

**LEBANON COUNTY STORMWATER CONSORTIUM
MINUTES**

January 15, 2019
10:00am

Community Room
1220 Mifflin Street

A regular meeting of the Governing Body of the Lebanon County Stormwater Consortium was held on Tuesday, January 15, 2019 at 10:00am in the Community Room at 1220 Mifflin Street, Lebanon, Pennsylvania.

There were present:

Members:

Robin Getz, City of Lebanon	Jamie Yiengst, South Lebanon Township
Cheri Grumbine, North Lebanon Township	Tom Embich, Annville Township
Tom Long, North Cornwall Township	Bryan Hoffman, Cleona Borough Authority
Julie Cheyney, County Planning	Dick Miller, North Lebanon Township
Betsy Bowman, Redevelopment Authority (10:08am arrival)	

Non-members:

Scott Rights, Steckbeck Engineering	Dan Lyons, Redevelopment Authority
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1. *Roll Call.* Chairperson Getz called the meeting to order at 10:02am and conducted roll call.
2. *Nomination and election of officers.* Chairperson Getz entertained nominations for officers. Mr. Miller moved to retain the existing slate of officers, which motion was seconded by Mr. Long and approved by the Governing Body unanimously. The officers are as follows.

Chairperson:	City of Lebanon
Vice Chairperson:	Cleona Borough Authority
Secretary:	Annville Township
Treasurer:	North Lebanon Township
Assistant Secretary/Treasurer:	North Cornwall Township
3. *Approve Minutes of the November 20, 2018 Meeting.* Chairperson Getz canvassed the Governing Body for corrections to the November 20th minutes. Mr. Embich noted that the Spruce Street bridge will be closed from January through October as opposed to a year or more as he had said toward the end of the November meeting. Mr. Miller acknowledged Mr. Embich's comment and moved to approve the minutes. Ms. Yiengst seconded the motion and the Governing Body unanimously approved the minutes of the November 20, 2018 as presented.
4. *Financial Report.* Mr. Lyons presented the financial report for the months of November and December.
 - a. *Approve bill to be paid.* Mr. Lyons presented a bill from the Redevelopment Authority for administration of the Consortium from August to December 2018. He explained that the bill contained the Authority's proposed increase and reconfiguration of billable rates. Mr. Hoffman objected to the use of the proposed rates going back to August and moved to approve the proposed rates

effective only January 1, 2019. Mr. Miller seconded the motion and it carried unanimously. Mr. Lyons then presented a series of Steckbeck bills for the period July 29 – October 27, 2018. Mr. Miller moved to approve the Steckbeck bills with a request that Steckbeck bill more currently; the motion was seconded by Mr. Hoffman and carried unanimously.

5. *Business.*

- a. *PRP technical response letter.* Mr. Rights reviewed and explained the draft technical response letter, which was prepared by Mr. Cannistraci who was unable to attend the meeting due to illness, and which addresses DEP's concerns and comments about the group's joint Pollutant Reduction Plan. The group provided feedback to Mr. Rights on the letter, recommending minor formatting changes and the addition of a sentence as a stand-alone paragraph expressing disagreement with DEP's interpretation of the mapping requirement. Mr. Miller moved to approve a revised letter containing the changes recommended by the group. The motion was seconded by Mr. Embich and carried unanimously. Ms. Getz requested that the group be shown the final letter before it is mailed.
- b. *Grant announcements.* Mr. Lyons asked if there had been any news on the Williams Pipeline grant. Ms. Grumbine reported she hadn't heard anything. The group held a conversation on how to proceed with construction of BMPs. The 2019 Action Plan was discussed, as was the LCCTC project for which the group had applied for and failed to receive grant funding. After some discussion, Mr. Miller moved that the Consortium move forward with the \$200,000 of approved activity in the 2019 Action Plan including design and acquisition as necessary. Mr. Hoffman seconded the motion and it carried unanimously. Ms. Grumbine asked that Steckbeck look into the Lions Lake project to see when it might be scheduled.
- c. *DEP South Central Roundtable.* Mr. Embich reported on his attendance at the DEP South Central Roundtable. He noted that DEP essentially tricked people into attending it by how they advertised it when the real purpose of the meeting was for DEP to meet a public participation requirement of their Watershed Implementation Plan. Ms. Grumbine, who also attended, added her take on the meeting.
- d. *Other business.* Mr. Miller asked if the MediaOne bill included in the meeting materials packet needed approval to be paid. Mr. Lyons responded that the Authority paid the bill and included it in its billing to the Consortium as a reimbursable expense, so it did not need to be separately approved and was already paid.

Mrs. Cheyney reported that Lori Yeich of DCNR expressed willingness to meet with the Consortium to talk about cooperating on the streambank restoration project for the section of the Quittapahilla just downstream of the dyke. The group expressed interest and Mr. Hoffman asked Mrs. Cheyney to invite Lori to one of the Governing Body's upcoming meetings.

Mr. Hoffman reported on the possible redevelopment of a parcel opposite the Dairy Queen just outside Cleona, noting that the redevelopment might address some stormwater issues.

Mr. Embich gave out his new e-mail address. He also reported that a bridge on Palmyra Bellegrove Road will be out of service probably for the same length of time as the Spruce Street bridge.

Ms. Grumbine reported that she had a conference call scheduled with Norfolk Southern for the following Monday. Mr. Embich reported that it appears Norfolk Southern will pay the bill they got from Annville Township. Ms. Getz reported they paid the City's bill. Ms. Grumbine asked if Met-Ed had paid their bill from South Lebanon, to which Ms. Yiengst replied they had. Mr. Long reported that 97-98% of the total revenue from North Cornwall's stormwater fee has been collected.

6. *Adjournment.* There being no further business, Chairperson Getz adjourned the meeting at 11:25am.

Respectfully submitted,
Tom Embich, Secretary

LEBANON COUNTY STORMWATER CONSORTIUM MINUTES

February 19, 2019
10:00am

Community Room
1220 Mifflin Street

A regular meeting of the Governing Body of the Lebanon County Stormwater Consortium was held on Tuesday, February 19, 2019 at 10:00am in the Community Room at 1220 Mifflin Street, Lebanon, Pennsylvania.

