

Location: Farm & Home Center

Voting Members Present: Kent Gardner, Dee Dee McGuire, Scott Hain/Cory Rathman, Mark Gutshall, Jay Snyder, John Bingham

Non-Voting Steering Committee Members Present: Mark Johnson, Kara Kalupson, Mary Gattis, Matt Kofroth, Mike Kyle, Jeff McNesby- Mt Joy, Don McNutt, Fritz Schroeder, Kristen Kyler, Jay Parrish

Guests/Members: Monica Billig- EFC, Jeff Shue- CS Davidson

Approval of Minutes- Jay made a motion to accept minutes as presented, John seconded, motion approved unanimously

Minutes recorded by: Angie Sowers

AGENDA ITEMS

Budget- Jay Snyder

1. Jay provided group his budget reports via email prior to meeting

Replacement of Steering Committee Members- Kent Gardner

2. Logan Myer goes before Foundation this evening to be approved for membership.
3. Currently 7 votes, Logan would be 8.
4. Kent suggested Heather Valudes and Mark Johnson as other voting members.
5. DeeDee found notes from Strategic Planning effort dated Nov 1 2011 that states there would be 10 SC voting members with 5 from Foundation; June 18 2011 noted 9 voting members
6. Mary Gattis suggested that there is a process established for nominating new members.
7. DeeDee and Angie will confirm number of members and if process exists.
8. Provide Kent with any proposals for members

TetraTech Update- Mark Gutshall

- Mark briefed the group about the Dec 19 working meeting
 - group identified which BMPs were applicable in Lancaster County from those proposed by PADEP
 - Second part of meeting was focused on further discussion about what TetraTech was to do
 - It was decided that TetraTech would select one subwatershed- Conestoga- to work out process and identify cost and benefits
 - There was much feedback locally- particularly from City- about costs and benefits- very good information
 - Working on getting some information from Rettew on local stream restoration projects
- Expects to have some rough numbers in next week
- Following draft results, another working meeting will be held to review results
- Some discussion of holding a Summit, but that is not part of TetraTech scope
- Commissioner Lehman has been actively kept up to speed on progress
- Mark noted that communication will be key to manage expectations of effort and results being developed
- Mary Gattis asked if there were any specific BMPs that group is falling short of for developing costs
 - Mark stated that Dennis/TetraTech has not communicated any shortfalls
- Mike Kyle asked if end product will be a tool that municipalities can use
 - Mark thinks this is very important, especially since MS4 requirements are in place
 - A tool to evaluate cost/benefits
- Cory asked who will be administrator of tool when in it is complete

- Mark replied that it will ultimately be the Consortium's product but unsure how it will be managed
- Probably need to go into Phase III which is not included as part of the TetraTech scope to reach a finished product that can be used by others- this would be discussed at the Summit
 - Andy Zemba mentioned the possibility of providing funding for Summit
 - Mark stated that he doesn't see that it will be a problem developing the funding for Summit
- Mark submitted a reimbursement request of \$1500 for administrative work for LandStudies

Environmental Finance Center- Monica

- Typically provides a monthly update to Cory
- Technical efforts- Still in data gathering phase- developing a level of service for each municipality individually
 - A lack of documentation is common- makes it difficult to nail down a program cost
 - focus of next efforts will be to determine costs as well as identify data gaps
- Outreach/Education-
 - Logo created based on Lancaster City's "Save It' Program"
 - Factsheet provided to each municipality
 - Homeowner handout has been drafted which focuses on rain barrels and fertilizer use
- Upcoming meeting with Lancaster County Conservancy
- Kent stated desire to provide information to other municipalities; not limit it to the 6 that are participating
- Cory asked if Monica had any specific requests for LCCWC
 - Monica solicited input regarding direction project is going
- Workshops- about a dozen in region- 2 in PA- facilitated by EFC for EPA
 - Ag in August- likely in Lancaster
 - Addressing MS4s and what is needed to be done to meet minimum controls in Spring 2013
 - If anyone has specific thoughts on what municipalities need to do to meet minimum controls, please provide input to Monica
- Mary suggested using attendance list from Jan 17 meeting to solicit input
 - Monica stated that the workshops will not be limited to Lancaster County, but will include 6 other regional counties
 - Kent will discuss contact list for municipalities with Monica

Internship Opportunity for the LCCWC- Matt Kofroth

- District is looking to have 1 or 2 interns- will be application and interview process
- Matt proposed idea of whether LCCWC would be interested in having an intern- NFWF grant money might be able to support this
- Summer intern
- Mark threw out idea to group to develop ideas of what an intern could do
- Scott raised concern that without a hired staff, the intern might not have proper direction

NFWF MOU with LCCWC- Matt Kofroth

- NFWF grant is LCCWC's, but it is run through Foundation
- Matt has developed an MOU to make all interactions transparent
- Has also developed an MOU with Brandywine Conservancy, CBF, and the Alliance for the Ches Bay

- Cory/Scott had some concerns that MOU was a little too broad with respect to Stormwater Committee- they don't want to get over committed
 - Matt stated that they can tweak language to enable it to be approved
- DeeDee was fine with language
- Was supposed to be done last Fall but isn't holding anything up
- Matt pulled numbers from grant
- Jay was fine with language
- Cory and Scott stated they were OK
- DeeDee motioned, Jay seconded to approve MOU; motion passed unanimously
 - Matt will provide copy to Kent to sign for LCCWC; Mark Johnson will sign as current chair of Foundation committee

