

## **MCM 2 Public Involvement and Participation (PIPP) Plan**

East Lampeter Sewer Authority (ELSA)

East Lampeter Township Lancaster County, PA

MS4 Permit #: PAG133541  
Permit Cycle: 2018-2023  
Revision: 07/09/2021  
Annual Reporting Year: 7/1/2020-6/30/2021  
Planning Year: 7/1/2021-6/30/2022

## PIPP Written Plan

Public involvement and participation is essentially an extension of public education and outreach efforts because it provides additional educational exercises that may increase awareness, and/or assist the township with protecting/improving water quality and adhering to the water quality standards requirements of the Clean Water Act (CWA). The PIPP is the portion of the SWMP related to public involvement and participation efforts. It describes the relevant decision process and procedures for SWMP development and implementation. It is a stand-alone summary that supports SWMP focal areas and goals. It is acceptable to combine Minimum Control Measure (MCM) 1 and MCM 2 into one plan.

The following are the standard baseline considerations that need to be addressed by the PIPP, per the US Environmental Protection Agency (USEPA) "Protocol":

- how the public was involved in Notice of Intent (NOI) submittal and SWMP development
- the plan for public involvement in program development and implementation
- target audiences for the involvement program
- person(s) responsible for the management and implementation of the program/elements
- types of public involvement activities including, where appropriate:
  - citizen representatives on a local stormwater management panel
  - public hearings
  - citizen volunteers to educate other individuals about the program
  - volunteer monitoring
- how success of minimum measures is evaluated
- how measurable goals were selected

The East Lampeter Sewer Authority (ELSA), will review and update the PIPP throughout the Annual SWMP Review and Assessment process. The existing PIPP is reviewed and assessed with an outline of potential changes and modifications developed during the Annual SWMP Review and Assessment (based on Section 800-1, SWMP goals, and encountered conditions from the previous permit year). Following the annual review (and per the SWMP schedule), the outline is finalized and the PIPP is updated with primary activities updated/reflected in the SWMP schedule. Section 500-4 summarizes primary activities and items addressed during the PIPP update and reflected in the SWMP schedule.

The following outlines considerations, decision processes, and details associated with the primary items updated during each annual PIPP revision:

- PIPP annual update
  - follows the Annual SWMP Review and Assessment, which is based on processes described in Sections 500, 800-1, and other section of the SWMP that may have been tied to an individual plan in the PIPP previously
  - includes:
    - results of the assessment(s)
    - Targeted Audience Groups (TAGs) identified for public involvement
    - basis of selection of involvement activities
    - basis of annual public meeting content and attendees
    - focus areas of SWMP goals, other MCM Plans, etc. the PIPP will support
    - status or initial considerations for desired or implemented long-term public involvement activities (volunteer monitoring, etc.)
    - PIPP is aligned with the USEPA “Protocol” and the issued permit
- Date of annual public meeting selected
  - follows the PIPP update with the date selected denoted in the SWMP schedule
    - The date may be selected during the PIPP update process. However, the SWMP defaults to a later selection date to allow any set-up activities that may be required prior to date selection (e.g. confirming attendance of a speaker, the meeting should follow another public involvement activity that has yet to have a date confirmed, etc.).
- Selection of activity or activities the township will promote during the permit year for public participation
  - The outline generated for the PIPP update during the Annual Stormwater Management Program (SWMP) Review and Assessment will include notes regarding carrying over or establishing new activities for public participation and will include considerations associated with:
    - NOI submission required for upcoming year,
    - targeted Municipal Storm Sewersheds (MS3s),
    - targeted audiences,
    - an on-going or new SWMP goal, or
    - a potential and general PIPP goal based on appropriate rationale.
  - The outline is used to establish or support on-going and new plans for the permit year during the PIPP revision process.
    - The SWMP schedule identifies the PIPP update timeframe and date public involvement activities are selected. The date for selecting activities is best described as shortly after the PIPP annual update.
  - Selected public participation activities can be:
    - an activity sponsored, facilitated, etc. by a partner listed in the SWMP
    - a standing annual event or activity facilitated by the township or partner that supports the overall objectives of the SWMP (e.g. annual stream clean-up, etc.)
    - a standing annual event or activity facilitated by the township or partner that supports the specific objectives and/or goals of the SWMP (e.g. volunteer monitoring, etc.)

