**RSPC Quarterly Meeting – August 26, 2020**

The Regional Stormwater Partnership of the Carolinas Quarterly Meeting was held as a virtual meeting via Zoom on August 26, 2020 from 12:05 – 2:14 pm.

**Attendance RSPC Members:**

Joseph Alm – Gaston County Natural Resources Department

Scott Attaway - Lowell

Ray Allen - Statesville

David Caldwell – Mecklenburg County

Chris Costner - Monroe

Sharnelle Currence – Charlotte

Ellen Dowling - Monroe

Franklin Gover – China Grove

Jason Green - Ranlo

Danon Lawson – Gastonia

Nick Lynch - Mooresville

Marissa Meltzer - Mooresville

Craig Miller - Charlotte

Bill Trudak - Dallas

Ashton Walker - Mooresville

Josh Watkins - Cramerton

**Attendance Facilitator Members:**

Regina Guyer – Rising Solutions, PLLC

Kari Raburn – Rising Solutions, PLLC

Gina Ratajc – Rising Solutions, PLLC

Daisha Williams – NC AmeriCorps

**Opening of Meeting – Chris Costner**

* Meeting called to order at 12:05 pm by Chris Costner
* Welcome to new members – Gaston County and Town of Ranlo. Jason Green, Ranlo, and Joseph Alm, Gaston Co, are present.
* Members were asked to share what their municipalities are doing during the pandemic.
  + Monroe has been back in the office since late June.
  + Charlotte is mostly working from home – got CAREs act money and are using it to prepare for the future.
  + Mecklenburg County working from home.
  + Cramerton working 2 days a week in office and at home 3 days week.
  + Gaston County has rotating schedules some in the office with office closed to public. Dallas at work but taking precautions not to share.
* Quorum established.

**Secretary Report – Gina Ratajc**

* Gina Ratajc provided a review of meeting minutes from May 6, 2020 RSPC annual meeting.
* Motion for approval of minutes by Scott Attaway, motion 2nd by Craig Miller with a unanimous vote of approval.

**Chairman Report – Chris Costner**

* We have come a long way in the last 4-5 years. We are getting systems and procedures established. We have one grant for over $70,000, plus the AmeriCorps program and 2 grant applications submitted. We are making great strides. Officially a non-profit.
* The Secretary Position on the RSPC is vacant as Cinnamon Black is no longer working in Statesville. The floor was opened for nominations for secretary position. Nominees: Chad Waldroup, Belmont, and Danon Lawson, Gastonia.
  + Chad is from Belmont and has been part of the RSPC for many years. He is a stormwater professional who has participated in several Tech Talks on the interactive panels and training development. At Catawba RiverFest last year, he participated in the success of the event with outreach materials and ideas, provided tents and setup/breakdown support.
  + Danon was in Gaston Co for years. Then went to the coast to do some conservation work. “I have worked with stormwater in various capacities since 2000 with Gaston County Natural Resources. I was involved with the partnership when it was formulated as part of the Council of Governments in about 2007. In my current position with the City of Gastonia I have been involved with the process of preparing of our 2022 audit.”
  + Members can vote privately by sending a message to Regina via Zoom chat. One vote per member entity.
* Annual Report – is available online in the members only section (Password is RSPC2018)
  + - The annual report looks really good, is clearly organized. Thanks to Rising Solutions, PLLC for their hard work compiling the data. It is great that through RSPC we can pool our funds to get educational outreach messaging through the media.
    - Future review of our annual reporting to ensure we have information needed for permits with NCDEQ. There are a lot of detailed information that is not necessarily related to permits.
* Virtual Quarterly Meetings Timeframe – discussion of meeting time changes to allow members to have lunch breaks from their offices.
  + Motion for changing timeframe to 10am – 12pm by Scott Attaway, motion 2nd by David Caldwell with a unanimous vote of approval.

