

OPEQUON CREEK PROJECT TEAM, INC.
MINUTES OF THE MEETING
September 3, 2008

Meeting held at: P.S.S.D. Conference Room, Edwin Miller Blvd., Martinsburg, WV
Facilitator: Alana Hartman, Potomac Basin Coord., WV Dept. of Environmental Protection

Present: Sandra Bernardi, Mary Beth Bennett, George Snider, Mary Palmer, Diane and Gary Sylvester, Ron Gunderson, Richard Demoske, Chris & Kristen Butcher, Demi Lewin, Bill Zinner, Bonnie Stubblefield

6:00 Introductions: Meeting opened by Alana Hartman

Financial Report: The treasurer reported as of 09/03/08 there is \$3,531.70 in the general Fund, \$1,846.31 in the 2007/2008 Stream Partners grant fund, \$2,500.00 in the Freeman Grant fund and \$5,000.00 in the 2008/2009 Stream Partners Grant fund for a total account balance of \$12,878.01. There was a brief discussion concerning the Stream Partners funded CVI maps for the Tuscarora Creek watershed George brought for team review and critique. The remaining balance in the 2007/2008 grant cannot be determined until OCPT finds out the actual cost of these maps from CVI. Alana is to request that bill.

Minutes of the Meeting: George Snider made a motion to accept and approve the OCPT August 06, 2008 Minutes of the Meeting as emailed to members for review. Ron Gunderson seconded the motion and all members voted to pass the motion.

Upcoming Events:

Next meetings:

10/01/08

11/05/08

09/13/08 Demi and Lucian Lewin cleanup on the Tuscarora Creek

09/13/08 Berkeley Community Pride, paper pick up day at Quad Graphics parking lot

09/17-09/18 Growing Communities on Karst 2008 Workshop, NCTC

09/27/08 Winchester Streams Cleanup, etc. 8:30am, Jim Barnett Pk.

10/02-10/05 Chesapeake Watershed Forum, NCTC, Shepherdstown, register at <http://www.acb-online.org/ChesForum08.cfm>

10/04/08 Berkeley Community Pride, roadside cleanup day

10/17-10/18 Mountain State Apple Harvest Festival, OCPT exhibit

10/18/08 Junior Naturalist, NCTC

10/25/08 Conley tree planting

11/01/08 Watershed Celebration Day, Charleston, WV

New Business:

1. Demi Lewin presented information concerning a Tuscarora Creek cleanup day to be held on the Lewin property Sept. 13, 2008, 8:00-11:00 am. The property is approximately 1 ½ miles west of Martinsburg at 8055 Tuscarora Pike. She said there would be balloons and signs to mark their driveway entrance and that parking was available alongside the driveway and around the house. Volunteers are to bring boots, gloves, water, sunscreen, insect repellent, grabbers or rope and lots of energy. For more information call 263-7905.
2. Sandra mentioned the Martinsburg Journal Newspaper press did cover the August Opequon Creek clean up.
3. Alana encouraged team members to attend the upcoming Karst Workshop, Chesapeake Watershed Forum and the Watershed Celebration Day events.

Old Business:

1. There was some discussion concerning the 2007-2008 Stream Partner Grant fund balance. Sandra Bernardi was concerned that after paying CVI for the Tuscarora Creek maps there would be adequate money left to buy a display board. She also reminded the team that receipts are due Stream Partners by 09/30/08 so this money must be accounted for by then.
2. The August 16, 2008 OCPT Opequon Creek cleanup was successful; 14 people participated and a trailer full of trash was collected during the event. Alana reported the August 30, 2008 fun float trip was also successful and ended with a great picnic. The team wished to thank George and Joyce Snider for their wonderful hospitality.
3. PHRC & D accounting question from last meeting, wherein they reported at a board meeting that they gave \$5,000 to OCPT. George and Alana to follow up with previously discussed Opequon Creek assessment reporting.
4. The treasurer reported a credit card might be secured by OCPT. This card would be used by team members to order and purchase items instead of using their own personal credit card. The team agreed for the treasurer to proceed and make application to secure one.
5. The team addressed a current bylaw specifying an OCPT business check must be endorsed by two officer signatures. The Treasurer and President report it is difficult to meet outside of meetings to co-sign a check. George Snider made a motion to amend the bylaws to allow checks to be signed by one officer having written concurrence by another officer. Ron Gunderson seconded the motion. Mary Palmer stated her concern of trust, in light of several recent local non-profit extortion scandals, in a future unknown officer who might have a check signing position. The