- a “special” event or activity that supports a targeted area and is based on a SWMP goal
  - an activity that supports SWMP development and/or facilitation
  - desired participation that will be supported by documented observations and reports for activities conducted by TAGs, businesses, or others that can be reasonably tied to proposed and implemented educational outreach efforts (or other MCMs, Impaired Waters Plan, etc.) being conducted
  - continuation of activities based on documented observations through field investigations, reports from TAGs/individuals/etc., or similar that reveals activities conducted by TAGs, businesses, or others that can be reasonably tied to successful educational outreach efforts (or other MCMs, Impaired Waters Plan, etc.) previously or currently being conducted
- Public participation/involvement activities are “tagged” with the following considerations, at a minimum, as a basis for content:
  - targeted areas
  - General and/or Priority TAGs
- The SWMP schedule is updated to reflect timeframes of selected activities.
- The number of persons, households, businesses, etc. that will be invited to participate will be identified for the permit year.
- Measurement of effectiveness will be identified or confirmed with each involvement activity. Several activities may be combined with a single measurement. Measurement of effectiveness may be selected from any of the following:
  - survey (or similar) associated with the activity,
  - supported by the progress and measurement of effectiveness tied with a SWMP goal,
  - documented participation for an active involvement activity, or
  - any other method deemed appropriate and with supporting rationale.
- Follow-up activities will be outlined with each involvement activity. Follow-up activities are denoted in the SWMP schedule. Follow-up activities may include:
  - measuring effectiveness and/or progress
  - notes for modification for future use
- Indicate the person(s) responsible for development, distribution, and follow-up for each involvement activity.
- Results of the public involvement selection process are incorporated into the PIPP.

The following are considered also with plan development, review, facilitation, and updates:

- SWMP goals will indicate public involvement and participation BMPs that are/will be used for facilitation of the goal.
  - BMPs included in active SWMP goals will be assessed and measured per Section 800-1, based on the previously established individual measurement reference.
  - BMPs included in new or modified SWMP goals will include an individual measurement reference.
- Measurement references may be included in an overall numeric SWMP goal tied with discharge monitoring and MEP methodology.
- The Pequea Creek Watershed Association (PCWA), Mill Creek Preservation Association, and Lancaster County Clean Water Consortium (LCCWC) will be contacted to outline events for the upcoming permit year that may support SWMP goals and/or other efforts.



- The township will schedule and conduct one public meeting annually, to include descriptions of SWMP development and implementation. Corollary considerations for the public meeting include:
  - Priority TAGs will be invited.
  - The general public and/or General TAGs will be invited.
  - A summary of the results of the most current Annual SWMP Review and Assessment will be provided.
  - A summary of planned activities and focal areas for the current/upcoming permit year will be provided.
  - An inquiry of concerns will be completed and noted for potential future follow-up.
  - A notice of events will be provided that allows the public to participate (e.g. stream clean-up, road clean-up, tree planting, etc.).
  - IDD&E requirements will be presented.
- Public notice will be provided regarding the development of an NOI for a new permit cycle and corresponding planned meeting for approval by the township board. The public will be afforded the opportunity to comment on the NOI prior to and during the public meeting where NOI approval is scheduled for council vote.
- An involvement activity may become available after the PIPP update and during the permit year (from an identified partner or similar). If the activity supports overall objectives and goals the activity is defined per PIPP protocols and incorporated into the plan.
- Public notice will be provided regarding the draft SWMP and subsequent permit cycle SWMP renewals, as well as the corresponding planned public meeting for approval of the SWMP by the Board of Supervisors. A copy of the SWMP will be available at township offices for review by the public. The public will be afforded the opportunity to comment on the SWMP prior to and during the public meeting where SWMP approval is scheduled for board vote.
- Use the minimum MS4 Permit requirements for selection of BMPs to implement and facilitate a SWMP goal.
  - The MS4 Permit requires the following at a minimum:
    - BMP #1: written plan
    - BMP #2: public notice prior to adoption of any relevant ordinance
    - BMP #3: solicit public involvement and participation from TAGs (including effort to solicit public reporting of suspected illicit discharges)
  - Example
    - A delineated MS3 that is comprised primarily of residential land uses is classified as a High Priority Area due to elevated nutrients and sediment in discharges.
      - Schedule a road clean-up to sweep up sediment, and invite the Priority TAG to participate.
      - Communicate to the watershed alliance the issue and corresponding receiving waterway with a request to assist with development and facilitation of a stream clean-up. If accepted by the watershed alliance, provide notice to the Priority TAG (and others if applicable) of the event.
      - Provide a summary of the activity at the annual public meeting.

