this point
- Kent requested some funds for Letterhead and envelopes
 - Marylou suggested sending Kent's sister a 'Thank You' for providing the letterhead
- Jay requested approval to pay LandStudies \$110.84 bill for phone conferences
 - Jay made a motion to pay bill, John seconded, motion passed unanimously

TetraTech Proposal Update - Mark Gutshall

- HANDOUTS- Mark provided the following handouts from Dennis Auker- 1) monthly project report, and 2) Invitation Letter that will be sent to stakeholders to request their participation in Strategic Planning Committee
- ongoing/next step- identify targeted participants and get commitments from them for Strategic Planning Committee
 - targeted participants should include those on the other end of regulations
- ACTION ITEM- provide Mark comments to the Invitation Letter as soon as possible
- Mary Gattis asked who would make the phone call that is identified in the Invitation Letter to introduce the Strategic Planning Committee/LCCWC to targeted participants
 - Mark replied that this needs to be worked out
- ACTION ITEM- Andy Zemba offered to participate; he will identify a POC from PADEP and suggested that LCCWC send the letter to Kelly Heffner
- Mary Gattis asked how the roster for the Strategic Planning Committee will be vetted
 - Mark stated that first it will go through the working committee and then will be provided to the Steering Committee for a brief review
 - the connections of the Steering Committee may help identify the correct group

Walk-up Grant- Kent Gardner

- Mark hand delivered the walk-up grant to NFWF
 - they were interested but non-committal

- if funded, expects it to be \$10-20k
- hoping for response in the next week
- ACTION ITEM- Mark will provide Brendan's (NFWF) phone number for Kent to make a phone call to communicate support for work
- Kent provided a brief explanation of Walk-up grant
 - last year NFWF went through a multi-year effort to pre-qualify firms to be able to provide technical assistance to communities
 - ACTION ITEM- Mark will provide link to Walk-Up Grant Program to Andy
 - Kent explained that it was his initiative to pursue this and provided background behind the Ethics Commission Letter
 - HANDOUT- Kent provided the June 27 response to Mark's letter from the State Ethics Commission
- Ross asked about annual cap on Walk Up Grant funding
 - Mark said that NFWF was getting a large response for funding they had, but they were non-committal about funding

NFWF Grant Update – Matt Kofroth

- implementation team has met; technical team has met by teleconference
- management team meeting next week
- creating MOU with contractors involved- Brandywine Conservancy, Alliance CB- for funding they are providing and in-kind services
- all aspects are in beginning stages but moving forward

Chesapeake Bay Local Government Capacity Building Initiative/Stormwater Financing- Don McNutt/Cory Rathman/Scott Hain

- Successful initiative for 6 municipalities
- Monica from EFC will be main POC for municipalities
- Will be setting up a meeting to get project started in near future
- Tasks to be completed by effort- Audit of SW costs and a way to develop sustainable financing
 - Kent asked if these 6 municipalities have joined- LCCWC- not all- Mt. Joy, E. Cocalico-y, MT- Y-as part of LIMC, Lititz B- Y, Warwick- no, W. Lamp- yes as part of LIMC
 - also may ask municipalities to apply for NFWF walk up grants for funding to perform public education to communicate results of project- this would satisfy outreach requirements MS4 permit requirements

District Business- Don McNutt

- asked for confirmation that he is to request Foundation approval for Walk Up Grant at District meeting on July 24
 - group said that that Grant does not require a 501c (3) sponsor so Foundation approval is not needed
- Don requested a copy of EFC grant from NFWF that was received; there were enough Foundation members present at a previous meeting that voted to provide approval to apply for this grant
 - Cory stated that the EFC grant is going directly to EFC
- Don stated that you just want to make sure we don't make Foundation Board feel unneeded; need to keep them abreast of ongoing work and grants
- Don asked for a complete list of grants that have been received, submitted, pending, awarded, with accurate names
 - ACTION ITEM- Angie to compile list of grants, Marylou to provide information for current projects
 - Capacity Grant was discussed and that Foundation is awardee and what were responsibilities of Foundation as opposed to EFC and Consortium

- ACTION ITEM- Don will send Cory questions he has for Joann at EFC
- Mary requested Matt provide a template to Angie to track grant funding

Illicit Discharge Seminar- Marylou Barton

-idea for a seminar on illicit discharges to highlight their significance- EPA is going to look at these more closely

- Mike is attending a conference tomorrow and will report back to group on this topic
- expect municipalities will be interested
- Mary said Lanc Co PI is also looking to do a Stormwater Seminar with Tom Schuler of Chesapeake Network in October
 - illicit discharge detection topic could be packaged with this as a series
 - Kent stated that scheduling may not be best for October because of overload/conflict with LCCWC Education Seminars
 - Mary said there is an element to the county water resources plan that has to be released publicly and typically do a workshop with this so they will have to do a separate event and will be mindful to not interfere with set seminar series
 - Kent asked for an update on schedule of Water Resources Plan