treasurer will provide a written monthly report of expenditures for general review and will provide written concurrence for a check upon request. All members present voted to accept the motion to make bylaw change. Mary Palmer stated the record should show she voted no to the bylaw change. It was also announced that the current vice-president has not signed a bank signature card and the treasurer agreed to provide a card for him to sign at the next meeting. Sandra Bernardi agreed to provide a bylaw amendment for the change in check endorsements.

6. Alana reported she is working on the rain garden video and Kilmer Springs rain garden dedication sign and that both of these items would be paid out of the \$20,000 rain garden grant fund. She said she had been experiencing computer technical problems exchanging information necessary for the graphics. There was a question if OCPT could apply for an extension to use all of the funds that remain in the grant account and a general discussion of what to do with any remaining funds. It was agreed to table decisions until Alana finds out if we can get an extension and find out how much money is left in the grant.
7. George Snider reported he had received an answer to his letter of March 25, 2008 to Mike Zeto, Chief Inspector, WVDEP Environmental Enforcement requesting that fines levied and received for sewer treatment plant infractions be used to finance watershed restoration projects. Mike Zeto answered his office will consider implementing such a request if OCPT submits a list of projects, prioritized with costs. George suggested 1) that such projects be mainstem Opequon and 2) that the list be financially tiered according to the amount of money received. A suggestion by a team member included requesting funds to pay for monitoring sites to prove a project is working. Alana stated Rebecca MacLeod has been asked to work on the Opequon Creek assessment and may be able to help put a list together. George to follow up with Rebecca and Alana.
8. Tuscarora Creek watershed maps ordered from CVI have been received and were available at the meeting to view. OCPT had asked for two types, topo and digital, but Alana needs to review the order to verify what was actually requested. Several team members found the maps confusing and contained some errors.

Project Updates

1. Mill Creek monitoring program update. Several members recently met with Jim Lawrence to determine which sites to monitor on Mill Creek and helped Jim form a list of possible locations. Alana passed out a map and a list from Jim of possible sites in the watershed and the rationale for their selection. Jim states it will cost about \$1,000 lab fees per year, per site and the list contains 20 sites. To date, he has received \$6,000 in grants for this project. Jim is asking for OCPT help with funding and critique of the site selections. George Snider is in the process of requesting funds from the Conservation District and possibly P.S.S.D. in help cover this expense. Alana stated that WVDEP might

be willing to pay for 3-4 of the sites located near the mouth of Mill Creek since this is related to the 319 project. The team discussed how many sites are really necessary and if they could be prioritized or related to specific projects. Bonnie Stubblefield volunteered to address these issues in an email to Jim for the team.

2. Alana is weighing options of benthic sampling training, to satisfy 319 requirements at the Conley Natural Stream Restoration site. She also said Kirsten from CVI has located rocks for this project in Hagerstown, but needs to find a way to get them hauled.
3. Alana reported she is preparing for Mill Creek's 319 grant projects and is having another meeting for the watershed local residents and interested people. This meeting will outreach; explain septic programs, seek local funding match, etc.
4. George Snider stated he would bring an OCPT liability insurance policy to the next regular meeting.
5. George Snider made a motion to adjourn the meeting, Bonnie Stubblefield seconded the motion, all present voted to accept the motion and meeting was adjourned.

Meeting Adjourned at 8:00 pm.

Minutes of the Meeting prepared by Mary Palmer, Secretary, OCPT, Inc.

Minutes posted at: <http://www.opequoncreek.org>