PIPP Responsible Persons		
Role	Name/Title	Contact
<b>Primary</b> <u>(MS4 Committee)</u> <ul style="list-style-type: none"> <li>• Advises ELSA</li> <li>• Develops &amp; Implements PIPP</li> <li>• Conducts annual review, assessment, &amp; revision</li> <li>• Tracks/Assesses PIPP and Individual Plans status and effectiveness</li> <li>• Organizes/Hold/Moderates/ Assists with PIPP events</li> </ul>	<u>East Lampeter Township Manager</u> Ralph Hutchison	2250 Old Philadelphia Pike, Lancaster, PA 17602 (717) 393-1567 rhutchison@eltwp.org
	<u>East Lampeter Township Assistant Township Manager</u> Tara Hitchens, AICP	2250 Old Philadelphia Pike, Lancaster, PA 17602 (717) 393-1567 thitchens@eltwp.org
	<u>East Lampeter Township Director of Public Works</u> Charles Thomas	2250 Old Philadelphia Pike, Lancaster, PA 17602 (717) 393-1567 cthomas@eltwp.org
	<u>East Lampeter Township Director of Planning</u> Colin Siesholtz	2250 Old Philadelphia Pike, Lancaster, PA 17602 (717) 393-1567 csiesholtz@eltwp.org
	<u>East Lampeter Township Engineer</u> Scott Hain, PE	<u>David Miller Assoc. Inc.</u> 1075 Centerville Road, Lancaster, PA 17601 (717) 898-3402 shain@dmai.com
	<u>East Lampeter Township Stormwater Coordinator</u> Charles Hayes	2250 Old Philadelphia Pike, Lancaster, PA 17602 (717) 393-1567 chayes@eltwp.org
	<u>East Lampeter Township Stormwater Technician</u> A.J. Wasilewski	2250 Old Philadelphia Pike, Lancaster, PA 17602 (717) 393-1567 awasilewski@eltwp.org
	<u>East Lampeter Township Supervisor of Roads</u> John Brooks	2250 Old Philadelphia Pike, Lancaster, PA 17602 (717) 393-1567 jbrooks@eltwp.org
<b>Secondary</b> <u>(ELSA Storm Water Authority)</u> <ul style="list-style-type: none"> <li>• Implements the PIPP</li> <li>• Owns, Operates, and Maintains the ELT stormsewer system</li> <li>• NPDES Phase II MS4 Permit Holder</li> </ul>	<u>SWMP Consultant</u> LandStudies, Inc	<u>LandStudies, Inc.</u> 315 North Street, Lititz, Pennsylvania 17543 (717) 627-4440 Mike@landstudies.com
	<u>East Lampeter Sewer Authority (ELSA)</u>	2250 Old Philadelphia Pike, Lancaster, PA 17602 (717) 393-1567
<b>Secondary</b>	<u>ELSA Engineer of Record</u> HRG, Inc	<u>HRG, Inc</u> 369 East Park Drive Harrisburg, PA 17111 (717) 564-1121
	<u>East Lampeter Township Finance Director</u>	2250 Old Philadelphia Pike, Lancaster, PA 17602

