

# Middle James Roundtable Steering Committee Meeting

MINUTES

NOV 16 2018

10AM-2PM

VARINA LIBRARY

MEETING CALLED BY	Betty McCracken, Chairperson
TYPE OF MEETING	Quarterly Meeting
NOTE TAKER	Liz Chudoba
ATTENDEES	Olivia Hall (Henrico), Betty McCracken (Monacan SWCD), Amber Ellis (JRA), Jonet Provost-White (RVA DPU), Mark Williams (Luck Stone), Kathleen Ogiliviy (DOF), Lindy Durham (Henrico), Lorne Field (Chesterfield), Lindy Durham (Henrico), Sharon Conner (HCSWCD), Liz Chudoba (ACB), Nancy Drumheller(CVWMA)

## Agenda topics

FISCAL UPDATE

LINDY DURHAM

DISCUSSION	<p>To date we have spent ~\$5,400 of the \$13,000.</p> <ul style="list-style-type: none"> <li>• First time we have spent all the soil test voucher money</li> <li>• Website is more expensive than expected – constant contact increased the rate unexpectedly</li> <li>• Educational signs – need to follow up with Meredith, Lorne's sign came in under budget</li> <li>• Lorne had a reschedule his stenciling day due to weather – 20 storm drains</li> <li>• Pet Waste – will be spent by the end of the year.</li> </ul> <p>Donation from HCSWCD</p> <ul style="list-style-type: none"> <li>• Used to pay for the food for the annual meeting</li> </ul>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

ELECTIONS

ALL

DISCUSSION	<p>Open Positions:            Chair: Nancy Drumheller nominated and seconds. All voted, no nays.            Vice-Chair: Lorne Field nominated and seconds. All voted, no nays.            Secretary: Amber Ellis nominated and seconds. All voted, no nays.            Treasurer: Olivia Hall nominated and seconds. All voted, no nays.</p> <p>Discussion to form a grant committee to help the chair write the grant: Kathleen, Lorne, Sharon are willing to join.</p>		
CONCLUSIONS	<p>All voted and the executive committee next year will be:            Chair: Nancy Drumheller            Vice-Chair: Lorne Field            Secretary: Amber Ellis            Treasurer: Olivia Hall</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

DEQ GRANT 2018  
DELIVERABLE REPORT

BETTY MCCRACKEN

DISCUSSION	CBF did not install their rain garden in Petersburg, this money was divided up: <ul style="list-style-type: none"> <li>• Lorne took the rain garden money and the extra funds from his sign for more stencils</li> <li>• Pet waste stations</li> <li>• Soil vouchers</li> </ul>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

2019 DEQ GRANT  
DELIVERABLE REQUESTS

DISCUSSION	2019 Grant amount: \$13,500 Deliverables: <ul style="list-style-type: none"> <li>• Powhatan schools storm drain stencils (34)</li> <li>• Henrico library storm drain stencils (16)</li> <li>• Chesterfield storm drain stencils (17)</li> <li>• J Sarg. Reynolds rain garden sign – Betty</li> <li>• Website/constant contact/Lindy time</li> <li>• Soil test vouchers</li> </ul> Additional funding potential for WIP III publicity: <ul style="list-style-type: none"> <li>• DEQ is offering \$800 to host meetings for the public on the WIP III public comment process.</li> <li>• Draft WIP will be available in April and comments would be due in mid-June 2019.</li> </ul> Discussion: <ul style="list-style-type: none"> <li>• Conflict of interest for MS4 personnel to facilitate meetings</li> <li>• Can we just post the meetings on the MJRT website and send it out in the newsletter?</li> <li>• Can invite someone back to the annual meeting to give an update on the WIP process?</li> <li>• Should not ask for funds</li> <li>• MJRT committee is not knowledgeable enough about the topic to educate the public</li> <li>• Could potentially add a note on soil test voucher kits about the WIP</li> </ul> Motion: don't take the \$800 to host public meetings, but we can put something on our website and newsletters with links to more information on DEQ website. Mark has seconded motion. All in favor.		
CONCLUSIONS	The MJRT will not take the \$800 to host public meetings, but we can put something on our website and newsletters with links to more information on DEQ website.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
	Respond to Susan with the different ways we will advertise	Lindy	
	Update the website to advertise the process		

ANNUAL MEETING REVIEW

BETTY MCCRACKEN

DISCUSSION	Registration: <ul style="list-style-type: none"> <li>• 25% of the people who registered did not show up</li> <li>• Only about 20 people went to the social</li> </ul> Discussion: <ul style="list-style-type: none"> <li>• Charge \$10 for a ticket in order to cover the cost of food and to get people to come when they register.</li> </ul>		
CONCLUSIONS	Charge \$10 for a ticket in the future, proceeds will cover the cost of food for the meeting.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

