

OPEQUON CREEK PROJECT TEAM, INC.  
MINUTES OF THE MEETING  
July 10, 2007

Meeting held at: James Rumsey Technical Institute, 6:00 p.m.  
Facilitator: Alana Hartman, Potomac Basin Coord., WV Dept. of Environmental Protection

Present: Mary Beth Bennett, Dr. Alan Collins (WVU), Richard Demoske, Ron Gunderson, John Jacko, Sharon Lee, Jim Lawrence, Jason Lucey (WVDHHR), Scott Rodeheaver (WVDHHR), Gary and Diane Sylvester, Bill Toomey (WVDHHR), Sherry Wilkins (DEP), Bill Zinner

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**Red type is for action items.**

6:05 p.m. Meeting opened by Alana Hartman. Introductions.

**Financial Report:** Alana Hartman reported there is a balance of \$143.90 in the Stream Partners Grant and that \$125.00 is dedicated to paying fecal monitoring costs (July samples). After this expense, the balance will need to be used. Alana suggested postage for Sandra to keep on hand, but encouraged other ideas for next meeting. Gary Sylvester reported that the monies from the March/April 2007 rain barrel workshop, which have now been transferred from PH RC & D to OCPT's new bank account, (\$1,455.22) is to be used to pay for the costs of the June 23, 2007 workshop. The total cost for the June rain barrel workshop was \$2,201.72 and we made \$1,300.00 from sales during the workshop and in a follow-up sale to two people that couldn't make the date. Figures from the OCPT's account are:

|                                  |                    |                   |
|----------------------------------|--------------------|-------------------|
| <b>Open Account (donation)</b>   | <b>\$ 80.00</b>    |                   |
| <b>Transfer from PH RC&amp;D</b> | <b>\$ 1,455.74</b> |                   |
| <b>Cost for workshop</b>         |                    | <b>\$2,201.72</b> |
| <b>Sales of rain Barrels</b>     | <b>\$ 1,300.00</b> |                   |
| <b>WV State Tax Department</b>   |                    | <b>\$ 25.00</b>   |
| <b>Printing of Checks</b>        |                    | <b>\$ 24.32</b>   |
| <b>Balance in Account</b>        | <b>\$ 584.70</b>   |                   |

**Minutes of the Meeting** Ron Gunderson made a motion to approve and accept the Minutes of the June 12, 2007 Meeting, as emailed to all team members. Sharon Lee seconded the motion and all present voted yes to pass the motion.

**Upcoming Events:**

1. Next meetings Aug 14 (conference room of James Rumsey) and Sept 11
2. Stream cleanups July 14 (Tuscarora: Stephen house parking lot at 8:00 am) and July 21 (Opequon: Stone Bridge at 9 am)
3. Berkeley Comm. Pride recycling July 21 9:00 to 100 (agenda was wrong)
4. Oct. 17<sup>th</sup> (a Wed during the day) Smart Growth Conference at Martinsburg Holiday Inn, Paris Glendening keynote speaker.

**New Business:**

1. (6:15) Team members have been in contact with Olde Berkeley Co. Gardening Club, exploring possibility of a future partnership on a project. A proposal was made by Gary Sylvester and

seconded by Ron Gunderson to have Alana contact the club to see what type of activity and partnership they may be interested in. Motion carried. **Alana will call the president, Judy Collison. Alana will also ask her about Orchard View Middle School's string of rain gardens and how progressing.**

2. Discussed George's proposal that we start making an annual report/newsletter to share with public and partners (Opequon Yearly). Many in the group felt this was a great idea. It could be written easily from website excerpts if we do a good job of keeping up the website. Will be a good press release type item for local papers – entice them to do an article about OCPT when the report is released. **Tabled until future meeting.**
3. Bedington UMC youth float trip on Opequon: OCPT will not be the sponsor/host, but Alana will appear as guest to invite those present to participate in our future events, learn about what we do, etc. It was suggested to bring along a rain barrel to show them, and possibly bring paints so they can decorate one or two? Discussed the possibility to sell/donate barrels. No decision as to what to do with the barrels or now.
4. Berkeley County and City of Martinsburg are MS4 communities. The MS4 permit will be up for reissuance in March of 2008, and DEP will be asking for public comment. It will include language recommending smart growth and low impact development techniques, so we should educate ourselves about these concepts and comment when the time comes. **Sherry will provide a copy of Berkeley County's plan that they submitted,** which they are now required by law to follow through with. Two of the 6 components are public education and outreach, and public involvement?? **Alana will talk to Tracy Ball about the plan.**
5. The following information was included in a paper to be discussed and voted on by the membership during the August meeting. Please review:
  - a. Amendment One to the Bylaws of Opequon Creek Project Team: The President, at his/her discretion, may request an electronic (EMAIL) vote of the Board of Directors on matters requiring action before a regularly scheduled meeting when in his/her judgment, voting at a regularly scheduled meeting of the Board of Directors would not be responsive to the action being voted on. This type of voting should be exception rather than the rule and Directors shall respond to such a request with a ye or nay vote while other comments may be added. The President shall file with the Secretary copies of all emails sent and received in the conduct of any electronic vote. A ye vote of a majority of the Directors shall be required for the acceptance of the motion by electronic voting.