There were present:

Members:

Cheri Grumbine, North Lebanon Township
Tom Long, North Cornwall Township
Julie Cheyney, County Planning
Betsy Bowman, Redevelopment Authority
Nick Yingst, Annville Township

Tom Embich, Annville Township
Bryan Hoffman, Cleona Borough Authority
Dick Miller, North Lebanon Township
Jamie Yiengst, South Lebanon Township

Non-members:

Scott Rights, Steckbeck Engineering
Russ Collins, Doc Fritchey Trout Unlimited
Tracey Rash, Maher Duessel

Dan Lyons, Redevelopment Authority
Dan Cannistraci, Steckbeck Engineering

1. *Roll Call.* Vice Chairman Hoffman called the meeting to order at 10:02am and conducted roll call.
2. *Approve Minutes of the January 15, 2019 Meeting.* Vice Chairman Hoffman canvassed the Governing Body for corrections to the January 15th minutes. There being none, and upon a motion by Mr. Miller, which was seconded by Ms. Yiengst, the Governing Body unanimously approved the minutes of the January 15, 2019 meeting as presented.
3. *Financial Report.* Mr. Lyons presented the financial report for the month of January.
 - a. *Approve bill to be paid.* Mr. Lyons presented the bills to be paid which included the Redevelopment Authority, Steckbeck Engineering, Mette, Evans & Woodside, and Maher Duessel. In response to a question by Mr. Yingst, Mr. Lyons explained that the component of the financial report that shows how our cumulative expenses compare to budgeted amounts only includes expenses that have already been approved and paid and does not reflect the pending bills just presented. Upon a motion by Mr. Miller, which was seconded by Mr. Long, the Governing Body unanimously approved the bills to be paid as presented.
 - b. *Presentation of audit.* Tracey Rash of Maher Duessel introduced herself and walked the Governing Body through the audited financial statement and accompanying letter to management. She noted that her firm issued an unmodified opinion with no proposed adjustments, no difficulties, and no significant disclosures. Mr. Hoffman spoke to his experience with Maher Duessel, who has done the audits for the Housing and Redevelopment

Authorities for several years, noting that they are very thorough. Prompted by Mr. Long, Ms. Rash provided her business cards to Mr. Hoffman for circulation. Mr. Long asked if we would need to provide the audit to the awarding agencies for any grants we receive. Mr. Hoffman noted that we will provide the audit if it is requested.

4. *Business.*

- a. *Russ Collins from Doc Fritchey Trout Unlimited – report on Lower Snitz stream improvement project in North Cornwall Township.* Mr. Hoffman introduced Russ Collins, the president of the Doc Fritchey chapter of Trout Unlimited. Russ reported on a recently completed stream improvement project on a portion of the Lower Snitz Creek in North Cornwall Township. The project involved building up the stream bank and narrowing the stream from 35 feet to about 20-25 feet wide. He circulated photos of the project and answered questions from the Governing Body. Russ also reported on his upcoming projects and on a study done on Beck Creek for North Cornwall Township which is available for review on the website of the Quittapahilla Watershed Association.
- b. *Other business.* Mr. Hoffman reported on a recent Chamber of Commerce breakfast event he attended where he spoke to PA Representative Frank Ryan. Mr. Ryan indicated the state legislature is considering taking action against DEP on MS4 issues. Mr. Hoffman also reported on conversations with Russ Diamond and Bill Ames.

Mr. Yingst shared his feedback with the Governing Body concerning the response letter to DEP. He initiated a discussion among the members about removing the last sentence of the penultimate paragraph. Mr. Cannistraci reviewed the rest of the letter again with the Governing Body and answered questions from Ms. Yiengst.

Upon a motion by Mr. Miller, which was seconded by Ms. Yiengst, the Governing Body unanimously approved the revised letter to DEP with the deletion of the last sentence of the penultimate paragraph as discussed. Mr. Embich asked that all those who were copied on our previous letter to DEP be copied on this one as well.

Mrs. Cheyney provided an update on the potential development of a parcel on 422 and the stormwater implications of that development.

5. *Adjournment.* There being no further business, Vice Chairman Hoffman adjourned the meeting at 11:12am on a motion by Mr. Embich.

Respectfully submitted,
Tom Embich, Secretary

LEBANON COUNTY STORMWATER CONSORTIUM MINUTES

March 19, 2019
10:00am

Community Room
1220 Mifflin Street

A regular meeting of the Governing Body of the Lebanon County Stormwater Consortium was held on Tuesday, March 19, 2019 at 10:00am in the Community Room at 1220 Mifflin Street, Lebanon, Pennsylvania.

There were present:

Members:

Cheri Grumbine, North Lebanon Township
Tom Long, North Cornwall Township
Julie Cheyney, County Planning
Jamie Yiengst, South Lebanon Township

Tom Embich, Annville Township
Bryan Hoffman, Cleona Borough Authority
Betsy Bowman, Redevelopment Authority
Robin Getz, City of Lebanon

Non-members

Dan Lyons, Redevelopment Authority

Dan Cannistraci, Steckbeck Engineering

1. *Roll Call.* Chairperson Getz called the meeting to order at 10:00am and conducted roll call.
2. *Approve Minutes of the February 19, 2019 Meeting.* Chairperson Getz canvassed the Governing Body for corrections to the February 19th minutes. There being none, and upon a motion by Mr. Hoffman, which was seconded by Mr. Long, the Governing Body unanimously approved the minutes of the February 19, 2019 meeting as presented.
3. *Financial Report.* Mr. Lyons presented the financial report for the month of February.
 - a. *Approve bills to be paid.* Mr. Lyons presented the bills to be paid which included the Redevelopment Authority and Steckbeck Engineering. He noted that the group has spent more than the budgeted amounts for PRP revisions although not yet more than the contracted amount for that service. The group may have to entertain amending that contract with Steckbeck Engineering to account for the high volume of unforeseen work arising out of the mapping issue with DEP. Upon a motion by Ms. Yiengst, which was seconded by Ms. Grumbine, the Governing Body unanimously approved the bills to be paid as presented.
4. *Business.*
 - a. *Response letter to DEP.* Mr. Cannistraci reported to the group on why the response letter had not yet been sent to DEP. He explained that the south central regional office of DEP has reportedly arrived at a compromise position regarding the expanded planning areas that will slightly reduce the large increase in required load reduction the group is facing, although the central office has not endorsed the compromise. Mr. Cannistraci answered questions about the effect of this compromise on the group, noting that it will reduce the load reduction requirement by about 10-15% for a total increase of roughly 50% over what was included in the original PRP. He explained that

the group needs to decide if it will adjust the response letter to reflect this compromise position. Mr. Hoffman made a motion to update the letter to reflect the south central office's compromise; Mr. Embich seconded the motion and it carried unanimously.

- b. *Other business.* Mr. Cannistraci reported on a new grant opportunity through the PA Department of Community & Economic Development (DCED). It is for watershed improvement projects similar to the Sunoco Pipeline grant. He explained that two of the projects that were submitted for earlier grants but not funded would be eligible for this new grant and requested permission to submit them. The grant program stipulates a \$300,000 maximum request and requires a 15% match. Ms. Getz moved to authorize Mr. Cannistraci to pursue this grant opportunity with the two projects he mentioned; Mr. Embich seconded the motion and it carried unanimously.

