

Location: Farm & Home Center

Voting Members Present: Trudy Johnston, Jay Snyder, Kent Gardner, Dee Dee McGuire, John Bingham, Cory Rathman, Mark Gutshall (2nd half of meeting)

Non-Voting Steering Committee Members Present: Matt Kofroth, Andy Zemba, Don Robinson, Jeanne Sonntag, Mark Johnson, Matt Royer, Kara Kalupson

Guests/Members: Andy Wishart (member, URS)

Approval of Minutes- Two corrections were made to minutes. John Bingham moved to accept minutes from Steering Committee meeting on, August 1 2012. Dee Dee seconded. Motion passed unanimously.

Minutes recorded by: Angie Sowers

AGENDA ITEMS

Budget- Jay Snyder

- \$2400 ahead on income with additional memberships, but everything else on track
- John made motion to accept, Dee Dee seconded. Motion passed unanimously

- Kent raised issue of compensating Mark and his staff at LandStudies for all the effort they are putting towards Strategic Action Plan- walk up grant was not received- Mark was not present for this portion of meeting
 - Trudy suggested that LCCWC request a scope from Mark for the work they have done
 - Don Robinson thought this was a good idea and would provide the paper work to continue to document that there is no ‘conflict of issue’
 - Trudy commented that we need to carefully proceed here because we are setting precedence about compensating members for the efforts they make towards LCCWC, but recognizes that Mark has put in an incredible amount of time towards this effort and the effort is critical to LCCWC and the County
 - Kent wants to ensure that members don’t burn out
 - *ACTION ITEM:* Kent will request a proposal/scope for the work LandStudies is putting towards the Strategic Action Plan

- Coffee break at seminars- seminars are free of charge, but Kent has an estimate from the Farm and Home Center caterer for \$600 to provide a light coffee break
 - Jay stated that the Farm and Home Center is locked into one caterer, but LCCWC can bring in their own refreshments- Kent will purchase coffee, paper goods, and basic refreshments
 - Angie provided an update that 4 people are registered for each of the three seminars- group though does think more will register just before seminars
 - *ACTION ITEM:* Angie will provide final registration numbers the day prior to each seminar

Website and email renewal- Angie Sowers

- Website/email will expire on Oct 2
- Angie provided costs and options for renewal- 1 yr, 2 yr, and 3 yr options; cost savings is minimal from multi-year registration
 - 1 year renewal is \$139.50 for hosting and the domain name is free (if renew both).
 - 2 year renewal is \$269.99 for hosting and the same for the domain name.
 - 3 year renewal is \$369.60 for hosting and the same for the domain name.
- Kent made a motion to renew for 1 year, Jay seconded. Motion passed unanimously.

- *ACTION ITEM*: Angie will request that Liz Knerr renew the registration for 1 yr and provide an invoice to LCCWC for the charge

Municipal Stormwater Financing Initiative- Cory Rathman

- Aug 13- Kick-off meeting at MT municipal building; all 6 municipalities present; all on board; LIMC also present
- EFC drafted a scope of work that they need to have reviewed and approved by NFWF- has already been reviewed by Cory, Scott, and Marylou and found acceptable
- EFT has scheduled one on one meetings with 5 of 6 municipalities
 - Working with county to acquire GIS data for municipalities
 - Meeting with LIMC Sept 14 to discuss public education/outreach component
- Dee Dee- as a participating municipality- it is very data intensive, working to provide them what they need; group is well organized, friendly, knows what they are doing

Annual Lancaster/Lebanon County Watershed Forum- Matt Kofroth

- Oct 27 at Acorn Farms Conference Center (just off 283); 9am-noon; breakfast and registration at 8:30
- Speakers- Mike LaSala (LIMC) and Lamont Garber (CBF)
- 10th annual event so there will be some discussion of what has been accomplished in last 10 years
- Working to have waterman to be keynote speaker
- Matt requested to add the LCCWC logo to Save the Date card and flyer
 - *ACTION ITEM*: Kent and Angie work to get a logo image to Matt

Little Conestoga NFWF Grant- Matt Kofroth

- Working teams have all met- municipal, implementation, and technical
- All progressing smoothly
- Management team would like to have an MOU from all contractors involved- LCCWC technically not a contractor, but still should have an MOU- Matt has drafted a version
 - *ACTION ITEM*: Matt will provide a draft MOU to Angie for distribution to SC with goal of approving by next meeting
- Kick-off meeting scheduled for Oct 16 at Conestoga Country Club- they are very proud of Little Conestoga stream bank restoration project- has been very successful
 - waiving meeting room fee- offering \$45 reduced fee for golf for participants that day
 - Breakfast at 7:30, tour of projects, then discussion
- Bill Rylak- Open Space, but working as contractor with Wm Penn Foundation- definitely looking to put some money into Lanc County- will have a package in near future for eligible organizations
 - Marylou stated that this is a great opportunity for watersheds