Act 13 Funding Opportunity

- Jay- this is funding generated as byproduct of some of the Marcellus work
 - Involves a lot of work to put grant together
 - For stream restoration, mine reclamation, etc.
- Group discussed competition for grants within County- overarching goal is to further efforts in County and projects within County
- Don asked what Commissioners did with their \$400k- Mary replied that it was used for ag preservation match grants
- Mark suggested we ask Andy Z what the total amount of funding is and if there is a county-wide limit
- Matt stated that Growing Greener decisions expected in next few weeks
- Kent asked who might be interested in submitting a proposal
 - East Hempfield has \$25k NFWF to look at Swarr Run and not duplicate Little Conestoga NFWF work; John Bingham might submit something under this or another grant opportunity
 - Jay might submit a proposal
 - Kent- Chiques might; Leiderkrantz on Chiques
 - Matt knows of about 20-25 good potential projects
 - Mark said that if any proposed projects are identified in Strategic Planning effort it would benefit to mention that
- Mary offered to help draft language to show how a proposal would contribute to County plans- a requirement of the application

LCPC Update- Mary Gattis-Schell

1. Jan 17- productive meeting focused on outreach and training
2. April 16- 12-noon next meeting- peer specific round table discussions
 - Broad invite will be sent out
3. Sourcewater Collaborative Pilot- would bring funding to County from National Sourcewater Collaborative and provide access to additional resources- LCPC is still in the running
4. Act 167 Plan approved conditionally by PADEP- condition- to modify Section 301 to provide reference to Stormwater BMP Manual
 - LCPC is going to request that clock starts for the municipalities when the conditional approval is met
5. Froelich Park- about ready to move into construction phase and to post bid documents
 - Construction targeted for April/May
6. April- plan a meeting to develop Tree Canopy Goal and local target setting and strategic planning to meet goal
 - Mary requested that anyone has knowledge of the Tree Canopy issue and is interested in being involved to let her know

LIMC Update- Kent Gardner

- Organization is still alive
- 3 municipalities left- E. Hempfield, Manheim Twp, and East Petersburg; 9 municipalities active and voted to increase dues
- BMP Manual for Education and Outreach will be available in the next week or so
- PA COG convention will be in Lancaster in Fall

NEW BUSINESS

Tree Vitalize- Fritz Schroeder

- \$5250 max for municipality can apply with 20% cash match and remainder in-kind for a total of a maximum of \$10k
- This is the last time this will be done locally then it is going back to State
- Urban focused- park and street trees; not watershed based

Watershed Group updates

Chiques- watershed expo at Leiderkrantz- Jun 19

Pequea – planting about 150 trees on Pequea Twp property on Big Beaver trib

Audit of LCCWC and Foundation- Mark Johnson

- Being audited adds credibility to receive grants
 - Matt K stated that this does help with some grants, but for others it doesn't have an impact; in some cases, it can hurt if an organization has not been audited
- Total maximum cost would be \$3800
 - Foundation has requested LCCWC provide \$2000 toward audit cost
- Dee Dee asked why LCCWC is being asked for more than half- Jay stated that NFWF grant is where most of LCCWC's funds are and that the NFWF grant will be a large part of the audit- which is driving the request for funds- Kent doesn't recall that more than 50% was being requested
- DeeDee asked if frequency of audit was discussed
 - Don thinks it should be done annually, but it wasn't discussed further
 - Fritz stated that non-profits typically have audits done annually
- Jay asked Matt if some of grant funds can be used for audit
 - Unsure- every grant is different
 - Angie will ask NFWF whether NFWF funds be used to fund a financial audit of the sponsoring organization
- Cory asked that the necessity of the audit be explained
 - It assures Board members that funds are being spent appropriately
- Don McNutt will confirm numbers and then bring this back to LCCWC for a decision at the next meeting
- Kent thinks group should support it, but SC needs to determine to what amount if they agree
- Mark mentioned that PA Watershed Foundation- small grants \$2500- annual opportunity- could go towards funding the audit, but unsure if this would be applicable

Conservation District Tree Sale

- Matt Kofroth provided handout for District's Tree Sale

Meeting adjourned at 4:15

HANDOUTS

1. LCDC Tree Sale

ACTION ITEMS

1. DeeDee and Angie will confirm number of SC voting members and if process exists.
2. Provide Kent with any proposals for new SC voting members
3. Provide any input on the direction of the EFC project or thoughts on what municipalities need to do to meet minimum controls of MS4s to Monica
4. Kent will discuss municipality contact list with Monica
5. All- Provide input on potential intern to Matt Kofroth
6. Matt Kofroth will provide copy of MOU to Kent to sign for LCCWC; Mark Johnson will sign as current chair of Foundation committee
 - o All- Let Mary Gattis know if you have knowledge of the Tree Canopy issue and are interested in being involved with developing the Tree Canopy Goal
7. Angie will ask NFWF whether NFWF funds be used to fund a financial audit of the sponsoring organization

Future Agenda Item

1. SC Voting Membership
2. LCCWC funding of Audit

Calendar of Future Events

2013

March 6- LCCWC Steering Committee, 3-5 pm, Farm and Home Center
April 3- LCCWC Steering Committee, 3-5 pm, Farm and Home Center
May 1- LCCWC Steering Committee, 3-5 pm, Farm and Home Center
June 5- LCCWC Steering Committee, 3-5 pm, Farm and Home Center
July 3- LCCWC Steering Committee, 3-5 pm, Farm and Home Center
August 7- LCCWC Steering Committee, 3-5 pm, Farm and Home Center
September 4- LCCWC Steering Committee, 3-5 pm, Farm and Home Center
October 2- LCCWC Steering Committee, 3-5 pm, Farm and Home Center
November 6- LCCWC Steering Committee, 3-5 pm, Farm and Home Center
December 4- LCCWC Steering Committee, 3-5 pm, Farm and Home Center