Mr. Cannistraci reported on his ongoing efforts to obtain cooperation from property owners for basin retrofit projects. To date, the Lebanon Valley Economic Development Corporation (LVEDC) and Manor Care have expressed interest in cooperating, which would account for 5 of the 10 basin retrofits we want to complete this year. He reported that many of the other property owners are concerned about the burden of maintaining the installations and therefore hesitant to cooperate. He asked if there was something the group could offer to make these projects more appealing to the property owners. A discussion ensued about maintenance responsibilities. The consensus of the Governing Body was to assume no maintenance responsibility and to pursue only those projects with cooperative owners or with single owners for whom the stormwater fee credit is incentive enough to cooperate.

Mr. Embich spoke to the group about a group known as Public Justice and their modus operandi of suing NPDES permit holders for excursions under section 505 of the Clean Water Act. He reported that they have targeted the chicken plants in Fredericksburg and could potentially come after our member municipalities because we are also covered by the Clean Water Act.

Mrs. Cheyney reported that Lori Yeich of the Department of Conservation and Natural Resources will be attending our May meeting. Lori is reviewing our projects for possible standouts for grants and cooperation opportunities.

5. *Adjournment.* There being no further business, Chairperson Getz adjourned the meeting at 11:00am.

Respectfully submitted,
Tom Embich, Secretary

LEBANON COUNTY STORMWATER CONSORTIUM MINUTES

April 23, 2019
10:00am

Community Room
1220 Mifflin Street

A regular meeting of the Governing Body of the Lebanon County Stormwater Consortium was held on Tuesday, April 23, 2019 at 10:00am in the Community Room at 1220 Mifflin Street, Lebanon, Pennsylvania.

There were present:

Members:

Cheri Grumbine, North Lebanon Township	Dick Miller, North Lebanon Township
Tom Long, North Cornwall Township	Bryan Hoffman, Cleona Borough Authority
Betsy Bowman, Redevelopment Authority	Reba Donley, South Lebanon Township
Robin Getz, City of Lebanon	
Tom Embich, Annville Township (10:06am arrival)	

Non-members

Dan Lyons, Redevelopment Authority	Dan Cannistraci, Steckbeck Engineering
Scott Rights, Steckbeck Engineering	

1. *Roll Call.* Chairperson Getz called the meeting to order at 10:00am and conducted roll call.
2. *Approve Minutes of the March 19, 2019 Meeting.* Chairperson Getz canvassed the Governing Body for corrections to the March 19th minutes. There being none, and upon a motion by Mr. Miller, which was seconded by Mr. Long, the Governing Body unanimously approved the minutes of the March 19, 2019 meeting as presented.
3. *Financial Report.* Mr. Lyons presented the financial report for the month of March.
 - a. *Approve bills to be paid.* Mr. Lyons presented the bills to be paid which included the Redevelopment Authority and Steckbeck Engineering. He reported that the group's contract with Steckbeck for PRP preparation is not written on a "not to exceed" basis but rather on a time and materials basis with an estimated total cost. The group discussed this and determined that it is therefore not necessary to amend the contract in order to continue paying Steckbeck for services in excess of the estimate included in the contract.

Upon a motion by Mr. Miller, which was seconded by Mr. Hoffman, the Governing Body unanimously approved the bills to be paid as presented.

4. *Business.*
 - a. *Communication with DEP.* Mr. Cannistraci reported to the group on a glitch between SESI's and SSM's work in Annville with regard to the mapping. He said SSM would be resolving the issue that week after which point the PRP could be officially resubmitted. He said the letter the group has drafted would be sent to DEP together with the revised PRP. He reported that the new, final load reduction number is just under 750,000lbs, constituting roughly a 48%

increase over the original reduction requirement. Mr. Embich noted that the group has already begun chipping away at that additional reduction thanks to the project the City recently completed that was not part of the original BMP list.

- b. *Redwood Lane basin retrofit in North Lebanon.* Ms. Grumbine reported on her contacts with a Redwood Lane resident regarding improvements to a stormwater basin. The resident would like the Township to convert his dry pond to a wet pond which would earn credit for the Lebanon County Stormwater Consortium.

Upon a motion by Ms. Getz, which was seconded by Mr. Embich, the Governing Body authorized Steckbeck Engineering to ensure the landowner's cooperation and to prepare an estimate of the costs and associated load reduction numbers.

5. *Other business.* Mr. Cannistraci reported on another North Lebanon resident who reached out about a stormwater improvement activity. In this case, the landowner is willing to pay for the improvements himself but has requested that the Township provide the technical specifications. Mr. Cannistraci will provide them.

Mr. Cannistraci reported that he is working on submitting applications for the two grants he mentioned at last month's meeting, both of which are due May 31st.

Mr. Cannistraci reported on a failing stormwater basin on Southgate Drive in South Lebanon Township. The Township wants to correct the failure by putting in a slope to eliminate standing water. It is not a true retrofit project, but the Lebanon County Stormwater Consortium could get credit for doing the vegetation. The project is estimated at \$11,000 and the Township is asking if the Lebanon County Stormwater Consortium will consider purchasing the \$3,000 of grass seed in exchange for receiving reduction credits. Upon a motion by Mr. Miller, which was seconded by Mr. Hoffman, the Governing Body unanimously agreed to purchase the 320lbs of grass seed for the Southgate Drive project.

Ms. Getz reported that the City has received the delinquent list for stormwater fees and that PennDOT and Norfolk Southern didn't pay nor appeal their fees. Mr. Embich reported that he believes Norfolk Southern is paying their fee in Annville. Mr. Hoffman reported that almost everyone in Cleona has paid their fee, including the large shopping center.

6. *Adjournment.* There being no further business, Chairperson Getz adjourned the meeting at 10:33am.

Respectfully submitted,
Tom Embich, Secretary

LEBANON COUNTY STORMWATER CONSORTIUM MINUTES

May 21, 2019
10:00am

Community Room
1220 Mifflin Street

A regular meeting of the Governing Body of the Lebanon County Stormwater Consortium was held on Tuesday, May 21, 2019 at 10:00am in the Community Room at 1220 Mifflin Street, Lebanon, Pennsylvania.

There were present:

Members:

Cheri Grumbine, North Lebanon Township
Mike Wahmann, North Cornwall Township
Betsy Bowman, Redevelopment Authority
Robin Getz, City of Lebanon
Julie Cheyney, Lebanon County Planning

Dick Miller, North Lebanon Township
Bryan Hoffman, Cleona Borough Authority
Jamie Yiengst, South Lebanon Township
Tom Embich, Annville Township

Non-members

Dan Lyons, Redevelopment Authority
Lori Yeich, PA Dept. of Conservation & Natural Resources (DCNR)