Lower Susquehanna Initiative- Matt Royer

- New grant being developed- Greening the Susquehanna- Lanc, Dauphin, and Lebanon Counties- 4 projects
 1. Grant will fund a buffer maintenance program piloted through Conewago project- use NFWF \$ to hire contractors to do buffer maintenance newly restored under CREP- would build upon CREP cost-share
 2. Re-greening existing communities- look to work with 6 communities within 3 counties- work with community leaders with Penn State extension at lead- to facilitate and communicate green infrastructure approaches; then work with communities through LandStudies to develop Green Master Plans- hopefully have some very nice showcase projects that could lead to even more future work

3. Volunteer Conservation Corps- developing with CBF- plant trees on riparian buffer projects, tree seedling rescue- dig out and pot native tree seedlings that would be lost due to development- have local nursery care for trees until needed for local projects
 4. Develop Stewardship Walks program- partner with local landowners to develop a protocol on documenting successful changes to their property
- Grant would be 2 years of funding for a total of \$700k
 - Center for Green Infrastructure and Stormwater Management- Current project through STAR of CBP- Science to Achieve Results- Dept of landscape architecture, business, engineering all involved- goal is to identify barriers at state level to implementing green approaches to storm water management and present ideas to overcome barriers
 - 3 county focus again
 - Currently conducting interviews- DEP, County Conservation of Dauphin; a day in Lancaster is upcoming
 - Grant update- NFWF- Lanc County/AECOM has received a \$500k grant to work with private industry to implement green infrastructure approaches
 - There is some type of benefit for participants if storm water fee is eventually established
 - *ACTION ITEM*: Marylou will provide information to Angie to update grant database.

Educational Seminars Update- Marylou Barton

- No fees because non-profits that are participating did not want fees charged, so expect that since no fee, people are not registered, but will show
- There has been a request to video and post to our website
 - *ACTION ITEM*: Marylou is going to call Channel 66 (local events channel) to see if they can video; Kent also suggested Hempfield HS AV group
 - Andy Zemba will contact PADEP media group to see if they have a contact with PCN for seminars 2 and 3
- Marylou suggested that although successful, LCCWC may want to suspend seminars next year
 - Trudy stated that Tech Comm is still planning a spring seminar
 - Cory was hesitant to say that we may not want to definitely write it off because there may be a big opportunity to provide credits to engineers next year (raise funds) and also municipalities will be under MS4s so there may be additional opportunities to do something associated with MS4 effort
 - Group agreed to not give up on seminars completely, but see what develops that may be good content for workshops/seminars
 - Mark reminded group of 2 initiatives LCCWC decided to focus on for 2012- education and strategic plan
 - Suggested group should identify 2013 initiatives- Future agenda item- focus for Nov or Dec meeting
- Marylee Souder has provided media groups with seminar information
 - Kent will provide announcement to PA COG
 - *ACTION ITEM*: Angie will submit the schedule to the Bay Brief to request that it be posted on its Calendar

Tetra Tech Update- Mark Gutshall

- Near completion of Phase 1 from Scope of Work- tasks 1A through 1B
 - Task 1A- establish roles and responsibilities- LCCWC, LCPC, LIMC, LCCD
 - Task 1B- categorize all existing clean water initiatives- about 50- TetraTech is reviewing current efforts and what they have accomplished

- Sept 4- first meeting- 3.5 hr meeting- Mark reviewed 8 or 9 major discussion points that stakeholders made
 - Short schedule for participants to review and provide substantive comments
 - Desire for specification of strategies that are suitable for each municipality
 - Highly complicated process
 - Planning team would like a better understanding of Ches Bay Model
 - Mark is working with TetraTech to provide any information that is requested- possibly through webinar
 - Trudy asked if others could participate- Mark doesn't see why not, but he can not facilitate questions from outside of planning team
 - Action items for planning team- get Chamber of Commerce involved, also an ag production rep that has been involved with trading
 - Group wants commissioners involved. Where are commissioners? Why not involved?- Terri Kauffman offered to invite commissioners- Mark asked group how LCCWC would like to facilitate this
 - Earlier meeting determined that LCPC was designated to speak for commissioners- this is parallel to BluePrints
 - *ACTION ITEM*: Dee Dee (previously designated as LCCWC POC with commissioners) offered to work with Terri Kauffman to resolve this- noted that James Cowhey is dept head of LCPC and he works directly for commissioners, and she has been communicating with Mr. Cowhey and Mary Gattis-Shell
 - Involvement requested is for commissioners to be present at future meetings
 - Members want to see pollutant reduction numbers for potential strategies
- Mark requested a one-pager to communicate LCCWC accomplishments and funding that is coming into County because of LCCWC- directed at commissioners- could also highlight PADEP (Zemba) involvement