FUTURE SC MEETINGS

BETTY

<b>DISCUSSION</b>	Next meeting in January- <ul style="list-style-type: none"> <li>Proposed to have it the 24<sup>th</sup></li> </ul> Location suggestion: <ul style="list-style-type: none"> <li>Henrico theater</li> <li>Mechanicsville Library</li> <li>Chesterfield Library (north courthouse road)</li> <li>Old historic church/Keith Cable's system – possibly for April meeting</li> <li>Richmond has a meeting space</li> </ul>		
<b>CONCLUSIONS</b>	Next meeting January 24 <sup>th</sup> , location TBD.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Follow up on the Henrico Theater to see if that is available	Lindy/Olivia		

FUTURE EXECUTIVE COMMITTEE MEETINGS

BETTY

<b>DISCUSSION</b>	Fulfilled quota for 2018 meetings. In 2019, exec meetings will meet right before steering committee meetings.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

ROUND ROBIN

ALL

<b>DISCUSSION</b>	Nancy: <ul style="list-style-type: none"> <li>They are having issues with people not recycling properly, they have a contest to win a \$250 gift card for taking a recycling survey.</li> <li>Have events all over this Saturday for doc shredding and household waste.</li> </ul> Mark: <ul style="list-style-type: none"> <li>Luck Stone opened two new quarries in South Carolina and Georgia.</li> <li>Goochland Parks RiverFest was a success. A couple eagle scouts have done some projects for the parks, they made some picnic tables and benches. Goochland green day in the spring and a clean up in the fall.</li> </ul> Lorne: <ul style="list-style-type: none"> <li>November 30<sup>th</sup> is the rescheduled storm drain stenciling event at 10am. Meet in front of the chesterfield county community development building and will spread out in teams from there.</li> <li>Eagle Scout has done a storm drain marking project where his troop installed 237 markers.</li> </ul> Liz: None Amber: <ul style="list-style-type: none"> <li>Received VEE grant for \$1.6M for a buffer program in the James, will be offered as an alternative to CREP. Will be hiring a person for this job that will be based in Scottsville, will post for the job soon.</li> <li>Were invited to submit a NFWF grant for additional buffer coalition. Buffer planting coming up in November 27/28 in Albemarle County. November 30<sup>th</sup> doing a tree planting in Lynchburg.</li> <li>Received a DEQ 319 grant to do bioretentions at Richmond public libraries.</li> <li>Copies of the Richmond region native plant guide are being printed and need to be distributed. A digital copy would also be available.</li> <li>Gave some money to "floor of the James" who took pictures of native plants and created a coloring book from it.</li> </ul> Jonet:
-------------------	--

	<ul style="list-style-type: none"> <li>• Have a new position to fill Gay's role, Jennifer Clark (from REI), who should be starting December 10<sup>th</sup>.</li> <li>• Had a meeting with the office of Multicultural Affairs, who will be translating their stormwater flyer into 6 different languages.</li> <li>• Want to create a Girl Scout badge for outreach.</li> <li>• Drain art program, ramping up looking for locations. Drains have to meet certain criteria – pretty good condition and in a highly populated area. Looking into Northside MacArther in Bellevue, Manchester, Scotts Addition/Diamond, Oregon Hill, Church Hill.</li> </ul> <p>Kathleen:</p> <ul style="list-style-type: none"> <li>• Seedlings store opens on Monday.</li> <li>• Cynthia will be expanding her range and they are hiring a new person, Molly Oliddy, who will be more focused on Richmond. VA trees for clean water grant taking applications until February 1, 2019.</li> </ul> <p>Sharon:</p> <ul style="list-style-type: none"> <li>• District is in a rebuilding mode, hiring a full time admin person (current admin/ed person is going full time to education). Will be advertising in January/February.</li> <li>• HCSWCD is being sued.</li> <li>• VCAP funding increased from DEQ by \$750k and they are expecting another increase of \$750k, they are also looking into a NFWF grant for additional funds. They are pushing for state funding for VCAP so they can hire a permanent position.</li> <li>• WIP Process – pushing to address equines, so have been part of a new equine committee that just started and will meet in December to try and generate equine BMPs.</li> <li>• Redeveloping their MWEE program and have the VA Public Training Center as the new MWEE facility.</li> </ul> <p>Lindy:</p> <ul style="list-style-type: none"> <li>• Envirothon season is here, they hosted an Envirothon workshop and have 3 new teachers as mentors this year. They are in need of Tech in Agriculture people to help out.</li> </ul> <p>Olivia:</p> <ul style="list-style-type: none"> <li>• Henrico just got their MS4 DEQ inspection report back</li> <li>• Have an MS4 Engineering Tech positions open – flexible schedule for folks who are taking classes, etc.</li> <li>• Have a design engineer position open</li> <li>• Have an Assistant Director position open</li> <li>• Working on the Cobbs Creek Restoration Project</li> </ul>		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

Meeting Adjourned!