Dan Cannistraci, Steckbeck Engineering

1. *Roll Call.* Chairperson Getz called the meeting to order at 10:06am and conducted roll call.
2. *Lori Yeich, Recreation and Conservation Manager with the Pennsylvania Department of Conservation & Natural Resources (DCNR).* Mrs. Cheyney introduced Lori Yeich to the Governing Body. Mrs. Yeich gave a slideshow presentation about the work she does at DCNR and the various grant programs and activities her office is involved in. She encouraged the group to consider expanding the scope of some of its projects to include recreation components in order to qualify for DCNR funding.
3. *Approve Minutes of the April 23, 2019 Meeting.* Chairperson Getz canvassed the Governing Body for corrections to the April 23rd minutes. There being none, and upon a motion by Mr. Miller, which was seconded by Mr. Hoffman, the Governing Body unanimously approved the minutes of the April 23, 2019 meeting as presented.
4. *Financial Report.* Mr. Lyons presented the financial report for the month of April. Mr. Embich asked about the fees being charged by Fulton. Mr. Hoffman said he would look into it.
 - a. *Approve bills to be paid.* Mr. Lyons presented the bills to be paid which included the Redevelopment Authority and Steckbeck Engineering. Upon a motion by Mr. Miller, which was seconded by Mr. Wahmann, the Governing Body unanimously approved the bills to be paid as presented.
5. *Business.*
 - a. *Pollutant Reduction Plan (PRP) resubmission.* Mr. Cannistraci reported that the revised PRP and accompanying letter were submitted to DCED on May 20th; he distributed copies of the letter. He reported that the final load

reduction number is 710,851 lbs. per year, representing an increase of about 40% over the original requirement. He noted that in municipalities where Steckbeck helped design the stormwater fees, appeals and credits are less than projected, providing a cushion in the budget to those municipalities.

- b. *Redwood Lane basin retrofit in North Lebanon.* Mr. Cannistraci reported on the Redwood Lane basin retrofit. At last meeting he had been asked to provide a cost estimate and load reduction estimate. He reported a cost estimate of \$50-60,000 and an estimated reduction of 8,400 lbs. of TSS per year. This equates to a range of \$6-7/lb. reduction, which he noted is satisfactory. He requested permission to proceed with the project.

Upon a motion by Mr. Miller, which was seconded by Mr. Embich, the Governing Body unanimously authorized Steckbeck Engineering to proceed with the Redwood Lane basin retrofit project.

- c. *E. Lehman Street/11th Avenue/Route 422 stream restoration project.* Ms. Grumbine and Mr. Cannistraci described a streambank widening and restoration project in the area of E. Lehman Street, 11th Avenue, and Route 422. Mr. Cannistraci noted that this project was included in the PRP but should be given a higher priority in light of the problems residents are experiencing. Mr. Cannistraci quoted a \$6.78/lb. figure and \$186,000 estimated project cost to be paid from the 2020 streambank restoration budget. He requested permission to proceed with additional design work ahead of the original schedule. Upon a motion by Mr. Hoffman, which was seconded by Mr. Miller, the Governing Body unanimously authorized Steckbeck Engineering to proceed with additional design work as requested.
- d. *Coleman Park issues.* Ms. Getz reported that Coleman Park in the City of Lebanon is having stormwater issues on its west side due to an increase in the volume of stormwater discharge from PennDOT. She said she would like to have Steckbeck explore a possible wetlands project to ameliorate the issues and possibly tie into work at Northwest Elementary. Mr. Miller moved to authorize Steckbeck to engage in a preliminary study to see what can be done at Coleman Park to rectify the stormwater issues on the west end. Mr. Hoffman seconded the motion and it carried unanimously.
- e. *Grant updates.* Mr. Cannistraci reported that the grant application for Lions Lake is nearly ready to submit and that he needs letters of support from the Lebanon County Stormwater Consortium and from County Planning. Mr. Miller moved to approve a letter of support from the Lebanon County Stormwater Consortium for the Lions Lake grant application. Mr. Wahmann seconded the motion and it carried unanimously.

Mr. Cannistraci reported that the Vo-Tech project isn't coming together and he hasn't been able to secure a letter of support from the LCCTC. DCED is telling him only to submit our best project, so unfortunately that one will be left out of the application.

6. *Other business.* Mrs. Cheyney reported that representatives from DEP will be at the County Commissioners' workshop on May 22nd at 1:30pm to discuss the WIP 3.

Mr. Hoffman said he would like the group to explore possible synergy between Cleona's portion of the large streambank restoration project and Cleona Park and elementary school, in light of Lori Yeich's presentation. Mr. Cannistraci reported that such synergy is already being looked at and that the project will be timed in order to apply for Lori's funding next year.

7. *Adjournment.* There being no further business, Chairperson Getz adjourned the meeting at 11:43am.

Respectfully submitted,
Tom Embich, Secretary

LEBANON COUNTY STORMWATER CONSORTIUM MINUTES

June 18, 2019
10:00am

Community Room
930 Willow Street

A regular meeting of the Governing Body of the Lebanon County Stormwater Consortium was held on Tuesday, June 18, 2019 at 10:00am in the Community Room at 930 Willow Street, Lebanon, Pennsylvania.

There were present:

Members:

Cheri Grumbine, North Lebanon Township
Bryan Hoffman, Cleona Borough Authority
Robin Getz, City of Lebanon
Julie Cheyney, Lebanon County Planning

Tom Long, North Cornwall Township
Jamie Yiengst, South Lebanon Township
Tom Embich, Annville Township
Nick Yingst, Annville Township

Non-members

Dan Lyons, Redevelopment Authority

Dan Cannistraci, Steckbeck Engineering

1. *Roll Call.* Chairperson Getz called the meeting to order at 10:00am and conducted roll call.
2. *Approve Minutes of the May 21, 2019 Meeting.* Chairperson Getz canvassed the Governing Body for corrections to the May 21st minutes. There being none, and upon a motion by Mr. Hoffman, which was seconded by Ms. Grumbine, the Governing Body unanimously approved the minutes of the May 21, 2019 meeting as presented.
3. *Financial Report.* Mr. Lyons presented the financial report for the month of May. Mr. Embich asked about the fees being charged by Fulton. Mr. Hoffman said he has scheduled a meeting with Fulton to discuss the fees.
 - a. *Approve bills to be paid.* Mr. Lyons presented the bill to be paid which was for the Redevelopment Authority's administration. Upon a motion by Ms. Grumbine, which was seconded by Ms. Yiengst, the Governing Body unanimously approved the bill to be paid as presented.
4. *Business.*
 - a. *Basin retrofit information sheet.* Mr. Cannistraci relayed the origin of the request for a basin retrofit information sheet and provided suggestions for what information such a sheet might contain. A lengthy discussion ensued concerning the content of the sheet, who the target audience would be, and how the information sheet might be used by the Consortium members. A consensus emerged for Mr. Cannistraci to prepare a draft information sheet to be provided to the Consortium members for use and distribution at their discretion and containing the following information: summary of the existing responsibilities of basin owners, instructions for proper maintenance of basins, and instruction to contact municipality for stormwater credit information.

- b. *Expansion of NCT streambank restoration BMP to tie into recreation improvements at Wengert's Park for DCNR money.* Mr. Long presented a large-scale project idea in North Cornwall Township involving the relocation of the 22nd Street Bridge that could possibly dovetail with efforts of the Lebanon Valley Rail Trail and the Lebanon County Stormwater Consortium. He requested a letter of support for the project from the Lebanon County Stormwater Consortium.