#### **Old Business:**

1. Watershed Celebration Day 11/3/07 at Lakeview Resort in Morgantown – Registration is now online: [www.wvca.us/wvwn/wccd\\_registration.cfm](http://www.wvca.us/wvwn/wccd_registration.cfm).
2. Tax exempt filing: Potomac Headwaters has received our letter requesting that they cover the cost of applying. Alana reported for Sandra that the forms are almost ready to submit. Our goal is to be nonprofit by December 31, 2007 so we can accept tax-deductible donations!
3. Website address now changed; see [www.opequoncreek.org](http://www.opequoncreek.org) to watch it take shape.
4. (6:40) Reviewed visit we had from Jeff Lape, director of Chesapeake Bay Program, on 6/13. Article was posted in the Journal and Alana passed around a copy for everyone to look at. Also sent a copy of a WV Public Radio article done the same day. This information was sent to DEP and others.

#### **Project Updates/Discussion:**

1. Richard Demoske said that there was concern about Asian plants on sale in EBAY. Concerns about invasive plants. Also that the Park Service has a person (Wink Hastings) that they send out

to talk to organizations that might be good to have come talk to us. This also led to a discussion concerning Technical Assistance for capacity building by the River Trails and Conservation Group. **Consider applying for this grant next year?**

2. A report that the rain garden looks good and a hope that we get some rain soon. The buffer plantings look good but some Ailanthus re-grew and needs to be **treated with Crossbow, a stronger herbicide**. It was reported that War Memorial Park has said that we can order the plants and they would pay when they arrive. Discussion was that this is not the time to do it and we should revisit in the fall. Also John Jacko reported that he has been watering his buffer planting (the pump works fine) and that there appears to be little deer damage. He reports just 17% mortality of trees.
3. Dr Alan Collins reported on the Mill Creek Survey Results. He was impressed with the 51% response rate and also that 50% of the respondents wanted more information. (Detailed report was given out to the membership). A total of 20 responses provided contact information in order to be informed about future activities of the OCPT. Richard added that there is a farm for sale on Mill Creek at 81. He is wondering if there is something that could be done to help protect it. This led to a discussion that the OCPT needs to start a list of possible projects that we can use in the future as we look for things to do and prioritize. E.g. is the information available to have a map of all the lands that are slated for development, or maybe where sale is pending, so that OCPT can attempt to influence the new use of the land? **To help us make contacts in Mill Creek, Dr. Collins will send us the list of responses linked to names of the respondents**. One more Mill Creek possibility: use Bunker Hill Antiques parking lot/park area for an awareness event about rain barrels, LeFevre Spring, and other watershed issues. Need someone to volunteer to coordinate that if we want to do it. New SP grant would have outreach funds. Maybe turn it into an artsy-type event with rain barrel painting activity?
4. The monitoring went well on June 16th. We don't have the final report yet but **Alana will provide the link to the Web Page to see it on the internet when it is done**. Diane Sylvester went to a monitoring event on Back Creek on the same day and it also went well. Discussed that there are several sources for the equipment that is used in the sampling.
5. Coliscan supplies are running low. Gary and Diane will split their remaining equipment and get to Mary and Sharon. Discussion was that we need to share the results. That is what is being done but not ready yet. The Coliscan monitoring results from Virginia are being compiled by Virginia Tech students and will eventually be presented.
6. Jim Lawrence reported a September target for the Targeted W-shed Grant partnership meeting. Also they are planning a workshop on low impact development. Another study that is part of this grant is looking at "barriers to implementation" of BMPs.
7. Rain barrels. The workshop went well and we continue to get follow up inquiries for barrels. Bill videoed the instruction at the workshop and Sherry would like a copy if it is on a CD. Gary will sell them out of this house as we get requests. There was a discussion that the Berkeley Co PSSD would like to have a flyer to hand out to customers concerning rain barrels. A motion was made by Ron Gunderson that the cost of the barrels should now be raised to \$65 with a \$5 discount if they have the PSSD discount, and was seconded by Sharon Lee. Voted on and was passed. **Alana will provide the flyer to PSSD**. Other ways to advertise: WRNR radio talk show, flea market held at James Rumsey each year, City of Martinsburg water department, and website.
8. Revisiting the planned July 21 cleanup – **Alana will send invitations to 1) people interested in canoeing/kayaking list, 2) Mill Creek respondents, and 3) the regular OCPT e-mail list**.
9. Report on the Opequon mainstem "TEAM" survey assessment, which is now finished. Alana will work with her intern to try and put pictures together and sort by type for future work along the main stem of the Opequon. This will help in planning projects, but just how it will do so should be discussed at a future meeting.

10. Sharon mentioned that the Berkeley County Fair grounds might make a good place to put a rain barrel as a demonstration. Mary Beth made the motion to donate and set up a barrel at the Fair Grounds. John Jacko seconded the motion and it passed . Gary can set it up and Mary Beth will coordinate with Fairgrounds.
11. Briefly discussed booth -tabletop display opportunities. Alana will provide rain barrel flyer to Master Gardeners for their booth at Berkeley Co Youth Fair.

8:05 pm. Gary Sylvester motioned that the meeting be adjourned . It was seconded by Diane Sylvester. Meeting adjourned.

Minutes prepared by Alana Hartman, facilitator, and Gary Sylvester, treasurer

Minutes posted at [www.wvnet.org/wvts\\_imp.htm](http://www.wvnet.org/wvts_imp.htm)