***SWMAC Meeting 2/12/15***

Present: Regina, Heather, Joe, Maya, Charles, Paul (temporary secretary), Steve Norcini

Absent: Paige

***Meeting notes***

Minutes from Dec. 2014, January 2015 approved by voice vote with no changes

***Public comment***

*Chip Layfield* – Mr. Layfield expressed concern that projects such as the West Wayne Preserve and completion of the Middle School (MS) stormwater project and associated backyard Best Management Practices (BMPs) program are not being given higher priority, given that there have already been significant investments of township time, resources and financing to pursue these projects. Mr. Layfield inquired as to the disposition of the funds designated for the backyard BMPs portion of the approved MS project. A detailed accounting of the MS and backyard BMP funds that were approved by the Commissioners previously was requested. Mr. Layfield provided a newspaper article about the MS project. Mr. Layfield also asked about the West Wayne Preserve agenda item slated for this meeting. It was explained that the presentation had been delayed until additional funding information is available. Mr. Layfield also discussed the severity of the stormwater problems experienced in the Little Darby Creek portion of the watershed including flooding and property damages.

*Gail Guthlein* – Ms. *Guthlein* discussed the severity of the flooding on Banbury Way at Francis Avenue, including flooding of homes and vehicles, and the presence of children during these events. Ms. *Guthlein* has submitted videos to Steve Norcini which will be presented at a future committee’s meeting.

In follow up to Mr. Layfield’s comments, Maya asked that the committee be provided with an accounting of how the original $1.72 million that was approved for the comprehensive middle school project was spent – what was spent on what stormwater actions, are there reserve funds from the originally approved amount that would be available for completion of the approved project.

***Residential incentives program***

Paul, on behalf of incentives/credits subcommittee, presented a draft cover letter to the BOC, a proposed flyer, and a proposed application document for the residential stormwater management incentive program. Joe explained to the public the SWMAC approach to divide fee payers into Single Family Residential (SFR), who can be the recipient of incentives designed to encourage better stormwater practices, and Other Developed Properties (ODP) properties who can be the recipients of user fee credits to support implementation of more significant stormwater solutions. SFR incentives were the focus of this meeting.

Joe proposed setting a 5% cap on residential incentives cost; this would amount to an estimated $50K per year. There was agreement that this was a reasonable first year goal with the need to reassess in 2016.

There was discussion on the importance of documenting the volume reduction and water quality benefits of the program to the greatest degree possible. Committee members agreed this was an important objective, but also recognized that there could be challenges in doing so with some of the incentivized activities. The educational value of a number of the approaches was recognized.

Mr. Layfield, during public comment, suggested a 3-year “sunset clause” after which a resident could reapply for an incentive.

The Committee reviewed each of the incentive options posed for discussion on draft documents.

Incentives to be included:

*Rain barrels – unanimous agreement to include*

* Easy to track
* Want to incentivize at lesser value than rain garden
* Agreed should be minimum 45 gallon
* Agreed limit should be 2 rain barrels per SFR

*Rain garden -- unanimous agreement to include*

* High SWM value – both volume and quality benefits. Also have high habitat and aesthetic values.
* Important to provide minimum specifications and implementation guidance. Minimum size and recommended plantings should be included in specifications.
* Educational value - helps homeowners learn about stormwater issues

*Cistern -- unanimous agreement to include*

* Joe described his application
	+ Water from neighbors drains across yard to cistern instead of pooling on lawn
	+ $100 materials cost + weekend of work
* Important to provide minimum specifications and implementation guidance.

*Stormwater diversion -- unanimous agreement to include*

* Divert downspout rainwater to garden or lawn instead of driveway or street
* Simple, inexpensive

Potential Future Incentives:

*Swales*

* Do NOT include on application
* Requires a high level of guidance for successful implementation

*Trees*

* Do NOT include on application
* *Support for implementing a tree giveaway program instead was unanimously supported*
* Work with Tree Commission to make a joint effort to be part of tree give-away next year
* SWMAC contribution could be trees and shrubs that are most beneficial from a stormwater perspective and that are well suited for streamside and/or wetland planting
* Trees provide volume and infiltration improvement, shading for creek, erosion protection, and educational opportunities

*Permeable pavement*

* Do NOT include on application
* Requires inclusion of infiltration elements to be successful – requires expertise
* Revisit in a future year

Committee discussed the value and pitfalls of requiring period inspection of installed systems and providing a level of certification that they still functioning as intended and agreed to continue to work towards finalizing proposal while we awaited the appointment of the stormwater administrator who could provide additional assistance and input once appointed.