• Administers the SW Fee & Fee Credit Policy	Kevin Hostetter	(717) 393-1567 khostetter@eltpw.org
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PIPP Annual Program Review, Assessment, & Schedule Summary				
Component	Target(s)	Schedule	Assessment	Notes
PIPP Written Plan	N/A	Annual, Long-Term Activity	Effective, Modify	<ul style="list-style-type: none"> <li>Reviewed, Assessed, &amp; Revised June 2021</li> </ul>
PIPP Matrix	N/A	Annual, Long-Term Activity	Effective, Modify	<ul style="list-style-type: none"> <li>Reviewed, Assessed, &amp; Revised June 2021</li> </ul>
Activity: Annual Public Meeting- SWMP Update	General, All	Annual, Long-Term Activity	Effective, Continue	<ul style="list-style-type: none"> <li>Publically advertised and open Board of Supervisors meeting, an agenda is published in advance</li> <li>At least annually, dedicated meeting time to SWMP/PRP status and proposals <ul style="list-style-type: none"> <li>Regular MS4 updates are given at monthly, public BOS meetings</li> </ul> </li> <li>Open and recorded public comment period</li> <li>Minutes publically available via Township website and hardcopy at Township office</li> </ul>
Activity: Annual Economic Forecast Meeting	General, All	Annual, Short-Term Activity.	Effective, Continue	<ul style="list-style-type: none"> <li>Recurring Activity</li> <li>Public meeting by Township administration</li> </ul>
Activity: Water Week Stream Clean-up Event	General, All	Annual, Short-Term Activity	Effective, Continue	<ul style="list-style-type: none"> <li>Held with the Lancaster Conservancy and Alliance for the Bay</li> <li>Public Stream Clean-up Event</li> <li>Involves ELT Public Works, private landowners, and public volunteers</li> <li>2020 Event- Cancelled, COVID-19</li> <li>2021 Event Postponed, TBD</li> </ul>
Activity: Fire & Police Training	Priority, First Responders	Annual, Short-Term Activity Held- 7/29/2019 Planned- TBD	Effective, Continue	<ul style="list-style-type: none"> <li>Annual MS4/WQ training presentation to ELT first responders</li> <li>2020- Event Cancelled due to COVID <ul style="list-style-type: none"> <li>Ronks Fire Co. held a training event independently.</li> </ul> </li> <li>2021- Event TBD</li> </ul>
Activity: O&M Self Verification Forms & Educational Outreach (SWMP Goal)	Priority, BMP Owners, SWMP Goal	Annual, Long-Term Activity See PIPP Plan	Effective, Continue	<ul style="list-style-type: none"> <li>Ongoing.</li> </ul>
Activity: LFT Farmers Workshop	Priority, Farmers	Annual, Long-Term Activity TBD	Partially Effective, Continue	<ul style="list-style-type: none"> <li>Future Events to be scheduled as determined by demand</li> </ul>

Activity: Stauffer Run Group Meetings	Priority, Stauffer Run Group	Long-Term Activity See PIPP Plan	TBD, Ongoing, Continue	<ul style="list-style-type: none"> <li>Stakeholder planning and organizing meetings for Stauffer Run watershed water quality improvement projects.</li> </ul>
Activity: MS4 Forum Presentation	Priority, Partners Groups	Single Event	Effective, Non-repeating	<ul style="list-style-type: none"> <li>ELT MS4 staff gave virtual presentations on township SWMP and PPGH programming as part of a virtual conference.</li> </ul>
Activity: LC CWC Lunch & Learn Presentations	Priority, Partners Groups	Single Event	Effective, Non-repeating	<ul style="list-style-type: none"> <li>ELT MS4 staff gave virtual presentations on township SWMP, PRP, &amp; PPGH programming as part of a webinar mini-series.</li> </ul>
Activity: LC CWC Partner's Meeting Clean Water Crescendo	Priority, Partners Groups	Semi-annual, Single Event	Effective, Recurring	<ul style="list-style-type: none"> <li>Held 6/22/2021 at Community Park, East Lampeter Township</li> <li>Partner reps and invited guests shared and learned of ongoing environmental quality and social justice initiatives.</li> </ul>

<b>Activity Plan: Annual Public Meeting &amp; SWMP Update</b>	
Description	Annual, advertised, & documented, public update and review of the SWMP and MS4 program.
Purpose	Involve the Public and Elected Officials in the adoption and implementation of the SWMP and MS4 Program.
Pollutants of Concern	All (nutrients, sediment, and pathogens)
TAGs	Elected Officials, General Public, Private PCSM facility/BMP Owners, Contractors & Developers, IDDE Related Individuals/Groups
Activity Description	Annual Public Meeting & SWMP Update
Measurable Goal	Hold A Meeting.
Assessment Criteria	Comments Received
Schedule & Milestones	Held at least annually, additional meetings as required.
Other Notes	2020-2021 Held Virtually

<b>Activity Plan: Annual Economic Forecast Meeting- Recurring Activity</b>	
Description	Annual economic forecast meeting updating emergency, services, businesses and stakeholders in ELT of what the year looks like from the Township perspective.
Purpose	Inform relevant TAGs of MS4 SWMP progress and upcoming focus areas; along with soliciting comments, involvement, concerns, from those with Township interests to improve the SWMP
Pollutants of Concern	Primary (nutrients, sediment, and pathogens)
TAGs	Elected Officials, General Public, Private PCSM facility/BMP Owners, Contractors & Developers, IDDE Related Individuals/Groups
Activity Description	Invite only breakfast
Measurable Goal	Provide Township constituents and stakeholders with an overall forecast of what is happening in the Township, which includes an update of what to expect from an MS4 perspective in the coming year. This gives folks the opportunity to meet and discuss issues with for the upcoming year.
Assessment Criteria	N/A
Schedule & Milestones	Held once yearly at the beginning of the calendar year
Other Notes	Presentations are publically available on the Township website