Upon a motion by Mr. Hoffman, which was seconded by Ms. Yiengst, the Governing Body unanimously approved a letter of support for the 22nd Street Bridge project.

- c. *Santana Swale Project.* Mr. Cannistraci presented the Santana Swale Project being undertaken by North Lebanon Township. He reported that the Lebanon County Stormwater Consortium can receive credit for the work the Township is doing even accounting for the additional baseline load amount that the project would bring if added to the group's Pollutant Reduction Plan (PRP). He reported it would achieve a net reduction of approximately 732lbs of TSS/year. After discussion, there was a motion by Mr. Long, which was seconded by Mr. Embich, to include this project in the PRP amendment to be submitted to DEP in September; the motion carried unanimously.
- d. *Grant updates.* Mr. Cannistraci reported that he has received questions from DCED on the Lions Lake grant application submitted in May, which he feels bodes well for the application.

Mr. Cannistraci and Ms. Getz reported that there may be an opportunity for inclusion of rain gardens in a multi-modal transportation grant application the City plans to submit to DCED in conjunction with a large street paving project of the City's. They noted that if the rain gardens can be worked into the application, the Lebanon County Stormwater Consortium would be asked to provide the required 30% match for that portion of the application. Mr. Cannistraci indicated he would provide an estimate for the rain garden portion of the work at the July meeting.

- 5. *Other business.* Mr. Long presented another possible project in North Cornwall Township where stormwater overflows might be remedied through streambank restoration. He reported that he is looking into the details and costs and that if there is a benefit to the Lebanon County Stormwater Consortium, he will recommend adding the project to the PRP. Mr. Cannistraci noted that there is a streambank restoration project in the PRP that ends where Mr. Long's proposed project would start, making it an extension of the Lebanon County Stormwater Consortium's planned work.

Mr. Lyons announced that the Lebanon County Stormwater Consortium's annual meeting will be held on August 20, 2019 at 1220 Mifflin Street at 10am. He said the annual meeting materials will be circulated to the Governing Body members at least a week prior to the meeting.

Ms. Getz reported that she was invited by the League of Cities to testify at a joint meeting of the PA House Environmental Resources and Energy Committees regarding navigating stormwater management and MS4 requirements. She reported she would be attending together with Mayor Sherry Capello to share her input and experiences with the Committees on behalf of the League of Cities.

6. *Adjournment.* There being no further business, Chairperson Getz adjourned the meeting at 11:06am.

Respectfully submitted,
Tom Embich, Secretary

LEBANON COUNTY STORMWATER CONSORTIUM MINUTES

July 16, 2019
10:00am

Community Room
1220 Mifflin Street

A regular meeting of the Governing Body of the Lebanon County Stormwater Consortium was held on Tuesday, July 16, 2019 at 10:00am in the Community Room at 1220 Mifflin Street, Lebanon, Pennsylvania.

There were present:

Members:

Cheri Grumbine, North Lebanon Township
Bryan Hoffman, Cleona Borough Authority
Robin Getz, City of Lebanon
Dick Miller, North Lebanon Township
Elizabeth Bowman, Redevelopment Authority

Tom Long, North Cornwall Township
Jamie Yiengst, South Lebanon Township
Tom Embich, Annville Township
Nick Yingst, Annville Township

Non-members

Dan Lyons, Redevelopment Authority
Scott Rights, Steckbeck Engineering

Dan Cannistraci, Steckbeck Engineering

1. *Roll Call.* Chairperson Getz called the meeting to order at 10:00am and conducted roll call.
2. *Approve Minutes of the June 18, 2019 Meeting.* Chairperson Getz canvassed the Governing Body for corrections to the June 18st minutes. There being none, and upon a motion by Mr. Miller, which was seconded by Mr. Long, the Governing Body unanimously approved the minutes of the June 18, 2019 meeting as presented.
3. *Financial Report.* Mr. Lyons presented the financial report for the month of June.
 - a. *Approve bills to be paid.* Mr. Lyons presented the bills to be paid which included the Redevelopment Authority's bill for administration in June for \$388 and four Steckbeck Engineering bills totaling \$7,564.55. Upon a motion by Mr. Miller, which was seconded by Mr. Hoffman, the Governing Body unanimously approved the bills to be paid as presented.
4. *Business.*
 - a. *Basin retrofit information sheet.* Mr. Cannistraci distributed a rough draft of the basin retrofit information sheet and reviewed its contents with the Governing Body. Mr. Embich recommended that language be added to encourage the use of bee-friendly vegetation. Ms. Getz requested that the readers be directed to their municipality if technical issues are encountered with regard to maintenance. Mr. Cannistraci agreed to make the suggested edits and to make the information sheet available to the Consortium members as a Word document for easy editing.

- b. *Project MOUs.* Mr. Cannistraci circulated and reviewed a sample Memorandum of Understanding (MOU) designed to serve as a preliminary commitment between property owners and the Consortium or host municipality. The group discussed what entities should be parties to the agreement and whether the MOU contained sufficient disclaimers to protect the Consortium.

Upon a motion by Mr. Miller, which was seconded by Mr. Embich, the Governing Body unanimously authorized the Administrator to contact Mette, Evans & Woodside for legal advice on whether or not the Consortium should become a legal entity for contracting and insurance purposes and for feedback on the draft MOU.

- c. *Grant updates.* Mr. Cannistraci passed out drawings of the City's streetscape project and spoke to the possible inclusion of rain gardens in the project. He reported that if the group is willing to provide the 30% match, the City would include up to four rain gardens in its Multimodal Transportation Fund (MTF) application to the Department of Community & Economic Development. The benefits of the project would be greater in terms of visibility and public/political support than pure load reduction efficiency.

Upon a motion by Mr. Miller, which was seconded by Mr. Hoffman, the Governing Body unanimously approved providing proportional matching funds for the inclusion of up to four rain gardens, estimated at \$15,300 (of match), in the City's MTF grant application to DCED.

5. *Other business.* Ms. Yiengst reported that South Lebanon Township received permission from FEMA to plant 275 trees on a vacant Kiner Avenue lot this fall.

Ms. Getz reported on her testimony at a joint meeting of the PA House Environmental Resources and Energy Committees regarding navigating stormwater management and MS4 requirements. She reported that DEP was criticized for inconsistency by multiple witnesses and will be called to testify before the committees at a later date.

6. *Adjournment.* There being no further business, Chairperson Getz adjourned the meeting at 10:59am.

Respectfully submitted,
Tom Embich, Secretary

LEBANON COUNTY STORMWATER CONSORTIUM MINUTES

August 20, 2019
10:00am

Community Room
1220 Mifflin Street

The annual meeting of the Governing Body of the Lebanon County Stormwater Consortium was held on Tuesday, August 20, 2019 at 10:00am in the Community Room at 1220 Mifflin Street, Lebanon, Pennsylvania.

