

OPEQUON CREEK PROJECT TEAM, INC.
MINUTES OF THE MEETING
October 1, 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, Bob Schnably (NRCS), George Snider, Mary Palmer,
Ron Gunderson, Richard Demoske, Bill Zinner, Sharon Lee, Bonnie Stubblefield

6:00pm: Meeting opened by Alana Hartman

Financial Report: No financial report was given.

Minutes of the Meeting: Bonnie Stubblefield made a motion to accept and approve the OCPT September 03, 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 regular meetings:

11/05/2008

12/03/2008

10/02-10/05 Chesapeake Watershed Forum, NCTC, Shepherdstown,
(Alana reports class is full)

10/16/2008 Possible planning meeting, Water Quality Workshop, Eastern
Panhandle Conservation District, Sara Wuertenberg

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

10/18/2008 Junior Naturalist, NCTC

10/25/2008 Conley tree planting

10/27-29 Eastern Coalfield Watershed Training Series, Canaan Valley
Resort, Davis, WV

10/28/2008 Northern Shenandoah Water Conference, (Water Quality &
Policy), to register call Jill Keihn, 540-636-8800

11/01/2008 Watershed Celebration Day, Charleston, WV

11/01/2008 Berkeley Community Pride, Roadside cleanup day.

New Business:

1. W.V. Division of Forestry, is applying for a \$100,000 grant that will be utilized for pass through grants to watershed associations and other groups of the Potomac River tributaries. The grants will be used to fund projects such as riparian buffer plantings, invasive plant removal, water monitoring, increasing canopy cover, etc.

The grant money will be administered by the USDA Forest Service and would begin in July of 2009. After team discussion, it was agreed that OCPT president would send a letter of OCPT support for this grant that may be appended to the application.

2. Alana briefly discussed the watershed priority list that WV's Natural Resources Conservation Service (NRCS) has supposedly adopted. Bob Schnably was not yet aware of this. Alana reported it includes Opequon Creek Watershed and a few others in the eastern panhandle, plus a few in the Potomac Valley area. It would not make any more funds available in those places for agricultural cost-share, but it would help applicants from those areas to be considered with a higher ranking than applicants elsewhere.
3. Richard Demoske reported a historic bus tour of Gerrardstown area sites is planned by The Berkeley County Historical Society and will include the Conley property. All seats have been sold for this October 4th tour. Richard and other citizens hope this tour will help raise concerns about the proposed brick plant/shale pit operation on North Mountain.
4. Richard Demoske and Alana both reported on having contacted Faith Christian Academy in Martinsburg, Richard regarding their role as a stakeholder in the watershed, and Alana regarding their May 1, 2009 "Labors of Love" volunteer community service day.

Old Business:

1. It was reported that Gary Sylvester and Sandra Bernardi have completed the final report for the Stream Partners Grant and that there is a balance of \$200. It was agreed, after team discussion, that OCPT will buy food for the Conley buffer planting volunteers and then rollover any remaining funds to the 2008-2009 grant fund.

Alana brought the CVI (redone) Tuscarora Creek Watershed maps for view by the team members and reported the total cost of the maps would be around \$950, (already calculated in the above balance).

2. Alana reported the Baltimore Street/Kilmer Springs Rain Garden dedication sign design layout has been sent to the W.V. Correctional Institute for manufacturing.

Alana reported that Paul Shirley, a Martinsburg, W.V. video-editor, is preparing a rain garden video from photos, Bill Zinner's video and a rough script that was supplied to him from OCPT members. He expects to have a rough draft completed within 2 weeks for members to review.

Alana reported that the 319 AGO grant (Kilmer Springs Rain Garden) report deadline is extended past the September 30, 2008, but is not yet sure of new deadline. Alana will draft the "final" report, due by 10/31/2008.

3. Tim Craddock has agreed to offer Benthic macro invertebrates/ Save Our Streams Level II Monitor training on November 7 and 8th, 2008. It was suggested that this training be held at Torytown Run & Mill Creek, in Bunker Hill. The purpose of the training is to enable Alana and OCPT to collect samples before and after Mill Creek stream restoration projects, and have them accepted by EPA. Alana will provide more information, (by email), for members interested in having this training.

4. Amendment Four to the OCPT Bylaws was introduced to the team for voting.

Article VIII – Policy, Section 4: Finances

B. All checks, drafts, and other orders of funds shall require a signature by one officer with written concurrence for the expenditure by another officer. The signature and the concurrence shall not be from two members within the same household.

Ron Gunderson made a motion to adopt the amendment on October 1, 2008. George Snider seconded the motion and the majority of team members voted to pass the motion.

5. George Snider reported that he questioned Rebecca Macleod about the March 2008 Potomac Headwaters RC & D report that showed OCPT received \$5,321. OCPT Treasurer has no record of receiving this amount in 2007. Rebecca replied they were holding the funds in their account during the report time period from the Stream Partners Grant to support their “project” which was OCPT. OCPT did receive the Stream Partners Grant money from them, but they can not be a pass-through agent and reported the funds as a “project” on their report to comply with IRS rules.

George reported that he and Sandra Bernardi met with Doug Arndt of Arndt McBee Insurance Company to procure liability insurance for OCPT. Doug Arndt stated that volunteer team members and event participants (also considered OCPT volunteers and members) are not covered for injury sustained to them. The general liability insurance policy will cover something damaged by team volunteer members such as if a team member caused a tree to fall and the tree damaged property. George did find a Federal Volunteer Protection Act that has the intent to protect non-profit association volunteers against lawsuit, but it too has loopholes and does not protect OCPT team members and volunteers in the event of a personal injury claim sustained during an OCPT event. After team discussion, it was decided that all event participants must sign a release waiver and general release waivers may be kept on record for members for all OCPT activities. It was also determined that George is to ask OCPT pro-bono attorneys if this act is still viable. Richard Demoske suggested that Lucian Lewin might possibly be approached for free legal advice in this matter. The team agreed that OCPT does need the general liability insurance policy to cover any damage to property that a member or volunteer may cause and authorized George to obtain this policy for a cost of approximately \$250/per year.

Project Updates

1. Mill Creek monitoring program update. It was determined that Jim Lawrence has not answered Bonnie Stubblefield's email (sent mid-September) questioning the amount of sites on Mill Creek Watershed, (currently Jim has 20 sites listed), in need of monitoring at a cost of \$1,000 per year/per site. It was agreed that a meeting with Jim should be held to discuss the sites in further detail in an attempt to reduce the total amount of funds needed for this project.

Bill Zinner made a motion to adjourn the meeting, Mary Palmer 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](http://www.opequoncreek.org)