

Location: Farm & Home Center

Voting Members Present: Kent Gardner, Joellyn Warren, Jay Snyder, Mark Gutshall, John Bingham

Non-Voting Steering Committee Members Present: Kristen Kyler, Don McNutt, Matt Kofroth, Kara Kalupson

Guests/Members: Kent Bitting

Approval of Minutes- John made a motion to accept minutes from February and March minutes. Mark seconded. Motion passed unanimously.

Minutes recorded by: Angie Sowers

AGENDA ITEMS

Budget Committee- Jay Snyder

- Jay provided financial reports via email. Membership funds have not come in yet for the year so funds are negative without NFWF grant.
- Jay asked about funds received from library and that it hasn't shown up in finances yet. Don doesn't think it has been deposited yet, but Matt Kofroth confirmed it is there.
- Kent talked with Leiderkranz and thinks they will be making an annual contribution.

Introduction of LCCD PE, Kent Bitting- Don McNutt

- Comes from Brinjac Engineering in Harrisburg

DEP Funding- Status update, Ranking protocol, Review panel- Don McNutt

- Legal paper work has been completed for PADEP funding; reimbursement program for in the ground projects and anything in the WIP; \$100k in total with 15% or up to \$15k for administration
- Ranking tool has been developed by LCCD (should be shared with applicants up front)
- Application- a fact sheet or some type of guidance will be provided for the type of information that should be included in Project Narrative
- Need to form review committee
 - Kent- voting members will constitute the committee; if any member is involved in a project they will abstain from a decision on that project
 - Don- requested that LCCD staff be contacted with any technical questions on applications
 - Committee can decide how funding will be divided between various project categories
 - Scoring system needs to be developed
 - Weights for application questions were determined
- Press release needs to be generated and published
 - Kent G. suggested having a rolling application process; Jay suggested an initial date should be set so it just isn't put off, but multiple opportunities would be great; Mark G. also stated that we should use various watershed events to continuously highlight opportunity
 - Don- having rolling application process, but award funds quarterly
 - Matt K. suggested sending press release only to schools, LCCWC membership, municipalities, and watershed groups
 - Mark G. also pointed out that there may be some unfunded Growing Greener projects that could be solicited
 - Kent B. has lead for drafting press release
 - Kent G.- LIMC meeting next Wed- requested application be ready for distribution at LIMC meeting
 - Who will be POC for receipt of applications- Kent B. will be POC and use LCCWC address

- Cut-off date will be June 30 for review by LCCWC at July 2 meeting
- Request electronic applications
- Post application link on lancasterwatersheds.org and lccwc.com
- Review committee provides recommendations for funding to District cost-share committee which has final approval
- Funding good through 31 October 2015
- Andy Zemba has mentioned that there is the potential for additional funds in the future
 - Has told Don that reimbursements will go through him and there will not be much lag-time
- Important factors for projects are 1) nutrient reduction that will be counted in Bay Model and 2) maintenance
- Matt Kofroth recommended having 1) program guidance and 2) project agreement (to address maintenance)- Kristen Kyler may have examples to use
 - Suggested that thought needs to go into who will receive funds- landowners or straight to contractors
- Conservation Project Tracker Tool- for tracking proposed projects, completed projects, and matching up resources with proposed projects (conservationtracker.org???)
- Handouts- Application and ranking tool
- Kent B. will usher this process between meetings and address comments on ranking tool from LCCWC

Lancaster Lakes- Don McNutt

- Don will meet with interested parties next Wednesday at request of Commissioner's and will report back to LCCWC

School District Outreach- Kent Gardner

- Kent G. met with Dan Forry and discussed a bus tour for school superintendents and maintenance staff
 - Mr. Forry was going to take idea back to group and get back to Kent G.
 - Mark G. was willing to present at bus tour

Use of NFWF funds by LCCWC- Matt Kofroth

- Matt K. requested funds to pay Brandywine Conservancy \$2300 and LCCWC will be reimbursed once funds are received following April request to NFWF
- Funds remaining
 - \$39,862.90- LCCWC salary and benefits- ability to move into other functions, but need to request from NFWF
 - \$12,460- Stormwater committee funds- already invoiced for \$7,500 of initial \$20k
 - Ask Cory and Scott if any outstanding invoices that they did not submit, or future anticipated activities
 - Mark G. raised idea of TetraTech project, but questioned political will
 - Compared to York County process
 - Kent G.- can something be focused on new technologies
 - 1st option- Work would have to focus on Little Conestoga- develop WIP for Little Conestoga
 - Don M. discussed new TMDL reports and that the current reports are not in align with TetraTech data- need to understand why
 - Mark G.- Would be good to say that Lancaster County has a WIP
 - Joellyn plans to attend MS4 planning workshop in York and can provide back information
 - 2nd option- move to implementation
 - Make decision at next meeting- Mark G. will provided Auker scope

- \$10-\$12k is estimate for Little Conestoga WIP so remainder could be moved into implementation
- Kent G. asked if money could be used for signage; Matt K.- only if in Little Conestoga

Follow-up on pull-up sign costs- Heather Valudes

- Kent G.- did get estimates for Styrofoam/corrugated signs- prices vary based on quantity, number of colors; banners- \$120 for 2x6 plus \$61 set-up costs plus stand cost (could make own stand); roll-up-size would be 33x80 but no price
- Decided to wait to purchase project implementation signs until we know what projects are being funded and how sign could be used
- Tabled until next month

NEW BUSINESS

Shop for a Cause – Park City

- Matt K. got some information, but has heard that it hasn't been worth the effort

Homeowner Guide is now online, but bugs are being worked out

Meeting adjourned 5:00

HANDOUTS

1. Handouts- PADEP Application and ranking tool

ACTION ITEMS

1. Don M- follow-up on Lancaster Lakes meeting
2. Kent B. will generate press release for PADEP Funding
3. Mark G. will provided Aufer scope for Little Conestoga WIP
4. Mark G. will discuss NFWF funds with Cory and Scott

Future Agenda Items

1. Use of NFWF funds by LCCWC
2. Signage

Calendar of Future Events

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