There were present:

Members:

Robin Getz, City of Lebanon
Bryan Hoffman, Cleona Borough Authority
Tom Embich, Annville Township
Betsy Bowman, Redevelopment Authority
Tom Long, North Cornwall Township

Cheri Grumbine, North Lebanon Township
Julie Cheyney, County Planning
Jamie Yiengst, South Lebanon Township
Dick Miller, North Lebanon Township

Non-members:

Dan Cannistraci, Steckbeck Engineering
Karen Raugh, Redevelopment Authority

Gabbie Barger, Redevelopment Authority

1. *Roll Call.* Chairperson Getz called the meeting to order at 10:00 am and conducted roll call.
2. *Approve Minutes of the July 16, 2019 Meeting.* Chairperson Getz canvassed the Governing Body for corrections or revisions to the minutes of the July 16th meeting. There being none, she entertained a motion for the approval of the minutes. Upon a motion by Mr. Miller, seconded by Mr. Embich, the Governing Body unanimously approved the minutes of the July 16, 2019 meeting as presented.
3. *Financial Report.* Ms. Bowman reviewed the monthly cash flow statement and the bank statement.
 - a. *Approve bills to be paid.* Ms. Bowman presented a bill from Mette, Evans & Woodside for \$2,310 and two bills from Steckbeck Engineering totaling \$2,162 for payment. Upon a motion by Mr. Miller, seconded by Mr. Hoffman, the Governing Body unanimously approved the bills to be paid.
4. *Annual Business.* Mr. Cannistraci provided an overview of the majority of the annual business items.
5.
 - a. *Vote on BMP Projects to fund for 2020.* Mr. Cannistraci reported that the same basin retrofits approved for 2019 will be funded in 2020 with the \$200,000.
 - b. *Changes/Revisions to Annual Action Plan.* The Annual Action Plan with a proposed progress schedule was presented by Mr. Cannistraci who highlighted sections.

- c. *Presentation and approval of Financial Report.* Mrs. Raugh presented the Financial Report and entertained questions.
- d. *Presentation and approval of Progress Report.* Mr. Cannistraci presented the Progress Report that was prepared by Dan Lyons.
- e. *Presentation and approval of Budget.* Ms. Bowman presented the Budget for 2020 with \$396,250 of projected expenditures and asked for questions and comments.
- f. *Presentation and approval of Annual PRP Report.* Mr. Cannistraci presented and explained the portion of the Annual PRP Report relevant to the Consortium's efforts. The municipalities will submit this report to DEP along with their other reporting requirements.
- g. *Establish dates for meetings in 2020.* Ms. Bowman reviewed the proposed meeting dates for 2020, all of which fall on the third Tuesday of the month in keeping with the current practice.

Chairperson Getz suggested that all Annual Business items be voted on together because of the interconnection. Upon motion by Mr. Miller, seconded by Mr. Hoffman, the Governing Body unanimously approved all Annual Business as presented.

6. *Regular Business.*

- a. *Quittapahilla Watershed Association Funding Request.* Mr. Cannistraci presented a request from QWA for \$5,531 to purchase six streamflow monitoring stations for data collection. Following discussion, upon motion by Mr. Miller, seconded by Mr. Hoffman, the Governing Body unanimously approve the QWA request of \$5,531 to purchase the monitoring stations.
- b. *Mette, Evans & Woodside letter.* The Administrator was instructed to contact the law firm for advice on whether or not the Consortium should become a legal entity. The letter was discussed with Atty. Smida's recommendation to form a municipal authority. No action was taken with the possibility of having the attorney attend a future meeting.
- c. *Other business.* None.

7. *Adjournment.* There being no further business, Chairperson Getz adjourned the meeting at 11:16am.

Respectfully submitted,
Tom Embich, Secretary

LEBANON COUNTY STORMWATER CONSORTIUM MINUTES

September 17, 2019
10:00am

Community Room
1220 Mifflin Street

A regular meeting of the Governing Body of the Lebanon County Stormwater Consortium was held on Tuesday, September 17, 2019 at 10:00am in the Community Room at 1220 Mifflin Street, Lebanon, Pennsylvania.

There were present:

Members:

Robin Getz, City of Lebanon
Kerry Rohland, Cleona Borough Authority
Tom Embich, Annville Township
Betsy Bowman, Redevelopment Authority
Tom Long, North Cornwall Township

Cheri Grumbine, North Lebanon Township
Julie Cheyney, County Planning
Jamie Yiengst, South Lebanon Township
Dick Miller, North Lebanon Township
Nick Yingst, Annville Township

Non-members:

Dan Cannistraci, Steckbeck Engineering

Dan Lyons, Redevelopment Authority

1. *Roll Call.* Chairperson Getz called the meeting to order at 10:00 am and conducted roll call.
2. *Approve Minutes of the August 20, 2019 Annual Meeting.* Chairperson Getz canvassed the Governing Body for corrections or revisions to the minutes of the August 20th annual meeting. There being none, she entertained a motion for the approval of the minutes. Upon a motion by Mr. Miller, seconded by Mr. Long, the Governing Body unanimously approved the minutes of the August 20, 2019 annual meeting as presented.
3. *Financial Report.* Mr. Lyons reviewed the monthly cash flow statement and the bank statement.
 - a. *Approve bills to be paid.* Mr. Lyons presented bills from Mette, Evans & Woodside, Steckbeck Engineering, and the Redevelopment Authority for a total of \$12,449.25. Upon a motion by Mr. Miller, seconded by Mr. Embich, the Governing Body unanimously approved the bills to be paid.
4. *Business.*
 - a. *Set the 2020 Annual Contribution amount.* Mr. Lyons asked the group to establish the 2020 Annual Contribution amount at 25% of the original 5-year, \$5 million estimate, or \$1,250,000. Upon a motion by Mr. Miller, which was seconded by Mr. Long, the Governing Body unanimously established the 2020 Annual Contribution amount as requested at \$1,250,000.
 - b. *Grant updates.* Mr. Cannistraci reported there has been no word on the Lions Lake application. The tree planting in South Lebanon will happen next month at no cost to the group, he reported. He also informed the Governing Body

that the Sunoco penalty grant will be structured on a reimbursement basis, being drawn down after work is completed.

5. *Other business.* Mr. Cannistraci reviewed some final revisions that were made to the annual PRP report and indicated he would circulate the final report to the group by e-mail. Similarly, he presented a finalized version of the BMP information sheet and agreed to circulate it by e-mail to the members for use at the discretion of each municipality.

Mr. Cannistraci informed the group that he drafted a letter to the Quittapahilla Watershed Association requesting that they share with us the data gathered by the stream monitoring equipment we helped fund as well as the analysis of the data they will perform. Mr. Miller moved to accept the letter as drafted; the motion was seconded by Mr. Embich and carried unanimously.