Lancaster County Integrated Water Resources Plan- Mary Gattis

-HANDOUT- Briefing slides- Blueprints: An Integrated Water Resources Plan for Lancaster County
-county is required by law under Municipal Plan Code Act 247 to ensure reliable supply of water and Act 167 to do Stormwater Management plan- Integrated Water Resources Plan meets both these obligations

-still don't have source water plans for all suppliers in county, but they are underway

-strategic plan, different from all past plans, <80 pgs, focused on 3 strategies-

1. Collaborate- need change mindset and institutionalize water resource management concepts into all aspects- has identified LCCWC as a key partner in making idea of 'countywide water resources council' become reality,
2. Accelerate implementation of existing plans, and
3. Improve planning and design.

-each strategy has actions identified with them

-organization- Introduction, Summary of Water Resources, Strategic Plan, Roles and Responsibilities, Summary of Existing Plans, Tools and Resources (incl. data and map), and Appendices

-primary components of water resource system and green infrastructure, tree canopy

-some very good analysis by DCNR and County GIS on potential to increase tree canopy, grey infrastructure,

-not intended to be a thesis on water resources, but rather to provide essential info needed to understand Blueprint; a water resources atlas will follow

-Andy Z. stated that PADEP has provided funding to York Co. to develop IWRP and as part of that should be interacting with other counties- Mary said that yes she has talked with York reps extensively, but Lanc IWRP is going a different direction and that York Co. plan is a great example of another way to do IWRP

-overarching goal- protect, conserve and restore surface and groundwater resources for human and non-human uses; linking green infrastructure and smart growth principals

-Mary discussed that a lot of people were involved with developing this plan and put a lot of hard work into it- thanked Mike Kyle and Jay Snyder

-Mary discussed role County envisions for LCCWC- plan identifies LCCWC as a lead to two items under the 'Collaborate' strategy- 1. Establish county-wide resources council to be a forum for dialog (the planning committee that developed the plan identified that no entity exists to meet this need), 2. To be a

lead to establish a peer network for engineers to help reviewers, designers, developers become comfortable with different ways to do SW management

-Mary is frustrated with not being able to effectively engage LCCWC

-Jay identified that LCCWC have been asking for leadership from County and this IWRP is a strategic shift in thinking and LCCWC needs to determine if 1. Plan fits in with mission, 2. Whether it is a good plan, and 3. Whether LCCWC supports it

-ACTION ITEM- Kent asked for volunteers to closely review IWRP- Mike LaSala, John Bingham

-Mark stated that LCCWC and the District is needed to be involved to collaborate and coordinate- could become part of LCCWC's mission

-Kent discussed that he has problem with developing another council- what is needed is to condense to bring current efforts together- doesn't personally support another council

-Mary asked if function and purpose of LCCWC is to oversee implementation of IWRP

-Kent stated that Co developed the plan but all liability falls to municipalities

-DeeDee asked who made decision that a group doesn't exist to do this? Mary stated that it was presented to the advisory board from the County and they agreed- many in room participated at some level (Ron Beam- Rettew, Mike Kyle- LASA, Don McNutt/Matt K- LCCD, Heather V-Chamber, Mark Johnson- Lancaster Building Institute- Building Institute Association, Charlotte Katzenmoyer- Lancaster City, Steve Sylvester- F&M, Jay- Ephrata Borough)

-Mike clarified that group didn't state that a new group was necessary, but if an existing group can do it, they would need to confirm that they could take this on- be a forum for dialog

-IWRP- identifies leads for each action

-Mary highlighted that there is a huge gap in implementation in County- projects don't get done b/c no one can take responsibility for implementation

-5 Objectives- 1. capturing future growth within 16% of the land- presently designated for growth (85,000 people)- really need to start doing things differently if going to achieve this, and need to develop processes that are affordable and achievable

-County is open to other ideas for how to implement IWRP

-Schedule provided on handout- submittal to LCPC on 7/16; public comment period is 7/23-9/10, public meeting- 9/10; to commissioners and public hearing on 9/19 if no substantive comments; if substantive comments then it will be released again for public hearing

-plan has been under development for 4 years

-Jay- plan encourages a change in thinking from 'get the water away' to 'how can we use this resource'

-Ralph suggested that Mary make a table that compares mission of LCCWC and strategies/actions of IWRP to help communicate relationship of LCCWC and IWRP

-Kent said that this is a good idea; municipalities will have a lot of questions and he wants to have answers to provide to them

-Don M- what he is hearing is 'Who will be the champion?'; Consortium is sometimes hampered by being under the Foundation and this could be a vehicle for birthing the LCCWC into its own organization; this may help LCCWC to define what this would look for; tipping pt would be what it takes for municipalities to say they are interested

-Mary- strategy does not tell you what/where to take action, but gives 14 ways to do it; provides direction; but must have someone championing water resource protection