<b>Activity Plan: Water Week Stream Clean-up Event- Recurring Activity, 2021 Event Postponed</b>	
Description	Collaboration with Lancaster County Conservancy, the Alliance for the Chesapeake Bay, Penn State, and neighboring municipal and NGO groups to organize a stream cleanup as a part of the Lancaster Water Week events program <www.lancasterwaterweek.org>
Purpose	Clean trash and debris out of polluted waterways, as well as inform folks about the importance of clean water and the Township's MS4 pursuits
Pollutants of Concern	All
TAGs	General Public, NGOs, Neighboring Municipalities
Activity Description	Volunteer event. Locations of clean-up in ELT vary year to year.
Measurable Goal	More volunteers in every additional year the event is held
Assessment Criteria	Sign in sheets will confirm that the amount of volunteers will either increase or decrease
Schedule & Milestones	<ul style="list-style-type: none"> <li>• Held annually</li> <li>• 2020 event cancelled due to COVID-19</li> <li>• 2021 event postponed due to weather, date TBD.</li> </ul>
Other Notes	

<b>Plan Title: Fire and Police Training- Recurring Activity, 2021 Event TBD</b>	
Description	Educational MS4 event for the Fire company and the Police squads. Yearly update of the MS4 program to refresh the knowledge of those who have had training and to inform any new members and employees.
Purpose	Inform all fire company members and police staff about any new MS4 information
Pollutants of Concern	Primary (Nutrients, Sediment, Pathogens)
TAGs	Police, Fire Companies (Witmer, Lafayette, Bird in Hand, Ronks)
Activity Description	Powerpoint and interactive training
Measurable Goal	That every member of a fire company and receives a baseline level of training and knowledge about the Township's MS4 program in general
Assessment Criteria	Signup sheets
Schedule & Milestones	<ul style="list-style-type: none"> <li>• 2020- Presentation organized &amp; hosted independently by Ronks Fire Company</li> <li>• 2021 Training date TBD</li> </ul>
Notes	<ul style="list-style-type: none"> <li>• Materials updated annually</li> </ul>

<b>Activity Plan Title: Operation &amp; Maintenance (O&amp;M) Self Verification Forms &amp; Educational Outreach (SWMP Goal)- ONGOING</b>	
Description	Part of initial educational outreach effort to support the O&M verification Forms SWMP goal for ensuring long term operation and maintenance of PCSM facilities and BMPs
Purpose	Improve understanding by private PCSM facility and BMP Owners regarding requirements and expectations. The SWMP goal is aimed at implementing an annual verification process to ensure maintenance is occurring. The intent is to help private PCSM facility/BMP owners understand their obligations and communicate the O&M program that is being developed.
Pollutants of Concern	All (dependent on the facility and BMP design)
TAGS	Private PCSM & BMP facility owners
Activity Description	Schedule and hold individual and/or group meetings with private PCSM & BMP owners to reinforce educational information distributed
Measurable Goal	100% contact with all owners
Assessment Criteria	SWMP Goal determined
Schedule & Milestones	<ul style="list-style-type: none"> <li>• Areas 1-4 have had initial inspections and outreach concluded. Follow-up on inspection results is ongoing.</li> <li>• Initial contact &amp; inspections of Area 5 to begin Summer-Fall 2021</li> </ul>

<b>Activity Plan Title: LFT Farmers Workshops- ON HOLD</b>	
Description	Series of workshops hosted by East Lampeter Township, with presentations by Team Ag and Lancaster Farmland Trust. Aimed at plain sect farmers and those whom do not have conservation plans and manure management plans.
Purpose	Educating a key TAG group as well as getting more farmers into compliance with their Farm Plans. Educating farmers about the Townships MS4 efforts was our top priority.
Pollutants of Concern	All
TAGs	Farmers
Activity Description	Educational Workshop
Measurable Goal	Goal of getting 20 more farms in compliance with their manure management plans and conservation plans
Assessment Criteria	LFT is able to pick out and pinpoint the farms that need a plan to be in compliance. The goal is 20 farms.
Schedule & Milestones	<ul style="list-style-type: none"> <li>• 2021 Event dependent on demand. If no demand, this Activity may be modified or eliminated.</li> </ul>