Ms. Grumbine presented a request for a contribution from the Lebanon County Stormwater Consortium toward the cost of the Elias Avenue project in North Lebanon Township for which the Consortium can take credit for roughly 700 pounds of pollutant reduction. She described the project and noted that the Township would pay the legal costs itself. Ms. Getz moved to contribute \$1,421.33 for the end wall and grass portions of the Elias Avenue project; the motion was seconded by Mr. Long and carried unanimously.

Mrs. Cheyney presented a proposal from a firm called RES, a “turnkey” stormwater project provider. A discussion ensued about the firm and the type of work they do. Chairperson Getz vocalized the consensus of the group that there was no need for RES to come to a Governing Body meeting at this time.

Mr. Cannistraci reported that the basin retrofit projects will be going out to bid either late this year or early next year, but that the work would definitely be taking place in 2020. He also noted that the grant-funded retrofits in South Lebanon have to happen next year.

In response to a question by Ms. Yiengst, Mr. Lyons reported that the invoices for the 2020 Annual Contribution would go out in mid-November and be due by February 28, 2020.

6. *Adjournment.* There being no further business, Chairperson Getz adjourned the meeting at 10:42am.

Respectfully submitted,
Tom Embich, Secretary

LEBANON COUNTY STORMWATER CONSORTIUM MINUTES

October 15, 2019
10:00am

Community Room
1220 Mifflin Street

A regular meeting of the Governing Body of the Lebanon County Stormwater Consortium was held on Tuesday, October 15, 2019 at 10:00am in the Community Room at 1220 Mifflin Street, Lebanon, Pennsylvania.

There were present:

Members:

Robin Getz, City of Lebanon
Bryan Hoffman, Cleona Borough Authority
Tom Embich, Annville Township
Betsy Bowman, Redevelopment Authority

Cheri Grumbine, North Lebanon Township
Julie Cheyney, County Planning
Jamie Yiengst, South Lebanon Township
Tom Long, North Cornwall Township

Non-members:

Dan Cannistraci, Steckbeck Engineering
Liz Feinberg, CalVan Environmental

Dan Lyons, Redevelopment Authority

1. *Roll Call.* Chairperson Getz called the meeting to order at 10:00 am and conducted roll call.
2. *Approve Minutes of the September 17, 2019 Meeting.* Chairperson Getz canvassed the Governing Body for corrections or revisions to the minutes of the September 17th regular meeting. There being none, she entertained a motion for the approval of the minutes. Upon a motion by Mr. Embich, seconded by Ms. Grumbine, the Governing Body unanimously approved the minutes of the September 17, 2019 regular meeting as presented.
3. *Financial Report.* Mr. Lyons reviewed the monthly cash flow statement and the bank statement.
 - a. *Approve bills to be paid.* Mr. Lyons presented bills from Steckbeck Engineering and the Redevelopment Authority for a total of \$5,424.25. Upon a motion by Mr. Embich, seconded by Ms. Grumbine, the Governing Body unanimously approved the bills to be paid.
4. *Business.*
 - a. *Ratify vote on letter of support for Doc Fritchey.* Mr. Lyons asked the group to ratify the vote taken by e-mail to provide a letter of support for an application by the Doc Fritchey Chapter of Trout Unlimited to the PA Fish and Boat Commission for stream restoration work along Bachman Run. Following a motion by Mr. Embich which was seconded by Mr. Long, the Governing Body unanimously ratified the vote on the letter of support.
 - b. *Grant updates.* Mr. Cannistraci reported that the Lions Lake application was unsuccessful. He recommended tying the shoreline restoration work to a recreational improvement at Lions Lake in order to apply for a DCNR grant

as Lori Yeich had encouraged the group to do. Mr. Hoffman moved to proceed with such a pursuit; the motion was seconded by Mr. Long and carried unanimously.

Mr. Cannistraci next reported that Memoranda of Understanding (MOUs) will be sent to seven owners of existing basins to attempt to secure their cooperation for retrofit work. He is now turning his attention to the North 11th Avenue and Coleman Park projects. He asked the Governing Body to consider putting money in the budget for these projects since the current budget only has \$200,000 for basin retrofit projects in it.

- c. *Liz Feinberg, NFWF Field Liaison Contractor.* Liz Feinberg introduced herself and explained her role as a field liaison contractor for the National Fish and Wildlife Foundation (NFWF). She spoke to the group about NFWF's Small Watersheds and Innovative Nutrient Sediment Reduction grant programs. She answered questions about her work and provided advice to the Governing Body in securing grants and in obtaining the cooperation of the Army Corps of Engineers where necessary.

5. *Other business.* Mr. Hoffman asked if there was any reason to believe DEP's approval of the PRP is coming soon to which Mr. Cannistraci replied negatively.

Mr. Lyons asked the Governing Body how they would like to see the budget divided and accounted for with regard to design and engineer costs for BMPs other than streambank restoration and basin retrofits. It was suggested that a line item for "other improvement projects" be added to the budget to include such things as the Elias Avenue project and the purchase of streambank monitoring equipment for the Quittapahilla Watershed Association.

Ms. Grumbine reported that trees were planted at Lions Lake by the Lebanon Valley Conservancy.

6. *Adjournment.* There being no further business, and upon a motion by Mr. Hoffman, Chairperson Getz adjourned the meeting at 11:24am.

Respectfully submitted,
Tom Embich, Secretary

LEBANON COUNTY STORMWATER CONSORTIUM MINUTES

November 19, 2019
10:00am

Community Room
1220 Mifflin Street

A regular meeting of the Governing Body of the Lebanon County Stormwater Consortium was held on Tuesday, November 19, 2019 at 10:00am in the Community Room at 1220 Mifflin Street, Lebanon, Pennsylvania.

There were present:

Members:

Robin Getz, City of Lebanon
Tom Embich, Annville Township
Nick Yingst, Annville Township

Cheri Grumbine, North Lebanon Township
Reba Donley, S Leb Twp (10:06am arrival)
Tom Long, North Cornwall Township

Non-members:

Dan Cannistraci, Steckbeck Engineering
Scott Rights, Steckbeck Engineering

Dan Lyons, Redevelopment Authority
Kensey Principe, Redevelopment Authority

1. *Roll Call.* Chairperson Getz called the meeting to order at 10:00 am and conducted roll call.
2. *Approve Minutes of the October 15, 2019 Meeting.* Chairperson Getz canvassed the Governing Body for corrections or revisions to the minutes of the October 15th regular meeting. There being none, she entertained a motion for the approval of the minutes. Upon a motion by Ms. Grumbine, seconded by Mr. Long, the Governing Body unanimously approved the minutes of the October 15, 2019 regular meeting as presented.
3. *Financial Report.* Mr. Lyons reviewed the monthly cash flow statement and the bank statement. Ms. Getz and Mr. Cannistraci reviewed the budget categories.
 - a. *Approve bills to be paid.* Mr. Lyons presented bills from Steckbeck Engineering and the Redevelopment Authority for a total of \$4,035.75. Upon a motion by Mr. Embich, seconded by Mr. Long, the Governing Body unanimously approved the bills to be paid.
4. *Business.*
 - a. *Engineer's update(s).* Mr. Cannistraci provided a progress update on BMP projects noting that he expects the basin retrofits will be bid in February or March. He is working on preliminary plans and conducting site visits for the streambank restoration projects. He reported that trees were planted on Keiner Avenue in South Lebanon at no cost to the Consortium and will provide roughly 200 pounds of reduction credits to the group. A LebTown article was brought up that reported on a tree planting effort at the VA, the Palmyra Sports Club, and Lions Lake. In response to the article, Mr. Cannistraci indicated that he would look into the VA activity to see if the Consortium can obtain credits for the work.