-Summit idea and TetraTech project could feed into 'collaborate' topic

-how do we get people to work together and be aware of resources available to them

- Mary does not envision this as a group that meets monthly
- Mary wants a decision from LCCWC as to whether they can keep LCCWC identified as a potential lead in 2 collaboration strategies- 1. Establish countywide water resources council as member of discussion and 2. Establish a peer network (one of entities to house network)
 - as long as IWRP identifies LCCWC as the 'potential' group Steering Committee does not have a problem with this
- John B identified that tasks outlined in IWRP state for LCCWC to nurture relationship with IWRP so he doesn't understand disconnect
- John made a motion that LCCWC participates in IWRP in ways that are consistent with our mission; Jay seconded; motion passed unanimously
- Mary will provide draft on July 16

LIMC Update- Mike LaSala

- construction workshop- letter sent to PADEP regarding permitting process- E&S control plans
- ~50 people attended workshop
- another workshop planned
- BMP manual approved, will be copyrighted, sent for printing next week
 - EPA comments incorporated
 - will help municipalities get full ??? compliance
 - already interest from outside municipalities to buy hard copy, but will be on website for downloading
- BMP demonstration- step pool conveyance-
 - County also hopes to do training of construction inspection
 - will cover outreach/education component of municipalities's MS4 permits
 - Mike is working on a sign to show major partners for demonstration
 - this is one of 40 projects identified across county for implementation in retrofit study

New Business

-Kent attended Pequea Creek Watershed Association

- Kara discussed a project they (Pequea Creek Watershed Assoc) are doing- Aug 14- streambank renovation- home owner is going to a meal, with Fish and Boat Comm, open to volunteers
- Pequea Creek partnered with Solanco FAA, donation of equipment from Township
- last year did a fund raiser at Village Green- raised over \$1000, awards from local businesses- money goes toward projects-
- ACTION ITEM- Angie will post this year's fundraiser date to LCCWC website- October 6 from 9-12- Kara will provide any additional information to Angie

Andy Zemba- PADEP Update

- Exec Council for CBP met on Monday in VA
- Sec Krancer attended
- HANDOUTS (2)- progress toward meeting 2 year milestones in 2011 and PA WIP II Planning Targets
 - EPA did approve WIP II on May 30
 - many requested PADEP - to provide county targets- draft numbers provided
- Mary mentioned analysis the County has done on tree canopy potential - she asked if results of that number could be provided to PADEP for consideration- this would affect other numbers so how will PADEP deal with submission of revisions
 - John discussed that buffer width varies by site- some sites conducive to buffer width for floodplain restoration and others for forest- Andy stated that draft numbers don't go into this much detail

- Ross identified that TMDL development of numbers is an iterative process and the first numbers are never correct
- submission of XXX needed in October timeframe so that PADEP can do internal data processing; input that cannot be provided by that time frame could be caught up on later

Ross Gordon

- next meeting of LID design committee- either 23, 25, or 26 of July- 2 hour hands-on workshop- at Farm and Home Center
- ACTION- let Ross know if you want to participate
- Mary has a new person at Lanc Co PI commission that she may have participate

Meeting adjourned 5:15

Action Items

1. provide Mark comments to the Invitation Letter as soon as possible
2. Andy Zemba will identify a POC from PADEP for participation in Strategic Planning Committee
3. Mark will provide Brendan's (NFWF) phone number for Kent to make a phone call to communicate support for work
4. Mark will provide link to Walk-Up Grant Program to Andy
5. Angie to compile list of grants, Marylou to provide information for current projects
6. Don will send Cory questions he has for Joann at EFC
7. Anyone interested- closely review IWRP- Mike LaSala, John Bingham volunteered

Handouts

1. Mark provided the following handouts from Dennis Auker specific to Tetra Tech work- 1) monthly project report, and 2) Invitation Letter that will be sent to stakeholders to request their participation in Strategic Planning Committee
2. Kent provided the June 27 response to Mark's letter from the State Ethics Commission
3. Mary provided briefing slides- Blueprints: An Integrated Water Resources Plan for Lancaster County
4. Angie will post this year's fundraiser date for Pequea Creek Watershed Association to LCCWC website- October 6 from 9-12- Kara will provide any additional information to Angie
5. Andy Zemba provided 2- 1. progress toward meeting 2 year milestones in 2011 and 2. PA WIP II Planning Targets
6. Let Ross know if you are interested in participating in LID Design Competition sub-committee and if so which of the proposed dates you are available

Calendar of Future Events

2012

August 1- LCCWC Steering Committee, 3-5 pm, Farm and Home Center
September 5- LCCWC Steering Committee, 3-5 pm, Farm and Home Center
October 3- LCCWC Steering Committee, 3-5 pm, Farm and Home Center
November 7- LCCWC Steering Committee, 3-5 pm, Farm and Home Center
December 5- LCCWC Steering Committee, 3-5 pm, Farm and Home Center