<b>Activity Plan: Stauffer Run Stakeholder Group</b>	
Description	Stakeholder meetings discussing Stauffer Run watershed water quality improvement opportunities. Stakeholders include ELT/ELSA, LCCD, LFT, Lancaster County Clean Water Consortium, LandStudies, Inc., business owners, and ag owners/operators.
Purpose	Develop and implement a series of water quality improvement measures to the Stauffer Run watershed.
Pollutants of Concern	Primary (nutrients, sediment, and pathogens)
TAGs	Elected Officials, General Public, Private PCSM facility/BMP Owners, Contractors & Developers, IDDE Related Individuals/Groups.
Activity Description	A series of meetings to identify opportunities for cooperation and water quality intervention opportunities.
Measurable Goals (subject to change)	<ul style="list-style-type: none"> <li>• Delisting Stauffer Run from the list of impaired PA waterways.</li> <li>• Reducing/preventing discharge of NPDES pollutants of concern to Stauffer Run.</li> <li>• Protecting and preserving a historically significant golf course</li> <li>• Identifying strategies that are economically and environmentally practicable and achieve multiple co-benefits across diverse public and private interests.</li> <li>• Increasing BMP implementation on Ag properties.</li> </ul>
Assessment Criteria	TBD
Schedule & Milestones	<ul style="list-style-type: none"> <li>• 2/26/2021 meeting held</li> <li>• 3/12/2021 meeting held</li> <li>• Next meeting TBD</li> </ul>
Other Notes	


<b>Activity Plan: MS4 Forum Presentations</b>	
Description	Virtual presentations by the Township's Director of Public Works and Director of Planning at the 2021 PA MS4 Forum conference by PA DEP and US EPA.
Purpose	To share experiences and lessons learned in PPGH, SWMP implementation, and stormwater fee implementation.
Pollutants of Concern	Primary (nutrients, sediment, and pathogens)
TAGs	Partners Groups
Activity Description	Virtual presentations followed by question and answer discussion sessions.
Measurable Goal	N/A
Assessment Criteria	N/A
Schedule & Milestones	Occurred 2/17 & 2/18/2021
Other Notes	

<b>Activity Plan: LC CWC Lunch &amp; Learn Presentations</b>	
Description	Virtual presentations by the Township's Director of Public Works and Director of Planning as part of a mini-series of Lunch & Learn webinars organized by the Lancaster County Clean Water Consortium.
Purpose	To share experiences and gain knowledge from others experiences.
Pollutants of Concern	Primary (nutrients, sediment, and pathogens)
TAGs	Partners Groups
Activity Description	Virtual presentations with question and answer portions.
Measurable Goal	N/A
Assessment Criteria	N/A
Schedule & Milestones	Occurred 11/12/2020
Other Notes	

<b>Activity Plan: LC CWC Partners Meeting</b>	
Description	In-person event for partners and interested groups to discuss ongoing individual environmental quality and justice initiatives.
Purpose	To learn from the experiences of other, local groups and identify opportunities for cooperation.
Pollutants of Concern	Primary (nutrients, sediment, and pathogens)
TAGs	Partners Groups
Activity Description	Presentations, mini and mass group discussions.
Measurable Goal	N/A
Assessment Criteria	N/A
Schedule & Milestones	Occurred 6/22/2021
Other Notes	Held at East Lampeter Township Community Park, site of a Township installed riparian buffer.



# MS4 ACTIVITY RECORD SHEET EAST LAMPETER TOWNSHIP

Date of Activity: 11/12/2020			
Location: Online/ELT Office			
Watershed (circle one):	Pequea Creek	Mill Creek	Conestoga River
Type of Activity (circle):	Education	Complaint	IDDE
	Project	Training/Workshop	
Who was Involved:  Webcast participants.			
Describe the Activity:  Charlie Thomas & Tara Hirsch moderated a presentation and discussion about the Township's Mill Bridge Camp Resort PCEP project, as part of a Lunch and Learn webinar series by the Lancaster Clean Water Partners; some 35 persons were in virtual attendance.			
MCM Category (check one):			
<input type="checkbox"/>	MCM 1 – Public Education and Outreach		
<input checked="" type="checkbox"/>	MCM 2 – Public Participation and Involvement		
<input type="checkbox"/>	MCM 3 – Illicit Discharge Detection and Elimination		
<input type="checkbox"/>	MCM 4 – Construction Site Runoff Control		
<input type="checkbox"/>	MCM 5 – Post Construction Stormwater Management		
<input checked="" type="checkbox"/>	MCM 6 – Pollution Prevention and Good Housekeeping		
Authorized Signature: 			
Printed Name: Alexander J. Wasilewski			