**Treasurer Report and Budget Committee – Franklin Gover**

* Dues: Thanks to everyone for getting their dues in so promptly. We have collected a little over $43,000 and are only lacking dues from three counties. We have added Ranlo and Gaston Co Natural Resources as members which brings us close to having a balanced budget.
* Budget:
  + Slight increased with the Resilience Corps NC for FY21 member and a small increase in Rising Solutions, PLLC facilitating costs.
  + The budget will be changing with a focus on virtual meetings and training for FY21. Projected meeting cost $1000.
  + Increased budget on promotional items because there will be less expense with all virtual meetings.
  + Miscellaneous fees – money for videographer if needed. But we can record via zoom so that may not be necessary.
  + Media campaign - $21,500
  + Postage can be covered within supplies and fees
  + $2000 for printing and supplies is to cover the Enviroscape.
  + If we collect all the dues, we will have around $60,000 left in the account after paying all our expenditures. We are remarkably close to having a balanced budget.
  + Circle back to vote on the FY21 budget at the end of the meeting in case new things arise.
  + Franklin’s term as Treasurer is up in February 2021 with the annual meeting. Franklin has done and great job. He will be happy to help with the transition.
* Action:
  + Request members to consider their availability to fulfill the Treasurer position.

**New Member Committee Report – Regina Guyer**

* New Member Committee Chair – Danon Lawson accepted the nomination for committee chair. There were no other nominations.
  + Motion for Danon Lawson to be New Member Committee Chair by Scott Attaway, motion 2nd by Bill Trudnak with a unanimous vote of approval.
  + Regina and Chris will get with Danon to help catch him up on the direction of the committee.
* FY 21 new RSPC members are Gaston County and Town of Ranlo.
  + Joseph Alm – Gaston County. We are glad to be back. Previously, we had to drop out due to budget cuts. Jason Cathey will be our RSPC representative, but he was not available today. There are several municipalities within our County.
  + Jason Greene – Town of Ranlo. Our town manager, Jonathan Blanton, is out of town and it was water cut off day. We work closely with Lowell. We just had our audit with the State. It was quite intense and a lot of work. This was probably the first time that the Town of Ranlo has submitted any paperwork to the State and we are working hard to do it right.
* Support for All RSPC members in auditing preparation:
  + Chris shared that we are all here to help and feel free to reach out.
  + Reminder of all the resources available on the members only section on the RSPC website. Please reach out to Regina, Kari or Gina for assistance.
* Growing RSPC Membership:
  + Good time to reach out with new budgets coming
  + Craig – will reach out to Jannette Powell with the state on DEQ’s expectations for municipalities needing permits.
* Status of Potential Members and Actions:
  + *Indian Trail* - Regina Guyer has talked with Adrian Moritz and emailed with him and Todd Huntsinger.
  + *Village of Marvin* – Regina has talked with Rohit Ammanamanchi and emailed him and Christina Alphin.
  + *Concord* – Regina has talked with Tom Bach, and emailed Tom Bach, Jeff Corley, and Mandy Smith – Thompson. She requested a meeting with them, Chris Costner can join meeting.
  + *Concord, Salisbury and Kannapolis* – Franklin will contact City Managers to discuss RSPC and provide them with RSPC notebooks.
  + *Cherryville* - Danon has contact with Jeff Cash and can discuss with them about the RSPC.
  + *South Carolina Entities* – Chris will discuss with contacts he has there.
  + *Lincolnton and Kings Mtn* – Suggested for contacting
* Action Item:
  + Chris requested current list of RSPC Members – Regina will send it.
  + RSPC members to promote RSPC membership to others.
  + Rising Solutions will update all member information such as reporting pollution links on website and member listing in RSPC brochure.