LIMC Update- Mike LaSala- Mike was absent

New Business/Updates

Matt Kofroth

- Suggested that there are 3 great projects going on right now- Curtis Run on Landis Homes (legacy sediment removal)- privately funded; Mill Creek (bank stabilization); ??? (fish habitat improvement)- Matt suggested that these would be great sites for anyone to visit to get an idea of the wonderful work going on in the county
 - Matt Royer also identified the Conewago on Old Hershey Run- 319 funded

Kara Kalupson

- Marylou made a motion to sponsor a hole at \$100 for the Pequea Creek Watershed Assoc Mini-Golf Outing. Trudy seconded. Motion passed unanimously. *ACTION ITEM*: Jay provide sponsorship money.
 - funds raised will go towards tree plantings- goal is to plant at least 100 trees/year- money goes towards buying tubes and other supplies; leveraging funds from TreeVitality; trees now going on municipal land, but would like to work more on private property; mainly works with Fish and Boat, but they can only commit one day a year
- sold 40 of 92 tickets

- have a few sponsors lined up
- Kent is going to provide a LCCWC t-shirt

Matt Royer- Project Inventory Tool

- discussed an initiative he is working on that would provide a web tool to allow partners to submit projects and have them located on a map
 - template started with SRBC, but now Matt is working with Chesapeake Commons
 - ultimately would like to enable partners to do targeted searches for projects within a certain type or area
 - users can draw a polygon where project is and it gets digitized into a location on map
- currently needs a little more funding to complete development
- Angie suggested that if this were taken a step further to be a tracking tool for completed projects this could be used to track progress of Strategic Action Plan and that might help generate funding
 - Marylou suggested that it could be used to show location of all 319 projects
- Matt is currently focused on developing the tool rather than compiling data
- Kent suggested that when LIMC outfall database is complete, we could use Millersville students to compile a database of projects
 - Matt is working with Dr. Kelly at MU to make his database for tracking project compatible with LIMC--maybe worthwhile to run the project inventory tool (Chesapeake Commons) by Dr. Kelly to make sure it is compatible with products MU is developing
- tomorrow is a webinar (and every other Thursday) to discuss migration of Chesapeake Commons from current program to ArcGIS
 - ACTION ITEM*: Matt will provide email announcement to Angie who will distribute to SC

T-shirts

- printed for \$8, selling for \$12; if sell all will make profit of \$32
- available to sell at any functions
- will provide screen print to LCCWC for future use

Meeting adjourned at 4:50

HANDOUTS- none

ACTION ITEMS

1. Kent will request a proposal/scope for the work LandStudies is putting towards the Strategic Action Plan
2. Angie will provide final registration numbers the day prior to each seminar
3. Angie will request that Liz Knerr renew the registration for 1 yr and provide an invoice to LCCWC for the charge
4. Kent and Angie work to get a logo image to Matt for use with Lanc/Leb Watershed Forum materials
5. Matt K will provide a draft MOU for Little Conestoga NFWF grant project to Angie for distribution to SC with goal of approving by next meeting
6. Marylou will provide information to Angie on newly received NFWF grant so that Angie can update grant database.
7. Coordination of video taping seminars: Marylou is going to call Channel 66 (local events channel) to see if they can video. Andy Zemba will contact PADEP media group to see if they have a contact with PCN for seminars 2 and 3.
8. Angie will submit the seminar schedule to the Bay Brief to request that it be posted on its Calendar

9. Dee Dee will work with Terri Kauffman to facilitate Lanc Co Commissioner participation in Strategic Action Plan efforts
10. Development of one-pager to communicate LCCWC accomplishments and funding that is coming into County because of LCCWC to facilitate commissioner participation- UNASSIGNED
11. Sponsor the Pequea Creek Watershed Association Miniature Golf Fundraiser- Jay provide \$100 from LCCWC funds.
12. Matt Royer will provide email announcement about migrating Chesapeake Commons program to ArcGIS to Angie who will distribute to SC

Future Agenda Item

1. Coordination of Project Mapping (GIS)
2. Identification of main LCCWC initiatives for 2013

Calendar of Future Events

2012

September 13- first seminar- Clean Water 101, 9 am – 12 pm, Farm and Home Center

September 18- NPDES Construction Site Run-Off Control Workshop, 8:30-2 pm at Farm and Home Center

October 3- LCCWC Steering Committee, 3-5 pm, Farm and Home Center

October 11- second seminar- Clean Water 201, 9 am – 12 pm, Farm and Home Center

November 7- LCCWC Steering Committee, 3-5 pm, Farm and Home Center

November 8- third seminar, Clean Water 301, 9 am – 12 pm, Farm and Home Center

December 5- LCCWC Steering Committee, 3-5 pm, Farm and Home Center