***Stormwater Administrator (SWA) selection***

A motion was made by Maya to recommend to BOC that Radnor Township accept the proposal from CH2MHill for SWA position. Joe seconded.

Reasons for recommending and supporting the appointment of CH2MHill included:

* Has experience in other communities with designing and implementing user free programs.
* CH2MHill has experience with Radnor Township stormwater issues, specifically within the Ithan Creek watershed including work on the Radnor Middle School stormwater management system and the Wayne Business District Master Plan.
* Willing to build on experience they have in other municipalities but not take a cookie-cutter approach.
* The many perspectives provided by the CH2MHill personnel present at the last SWMAC meeting which included the key staff in the GIS, Project Engineer and Planner roles.
* Proposal included identifying Radnor’s specific needs and ensuring they were used to inform creation and implementation of Radnor’s program.
* Stated goal and willingness to phase out their involvement as consultant over time by creating a self-sufficient program that the Township could oversee, manage and implement with limited consultant assistance.

Joe thanked both AMEC and CH2MHILL for their proposals. Motion approved unanimously.

It was noted that the initial cost will be $128K. Steve was asked how long it would take, after BOC approval, to put the SWA in place. He said the person could be in place a couple weeks after BOC approval, dependent on the execution of the professional services agreement.

***New Business***

* Steve explained that all RFP requests must go through the Board of Commissioners and that any cost exceeding $7,500 requires BOC approval, however, he can request cost proposals from a consultant without an RFP. All grant applications must also be approved by the Board of Commissioners. Any expense exceeding $25,000 requires a sealed bid (except professional services).
* Regina made motion to request a cost proposal from CH2MHill for the Ithan Creek watershed assessment. Joe seconded. Building upon pre-existing knowledge, data and experience members of the CH2MHill team have was seen as of great value – both for reducing the preparation time and the costs associated with undertaking this work identified as a high priority need of the committee. Committee approved unanimously.
* Steve announced a lecture on “Sustainable Landscape Management”, sponsored by Chester Ridley Crum Watersheds Association, to be held on March 8th at the Penn State Brandywine Campus, Tomezsk Auditorium, at 2:00 PM.
* Regina reiterated the importance of creating a grants subcommittee that included both SWMAC members and interested members of the public.

***Second Public Comment***

Mr. Layfield commented that the one-time incentive seemed restrictive, suggesting instead a 3-year window after which residents could re-apply for incentives. Mr. Layfield also asked about the letter sent with SW Fees this year. He asked if it had been approved or discussed by committee or approved by commissioners. Heather explained that draft had been shared with the committee and the BOC president via an email. Maya requested that in the future committee communications be placed on the committee’s agenda, be subject to discussion at a public meeting, and then be formally approved via resolution prior to being advanced to the BOC or the public in order to allow for full committee review, dialogue and input.

Next SWMAC meeting date: March 12th, 7 PM

***Action Items for next meeting***

* Township staff to provide to committee an accounting of the money approved for the Middle School infiltration system and associated backyard BMPs
* News clipping about Middle School SWM to be included in meeting minutes
* Forward video of flooding at Banbury Way/Francis Ave intersection to SWMAC – Has been forwarded to the Chair prior to the meeting. Due to the file’s size, the photos and videos will be presented at an upcoming meeting for the public and the entire committee to view.
* Prepare memo to present at BOC March 9th or 23rd meeting proposing CH2MHill as Radnor Stormwater Administrator. Heather to prepare draft for committee members review.
* Revise incentive application – Credits/Incentive subcommittee
	+ Decide which incentive project types require specifications; for those project types, develop specifications
	+ Consider one-time vs. periodic SFR incentives
	+ Decide about inspections for cisterns, stormwater diversion