**Training Committee Report – Craig Miller**

* Elected Officials’ Stormwater Workshop from February is available online in the members only section with each speaker and their power point.
* Plans are for two Tech Talks – probably both virtual – one in fall and one spring. October – possibly week of October 5.
  + Two proposed topics:
    - Low cost flood sensors to use in communities to detect floods. Mecklenburg County has a grant with FEMA testing the sensors. The grant was to test 3-4 different brands of low-cost flood sensors. David Caldwell will work to develop speakers for the Tech Talk.
    - River Keepers Collaborative Discussion – developing ways to build collaboration and volunteer participation
      * Catawba River Keeper: Brandon Jones: for Charlotte and John Searby: Director
      * Yadkin River Keeper: Brian Faddon, Edgar Miller – Director
      * There is a River Sweep Event in October which Mecklenburg County is doing with Catawba RiverKeeper.
  + Scott Attaway motion to do the October Tech Talk on low cost flood sensors and having Riverkeepers Tech Talk plans for Spring. Chris Costner second. Unanimously approved.
* Virtual Workshop: Post-construction controls compliance training targeted at HOAs. Discussed potential dates and determined to seek for the week of December 7th in the morning time. It would be offered at no charge.
  + - Charlotte has does one annually targeting more engineers and environmental consultants which has been successful.
    - Gaston County –does a lot of post-construction work and was requested to provide a speaker
    - Isaiah Reed with NCDEQ suggested as a potential speaker
* Action Items:
  + David Caldwell will follow up with the presenters from his municipality on their availability to present for the October Tech Talk on Low Cost Flood Sensors.
  + Regina will determine requirements from NCBELS to offer Professional Engineering PDHs for the virtual training.
  + Check with RiverKeepers for potential Spring Workshop.
  + Training Committee work with Rising Solutions in developing Tech Talks and Virtual Workshop.

**Outreach and Education Report/Grant Status – David Caldwell**

* *NC AmeriCorps member service with the RSPC*
  + We have an MOU for 3 years to have an NC AmeriCorps member without having to reapply every year. The MOU is very fluid, and we can change that if we need to do so.
  + Daisha Williams, our current NC AmeriCorps Member has agreed to do another year and serve the RSPC during FY21 Resilience NC Corps. Unfortunately, with the pandemic, she has not been able to get out into our municipalities, but she has done a lot of great work. Daisha is working full time and is getting a lot of work done for the RSPC and “Our Voice, Our Water” WRRI-SWC grant.
* *NC AmeriCorps Member Report – Daisha Williams*
  + Stormwater BMPs flyers for a variety of industry/uses have been created and sent out to members for review.
  + Reached out to 304 teachers in the first round of emails and heard back from 15. There was interest in Watershed Resources and therefore Daisha has created a lesson guide to distribute.
  + Water Resources Research Institute (WRRI) – Stormwater Consortium (SWC) Grant
    - Created a website: ourvoiceourwater.com
    - Stream Cleanup/Storm Drain Labeling: September 12th at LC Coleman Park – due to COVID regulations, there will be smaller groups, have limited numbers to 25 therefore they have required registrations
    - There were three neighborhoods of focus: Washington Heights, Lincoln Heights, and Northwood Estates
    - Created a database of 311 calls in the participant neighborhoods from January 2018 – March 2020 to see what they are reporting
    - Partnership and connection with Keep Charlotte Beautiful
      * Storm drain clearing challenge
      * Litter index data
  + Action Items:
    - Please get feedback on Stormwater BMPs documents by September 1st.
    - Send education materials you want distributed to educators by September 10th.
    - The Water Resources Lesson Guide will be uploaded to the RSPC website.
    - Daisha will send an email with data on the educators within the municipalities that were contacted for use in reporting.
    - RSPC members to look at the ourvoiceourwater.com website and provide feedback.
* *Environmental Enhancement Grant* – through the NC Attorney General’s Office. The RSPC has applied for two grants to assist with the RSPC Mission in providing educational outreach, training to elected officials, educators, businesses, and professionals. These grants will allow us to visit different areas and offer more depth in virtual educational outreach and training.
  + $47,00 to assist with Elected Officials’ Workshop and have an Environmental Educators Workshop
  + $120,000 for providing training and additional educational outreach in schools

