

Location: Farm & Home Center

Voting Members Present: Mark Gutshall, Cory Rathman, Dee Dee McGuire, Kent Gardner, Logan Myers, Mark Johnson, John Bingham, Jay Snyder

Non-Voting Steering Committee Members Present: Kristen Kyler, Kara Kalupson, Mary Gattis-Shell, Matt Kofroth, Heather Valudes, Don McNutt

Guests/Members: Joellyn Warren

Approval of Minutes- Logan Myers made a motion to accept minutes from February and March minutes with incorporation of comments provided to Angie via email. Mark seconded. Motion passed unanimously.

Minutes recorded by: Angie Sowers

AGENDA ITEMS

Budget Committee- Jay Snyder

- Finance report provided via email
- Jay pointed out that we don't have a budget established for 2013
- Grant money can artificially inflate our balance at any given time, but it gets spent on the respective grant projects and subsequently draws the balance back down
- Don asked what balance is between restricted funds- likely will have a balance around \$13,000 at end of year when all grant monies are spent
- Kent- any workshops, etc. that we provide this year, we need to at least break even
 - Jay- last year we did not charge and thanks to Kent LCCWC only spent \$462 dollars- that is a great value for participants as a thank you for their membership

Voting Members and Term Limits- Kent Gardner

- Logan Myers has been approved by CFLC and is a voting member with a 3 year term starting April 2013.
- Mark Johnson has been approved and appointed by CFLC and is in good standing as voting member- 3 year term starting April 2013.
- Discussion about number of voting members- 9 or 10 with chair?
- Vacancies were discussed as well as absenteeism. A motion was made to dismiss Trudy Johnston as a voting member. Logan Myers seconded. It was discussed whether she has been getting meeting notices or if anyone has heard anything from her. Trudy is welcome to participate as a non-voting member, but would not be a voting member. ACTION ITEM- Notify Trudy of change. Not assigned.
- Heather Valudes was mentioned as a potential voting member candidate, but currently at 4 Foundation members, and need a 5th. Solution would be to nominate Heather to both Foundation and Consortium to provide 5 Foundation members. Group agreed to this solution, pending confirmation by District Board. Don McNutt will try to get her confirmed at tonight's meeting if the necessary information (bio) can be provided.
- Also decided that Cory and Scott would get their own vote.
- Dee Dee would like to permit Joellyn Warner to replace her as voting member of SC. This is up to the decision of the Chair. Kent approved this.
- A motion was made by Kent Gardner to approve all the above changes to the SC make-up. Motion passed unanimously.
- Term limits- Kent split the Steering Committee voting member term limits as follows: 3- 3 year, 3- 2 year, and 4- 1 year. Cards with a term limit written on them were drawn by voting members:

- 3 year- Mark, Logan, and Heather (pending confirmation)
- 2 year- Kent, Joellyn, Mark
- 1 year- John, Jay, Cory, Scott
- Each year those whose terms are up; the slots will be renominated or replaced
- Election of officials- currently- Kent Garner- chair; Dee Dee McGuire- vice chair; Jay Snyder- treasurer; Angie Sowers- secretary
 - Cory made a motion for Kent G to serve as chair, Joellyn Warner to serve as vice chair, Jay to Snyder to serve as treasurer, and Angie Sowers to serve as secretary. Mark Johnson seconded. Motion passed unanimously.

Mary Gattis-Shell- notified group that she has resigned from LCPC and therefore has to resign from SC. The group decided they would like to request a replacement for a LCPC staff member to fill Mary's position on the SC. ACTION ITEM- Kent will email LCPC with request for replacement.

TetraTech Update- Mark Gutshall

- Project and TetraTech's assistance ends May 1.
- 4 HANDOUTS:
 1. LCCWC Strategic Action Plan Development
 2. Cost/Benefit Analysis- Summary of Memos and Sub-committee Input Needs
 3. Phase 2 Cost-Benefit Analysis Action Item List (April 2, 2013)
 4. LCCWC Strategic Plan Phase 2 Cost-Benefit Analysis Process Flow Chart (3/27/13)
- Project is moving forward- strength of cost-benefit analysis is (CBA) that it is local data that municipalities and twp engineers will be able to use
- One hiccup- thought TetraTech had all the data they needed, but they have requested more specific information on current projects in Cocalico and Conestoga; the group is working hard to get it to them and will, but it was some additional effort not anticipated
 - To run models for CBA- TetraTech has requested area or length treated by BMPs- these are potential projects that have been identified in plans
- Another meeting of the full group is starting to be pulled together to go over final results
 - Kent will help with finding a meeting place
- Schedule is tight, but project will get done
- Mark expects that there will be an opportunity to get more funding to tighten up the results and continue effort in some fashion, and to communicate results
- Cory asked if reduction estimates will be recognized/accepted by DEP as true reductions- that would hold the most weight with municipalities- an example of 'what you need to do'
 - Mark stated that the tools TetraTech is using to estimate reductions are Bay model tools so all numbers should be in line with DEP processes, and at future appropriate point will request written approval from DEP
 - Mark- at the current time DEP is not 'approving' plans yet- example of Warwick/Lititz Run watershed plan
- Mark suggested that a future step would be to reach out to residences, business community, etc. to explain what has been done and the utility of it
 - Wait to plan summit until DEP is onboard
- Mary J/ asked what purpose of Strategic Action Team meeting will be; Mark G.- acceptance of what has been done, identification of any significant issues for future efforts