Mr. Yingst reported that streambank repairs were underway at the Quittapahilla Creek Nature Park and would be finished this week.

Mr. Cannistraci spoke about DCNR's annual grants and reported that he, Manager Grumbine, and Assistant Manager Lori Books attended Lori Yeich's grant kickoff presentation and they would be meeting with Lori at Lions Lake on December 10th to discuss the shoreline restoration project there. The application would be due April 22nd, 2020.

Mr. Cannistraci relayed his interest in possibly pursuing the NFWF INSR grant we learned about from Liz Feinberg at last month's meeting which could be used for easement acquisition and landowner outreach. The grant application would be due in May, 2020 and Mr. Cannistraci would seek Governing Body approval by January.

Lastly, Mr. Cannistraci reported that he contacted Scott Arwood of DEP regarding the group's PRP. All Scott was able to say was that he has our PRP and it is pending.

5. *Other business.* Ms. Getz relayed the contents of an e-mail from Julie Cheyney on floodplain management.

Mr. Yingst asked to set the meeting dates for 2020. In discussion, the group agreed to keep the third Tuesday of every month as the designated meeting date and to continue meeting at 10am and at 1220 Mifflin Street. Upon a motion by Mr. Yingst, which was seconded by Ms. Grumbine, the Governing Body unanimously approved the 2020 meeting dates as presented and the advertisement of the same.

Mr. Yingst moved to cancel the December meeting provided there is no business ("if the way be clear", in his words); the motion was seconded by Mr. Long and carried unanimously.

Mr. Lyons reported that invoices for the 2020 Annual Contributions were mailed out in accordance with the stipulated November 15th deadline; contributions are due by February 28, 2020.

Mr. Lyons informed the group he had received a NFWF climate change survey invitation from Liz Feinberg and would forward it to anyone interested.

Mr. Lyons introduced Kensey Principe, the recently hired Modernization Coordinator for the Housing Authority who will spend some of his time working on Redevelopment Authority business, including the work with the Lebanon County Stormwater Consortium.

6. *Adjournment.* There being no further business to come before the Governing Body, Chairperson Getz adjourned the meeting at 10:31am.

Respectfully submitted,
Tom Embich, Secretary

LEBANON COUNTY STORMWATER CONSORTIUM MINUTES

December 17, 2019
10:00am

Community Room
1220 Mifflin Street

A regular meeting of the Governing Body of the Lebanon County Stormwater Consortium was held on Tuesday, December 17, 2019 at 10:00am in the Community Room at 1220 Mifflin Street, Lebanon, Pennsylvania.

There were present:

Members:

Robin Getz, City of Lebanon
Tom Embich, Annville Township
Nick Yingst, Annville Township
Bryan Hoffman, Cleona Borough Authority
Dick Miller, North Lebanon Township

Cheri Grumbine, North Lebanon Township
Jamie Yiengst, South Lebanon Township
Tom Long, North Cornwall Township
Julie Cheyney, County Planning

Non-members:

Dan Cannistraci, Steckbeck Engineering
Scott Rights, Steckbeck Engineering

Dan Lyons, Redevelopment Authority
Kensey Principe, Redevelopment Authority

1. *Roll Call.* Chairperson Getz called the meeting to order at 10:00 am and conducted roll call.
2. *Approve Minutes of the November 19, 2019 Meeting.* Chairperson Getz canvassed the Governing Body for corrections or revisions to the minutes of the November 19th regular meeting. Mr. Lyons proposed revising section 4(a) of the minutes at the request of Ms. Grumbine to clarify that both she and her assistant manager, Lori Books, were also in attendance at Lori Yeich's kickoff meeting and would be meeting with her at Lions Lake. Upon a motion by Mr. Miller, seconded by Mr. Hoffman, the Governing Body unanimously approved the minutes of the November 19, 2019 regular meeting as revised.
3. *Financial Report.* Mr. Lyons reviewed the monthly cash flow statement and the bank statement. He explained that the bills approved at the November meeting were paid in December. He also noted the expense for the audit by Maher-Duessel and requested the group's input on whether to accept the charge and use Maher-Duessel for the audit or to procure a different auditor. Upon a motion by Mr. Miller and seconded by Mr. Embich, the Governing Body unanimously approved the Maher-Duessel audit charge.
 - a. *Approve bills to be paid.* Mr. Lyons presented bills from Steckbeck Engineering for a total of \$5,083.00. Upon a motion by Mr. Miller, seconded by Mr. Hoffman, the Governing Body unanimously approved the bills to be paid.
4. *Business.*
 - a. *Engineer's update(s).* Mr. Cannistraci read the letter from DEP approving the group's joint PRP. He explained how the permit cycle will play out for this term and subsequent ones. There was discussion concerning whether DEP's approval of the PRP amounted to an acceptance or approval of the group's

approach to meeting the additional reduction requirements born out of the remapping effort.

- b. *Project Oak stormwater improvements.* Mr. Cannistraci distributed a map of proposed stormwater improvements in the area around Project Oak and Valspar and provided context for the possible involvement of the Lebanon County Stormwater Consortium in the project. Mr. Rights provided additional background information on the land development timeline. A significant discussion ensued about the advantages and disadvantages of the two basin options and how each option might address the stormwater issues in the area and benefit the Consortium members. A motion was made by Ms. Getz to authorize Steckbeck Engineering to do preliminary designs for both basin options and seconded by Mr. Miller. More discussion followed after which Ms. Getz amended her motion to authorize Steckbeck to do preliminary design work on option 2 in coordination with the County working on option 1; her amended motion was seconded by Mr. Miller and carried unanimously.
5. *Other business.* Mrs. Cheyney reported that regarding the state's WIP3, DEP has money to have a coordinator for Lebanon County and that the Conservation District is taking the lead on that. They are looking to contract with Land Studies to do a plan and then hire a coordinator at the end of 2020 or beginning of 2021.
6. *Adjournment.* There being no further business to come before the Governing Body, Chairperson Getz adjourned the meeting at 10:56am.

Respectfully submitted,
Tom Embich, Secretary