**Media Campaign/Website – Kari Raburn and Daisha Williams**

* Facebook
  + Once a month – a Stormwater Spotlight on one of the RSPC municipalities. A great opportunity to get your municipalities information out to the public. We need another municipality to spotlight in September.
  + Discussion on Facebook post boosting budget to increase exposure. Scott Attaway, City of Lowell, has used the post boosting before and thinks it has been successful. It was planned to allow $200 for Facebook post boosting to coordinate with the dates that we are already budgeting for advertising. We have had peaks in RSPC website visits which have correlated to Facebook posts and ads being run.
* Media Campaign
  + WCCB for the Fall Media Campaign, then we can decide on Spring Campaign later.
  + Who is interested in doing the Morning News Spotlight and the Carolina Insight in the fall?
    - Monroe: Ellen Dowling and Chris Costner – Carolina Insight
    - Marissa Meltzer with Mooresville will do the Morning News Spotlight.
  + Craig suggests that the commercials and media be sent back out to the members.
    - Regina shared that it is available on the RSPC website in the members only section.
* Action Items:
  + RSPC members to let Daisha know when they would like to be spotlighted on Facebook.
  + Franklin can add a line to the promotion portion of the budget for $200.
  + Daisha can plan to boost Facebook posts to coordinate with the dates that we are already budgeting advertising.
  + Ellen Dowling and Chris Costner to discuss topics to spotlight on the Carolina Insight and get back to the board.
  + Kari will work with Marissa to send more information and past Morning News Spotlights to provide an idea of what it will be like.

**FY21 Budget Approval**

* Craig Miller made a motion to approve the FY21 budget as presented with addition of $200 for Facebook. Second – Chris Costner. Unanimous.

**Secretary Election Results**

* Announcement – Danon Lawson was elected to serve as the RSPC Secretary and member of the RSPC Board.

**Meeting Summary – Gina Ratajc**

Meeting Action Items Summary:

1. Request members to consider their availability to fulfill the Treasurer position and seek nomination for the election at the Annual Meeting February 2021.
2. Chris requested current list of RSPC Members – Regina will send it.
3. RSPC members to promote RSPC membership to others.
4. Rising Solutions will update all member information such as reporting pollution links on website and member listing in RSPC brochure.
5. David Caldwell will follow up with the presenters from his municipality on their availability to present for the October Tech Talk on Low Cost Flood Sensors.
6. Regina will determine requirements from NCBELS to offer Professional Engineering PDHs for the virtual training.
7. Regina to check with RiverKeepers for potential Spring Workshop.
8. Training Committee work with Rising Solutions in developing Tech Talks and Virtual Workshop.
9. Please send Daisha:
   1. Feedback on Stormwater BMPs documents by September 1st.
   2. Send education materials you want distributed to educators by September 10th.
10. The Water Resources Lesson Guide will be uploaded to the RSPC website.
11. Daisha will send an email with data on the educators within the municipalities that were contacted for use in reporting.
12. RSPC members to look at the ourvoiceourwater.com website and provide feedback.
13. RSPC members to let Daisha know when they would like to be spotlighted on Facebook.
14. Franklin will add a line to the promotion portion of the budget for $200 for Facebook boosting.
15. Daisha can plan to boost Facebook posts to coordinate with the dates that media campaign will have advertising.
16. Ellen Dowling and Chris Costner to discuss topics to spotlight on the Carolina Insight and get back to the board.
17. Kari will work with Marissa to send more information and past spotlights to provide an idea of what it will be like.

**Resolutions**

*Approval of Minutes from May 6, 2020 Quarterly Meeting*

* + Motion for approval of minutes by Scott Attaway, motion 2nd by Craig Miller with a unanimous vote of approval.

*Virtual Quarterly Meetings Timeframe*

* + Motion for changing timeframe to 10am – 12pm by Scott Attaway, motion 2nd by David Caldwell with a unanimous vote of approval.

*Training Tech Talk Schedule*

* + Scott Attaway motion to do the October Tech Talk on low cost flood sensors and having Riverkeepers Tech Talk plans for Spring. Chris Costner seconded the motion, with a unanimous vote of approval.

*FY21 Budget Approval*

* + Craig Miller made a motion to approve the FY21 budget as presented with addition of $200 for Facebook, motion 2nd by Chris Costner with a unanimous vote of approval.

*Approval of Adjournment*

* + Chris Costner made a motion to adjourn, Craig Miller seconded the motion, with unanimous vote to adjourn.

**Adjournment**

The meeting was adjourned at 2:14 pm.

**Future meetings**

* + November 4th – Virtual Meeting