CFLC Audit- Mark Johnson

- Total cost of audit (Foundation and LCCWC) = \$2500 and \$750 for filing 990 form = \$3250; CFLC is requesting LCCWC to pay half the cost = \$1625
- At February meeting the group discussed the merits of an audit

- Mark made a motion that Consortium participate in funding the audit in the amount of \$1625. John seconded.
 - Logan asked Jay if LCCWC has the funding available. Jay stated yes, because of recent grants received. In future, though, we need to make sure grants we request can be used for this type of effort- might need to specifically include it in funding request.
 - Motion passed unanimously

NFWF Grant Opportunities- Cory Rathman

- Cory discussed future NFWF grants to continue to work with EFC
 - Existing 6 municipalities would be ‘mentors’ to new participants to spread information through county; EFC would still do the work
- Cory and Scott volunteered to pull application together
- Applications would still go through CFLC as applicant (as before)
- Would need to identify municipalities that would be willing to participate
- DeeDee, as a past municipal participant, stated that the group was very good to work with, final results not available yet, but does support work continuing with EFC and would encourage other municipalities to participate
- Mark G. seconded this idea- that Cory find out from municipalities if they thought project was worthwhile
- Mark asked if anyone else is intending to submit for NFWF grants?
 - Kent has some projects- Chiques, Conestoga CC, etc. ; John- Swarr Run
 - Jay said these seem like to different efforts, not necessarily competing- one a shovel ready group of projects; the other is focused on financial aspect
 - Likely that these would fall under different NFWF grant opportunities
- Mary suggested that Cory confirm that there is no language in the current grant for replication of efforts—Cory does not think so, but can check
- Mary suggested that there be some strategic thinking to long-term funding for project implementation- particularly in light of Strategic Plan being developed by TetraTech effort
 - John supports these ideas; there are 54 other municipalities in Lancaster County alone and most are not engaged or knowledgeable about these issues
 - Another round to educate more municipalities is a good idea
- Cory made a motion for the LCCWC to pursue further NFWF grant opportunities with EFC. Jay seconded. Motion passed unanimously.
 - ACTION ITEM- Don McNutt will take this to CFLC for Board approval

LCPC Update- Mary Gattis-Schell

- The DEP approval of the county’s Act 167 Plan is being appealed by the County, et. al.
- The County was successful in its bid to be designated as a Source Water Collaborative Pilot. Most county water suppliers have agreed to participate.
- The next Water Resources Forum is being held on April 16, 2013 from 10:00 – 12:00 at the LCPC. Anyone working in water resources is welcome to attend. RSVP to Donna Hahn at Hahn@co.lancaster.pa.us.
- Construction of the Froelich Park Stormwater BMP Demonstration project is scheduled for late April. LIMC continues to serve as the contractor and construction manager on behalf of LCPC.

LIMC Update- Kent Gardner

- Officers meeting on Monday
- Looking for new projects, but things are moving forward

- Project at Leiderkranz- drawings available- will present to Chiques watershed meeting- includes adding a number of new trees

NEW BUSINESS

Matt Kofroth- next round of Growing Greener grants is June 1- focus areas have not been communicated yet, but priorities should be the same as last fall for 319 and Growing Greener

Membership- Heather Valudes

- Invoices for renewals going out- 18 members- \$5540, approximately another \$6000 for LIMC
- ACTION ITEM- Angie will provide Heather with LIMC invoice from last year to figure out membership dues- Heather will provide invoice directly to LIMC (Kent Gardner)
- LIMC members are Lancaster City, Columbia, Mountville, Lancaster Township, Manor Twp, East Lampeter, Millersville, West Hempfield, and West Lampeter – Manheim Township, East Petersburg, and East Hempfield dropped out- MT will be invoiced individually because still a member
- New individual members since Dec 2012 will not be invoiced

Mark Gutshall- video/educational outreach

- A LandStudies project, but seeking collaborative partners- education, professional, and municipal
- 30 project sites; full data sets on 10 sites
- Effort is to pursue applied communication- seeing things in the field- visual tool to showcase implemented projects
- Consortium could be hub for this; Is LCCWC interested in setting up a tour or video as an educational venue- most half day tours
 - John- this would get LCCWC's name out and to a new audience
- Education sector- Will showcase this to all universities in PA and a number of high schools
 - Logan says these types of educational opportunities stay with kids
 - Logan- LRWA is providing a 'Birds of Millport Conservancy' presentation to grade school children
- Showed video
- Mark is looking for a few large funding sources; is not requesting funds from LCCWC
 - John offered to take message to Capital Area RC&D
- Mark G.- Goal is to raise funds to offset costs of educational bus tours/classes – a general tour, and a custom tour that is more focused on technical aspects
 - For people in Lancaster and outside- tomorrow has a helicopter flight to take video and pictures of all projects from the air and watersheds
- Kent- PA COG and Borough are having convention in Lancaster in Fall- could be a tour opportunity- Kent offered to show video

Meeting adjourned 4:45

HANDOUTS

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4. LCCWC Strategic Plan Phase 2 Cost-Benefit Analysis Process Flow Chart (3/27/13)

ACTION ITEMS

1. Notify Trudy of change from voting to non-voting member of Steering Committee. Not assigned.
2. Kent will email LCPC with request for replacement.

3. Don McNutt will request CFLC Board approval for LCCWC to pursue further NFWF grant opportunities with EFC.
4. Angie will provide Heather with LIMC invoice from last year to figure out membership dues- Heather will provide invoice directly to LIMC (Kent Gardner)

Future Agenda Items

-None specifically identified.

Calendar of Future Events

2013

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