

**Location:** Farm & Home Center

**Voting Members Present:** Heather Valudes, Cory Rathman, Scott Hain, Kent Gardner, John Bingham, Jay Snyder, Mark Johnson, Joellyn Warner

**Non-Voting Steering Committee Members Present:**

**Guests/Members:** none

**Approval of Minutes-** February minutes will be provided by Kent. Angie will distribute for approval at April's meeting.

**Minutes recorded by:** Angie Sowers

### ***AGENDA ITEMS***

#### **Budget Committee- Jay Snyder**

- Jay provided report by email.
- Costs of the EFC workshop were covered. Kent made a note that the facilities at Manheim Township Library are very nice, but the costs of catering are higher than what is available through the Farm and Home Center.
- John made a motion to approve the treasurer's report. Heather seconded. Motion approved unanimously.

#### **LCCWC Membership – Don McNutt/Heather Valudes**

- Heather provided a membership form that described the benefits of LCCWC membership. ACTION ITEM: provide Heather comments by March 12.
- ACTION ITEM: Angie will provide Heather most recent list of membership.

#### **LCCWC 2014-2015 Officers- Kent Gardner/Mark Johnson**

- Membership committee recommended that current officers continue in their roles. Mark made a motion that Kent Gardner serve again as Chair, Joellyn Warren serve as Vice-Chair, and Jay Snyder serve as Treasurer. John seconded.
  - There were no nominations from the floor.
  - Motion passed unanimously.
- Term limits- John B, Scott H./Cory R., and Jay S. are the members that had 1 yr terms from last year. All of those members agreed to renew for another 3 yr term. Mark made a motion to renew the terms of John Bingham, Scott Hain, Cory Rathman, and Jay Snyder for another 3 years. Joellyn seconded. Motion passed unanimously.

#### **LCCD PE and LCCWC Assistance- Don McNutt**

- Official action will be taken to approve at Board meeting tonight. Estimate that 85-90% of position is funded. NFWF has shown interest in supporting position.
- PE will be tasked with staffing LCCWC Steering Committee meetings, and can be utilized by LCCWC as a technical resource.
- Don asked that engineering committee keep in touch about this. Intent is not to supplant any municipal engineers. Cory suggested that LCCD provide a press release that Scott/Cory can send to the Consortium engineering community that explains the PE role, goals of the position, etc. Kent also suggested that the PE be introduced at the LCATS meeting on March 31 at Four Seasons Golf Course. Scott suggested the same thing could be done for the Borough meetings.

### **Remaining Little Conestoga NFWF Funds- Don McNutt**

- There is a significant amount of funding remaining that was programmed for LCCWC. Funds expire July 2015.
  - Could be tied to PE position.
  - Approximately \$37,000 is available.
  - If not used by Consortium, funding will go into on the ground projects in the Little Conestoga watershed.
  - Cory asked if there is any sort of comprehensive stream monitoring in the Little Conestoga. Matt is working on this. There is some limited volunteer monitoring. The protocols are established. Would want the monitoring tied to projects that are being implemented under the NFWF grant. There is a monitoring program set up for municipal monitoring. Funds could be used to buy equipment.
  - Cory suggested the funds be used for a purpose that fosters momentum.
  - Matt requested that a decision be made by the end of summer 2014 as to whether LCCWC will use these funds.
  - Kent asked if funds could be used to support bus trip for school facilities managers and possibly superintendents. Matt would have to check with NFWF.
    - Cory stated that there should be more to this- action oriented. How do we develop this relationship? Budgets are tight and how do we get school districts to implement projects.
  - Heather suggested that these funds be used to leverage membership.
    - Tie this in with the future anticipated stormwater fees.
      - Matt asked if EFC could evaluate school district property ownership and imperviousness to estimate projected costs. Past EFC work did look at school districts as another land owner.
  - Kent suggested it be used to buy software programs that members have access to. Don stated that a 501(c)(3) can buy software at a steep discount. Need to make sure we understand the terms of the licensing and the number of permitted users.

### **Intern Support**

- F&M intern was picked up by Warwick Township
- Matt stated that he has a number of good candidates for LCCD interns. They won't be able to support all of them.

### **Signs for Advertising LCCWC Supported Projects- Kent Gardner**

- Kent has received an estimate for a durable color, 36" x 48" laminated, citron sign with pre-drilled holes -\$65 a piece with a \$20 set-up fee
- There would be municipal limits to signage that vary by township/borough
- Kent sent language of signs to Andy Zemba
- Scott will look into municipal ordinances
- This is preparation for the future anticipated PADEP mini-grant funds.
- Jay suggested that a better use would be for educational signage that explains what the project is about.
- Duration of sign?
- Mark suggested that we may not want to pre-buy a large number of signs, but rather buy them at the appropriate time so they can be project-specific and focused on education. Also could buy just a few LCCWC signs or the political-style signs that identify us and PADEP as project supporters.
- Kent- another idea would be to buy a LCCWC banner that can be used to promote organization at events or a pull-up sign. ACTION ITEM: Heather will provide information.

## **NEW BUSINESS**

- There is an opportunity to continue working with EFC. Kent/Cory have submitted a letter to have the EFC provide additional workshops working with municipalities to get into the details about how to establish a sustainable stormwater financing structure.
- Joellyn spoke to Pam Shellenberger of York County about unique forms for tracking MS4. Will be rolled out at end of March, but only sharing with York County municipalities, but Pam and Joellyn plan to meet to discuss coordinating efforts.
- PADEP mini-grants
  - Matt suggested that LCCWC should have some sort of agreement in place that identifies grantees responsibilities for project, etc. for the mini-grant funding. Matt developed such an agreement for NFWF fund.
  - A ranking scheme has been devised
  - A press release needs to be developed to advertise the availability of funds
  - Don stated that the PE will be involved with management of these funds
- Ephrata Borough requested a meeting with DEP to discuss Chesapeake Bay regulations- Cocalico and Little Chiques watershed groups. Set for March 13.
- Angie will provide email to Consortium membership about LCCD Tree and Sapling sale

## **Meeting adjourned 4:30**

## **HANDOUTS**

1. Membership form detailing LCCWC membership benefits

## **ACTION ITEMS**

1. Kent will provide minutes from February meeting.
2. Provide Heather comments to Membership flyer by March 12.
3. Angie will provide Heather most recent list of membership.
4. Heather will provide information about purchasing a pull-up sign to promote LCCWC.

## **Future Agenda Items**

1. Ideas for using Little Conestoga NFWF funds that have been set aside for LCCWC.

## **Calendar of Future Events**

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