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# MS4 Forum for PA Permittees in Chester, Dauphin, Lebanon, and Lancaster Counties

February 17, 2021 — February 18, 2021

## Agenda

Click on the links below to watch the video recordings from the MS4 Forum plenary and breakout sessions. Four BMP case study videos are also posted below. If you have any questions, please send an email to [MS4-PA-Forums@tetrattech.com](mailto:MS4-PA-Forums@tetrattech.com).

### Wednesday, February 17

8-8:30 am	Log on to the virtual platform		
8:30-8:55	Welcome, Platform How-Tos and Best Practices, Purpose and Expected Outcomes ( <i>Michelle Price-Fay, EPA</i> )  See Training page for details about Minimum Control Measure (MCM) requirements		
9-9:50	MCM 1 and 2: Public Education and Outreach/ Public Involvement  <i>Madison Smith (Susquehanna Twp) and Jim Kaiser (PA Turnpike)</i>	MCM 3: Illicit Discharge Detection and Elimination  <i>Brian Davis (Lower Swatara Twp)</i>	MCM 6 Good Housekeeping: Setting Standards for Your Municipality  <i>Tara Hitchens and Charlie Thomas (East Lampeter Twp)</i>
10-10:10	Pollutant Reduction Plan (PRP) Overview, Development, and Planning Processes ( <i>Jamie Eberl, PADEP</i> )		
10:15-10:55	Lessons Learned  <i>Monique Dykman (Londonderry Twp)</i>	Project Schedule and Revision: Easy Tips to Handle Your PRP  <i>Beth Uhler (CEG) and Jamie Gwynn (New Hanover Township)</i>	Project Selection and Development (Projects Can Change)  <i>Jay Snyder (Borough of Ephrata)</i>
11:00-11:30	Overview of Funding Strategies and Lessons Learned ( <i>Ellen Kohler, EFC and Michelle Price-Fay, EPA</i> )		
11:35-12:15 pm	Stormwater Fees  <i>Rebecca Davis (Lower Allen Twp)</i>	Partnerships  <i>Allyson Gibson (Lancaster Clean Water Partners)</i>	Grants  <i>Ellen Kohler (EFC)</i>
12:15-12:30	Parking lot questions, adjournment of day 1, and fill out day 1 survey		

### Thursday, February 18

<b>8-8:10 am</b>	<b>BMP Process – Design to Construction</b> ( <i>Shana Stephens, EPA</i> )		
<b>8:15-8:55</b>	<b>Detention Basin Retrofit</b>  <i>Kara Kalupson (RETTEW) and Dennis Groff (Paradise Twp)</i>  <b>Paradise Township Basin Retrofit 2019</b>	<b>Pequea Creek Stabilization and Restoration at Mill Bridge Campground</b>  <i>Tara Hitchens and Charlie Thomas (East Lampeter Twp)</i>	<b>Urban Tree Canopy BMPs</b>  <i>Ryan Davis (Alliance for the Chesapeake Bay)</i>
<b>9-9:10</b>	<b>Asset Management (Mapping and Maintaining BMPs)</b> ( <i>Liz Ottinger, EPA</i> )		
<b>9:15-9:55</b>	<b>Asset Management</b>  <i>Rich Heineman (PennDOT)</i>	<b>Mapping</b>  <i>Carolyn Hildebrand (West Cocalico Twp)</i>	<b>Typical BMP Operation and Maintenance</b>  <i>Jason Wright (Tetra Tech)</i>
<b>10-10:15</b>	<b>BMP Case Studies</b> ( <i>Jessica Martinsen, EPA</i> )		
<b>10:20-11:05</b>	<b>Ephrata</b>  <i>Jay Snyder (Borough of Ephrata)</i>	<b>Murry Ridge Park</b>  <i>Andy Stern and Dwayne Steager (West Hempfield Twp)</i>  <b>West Hempfield Township: Murry Ridge Park BMP Implementation and Retrofit Case Studies Video</b>	<b>Nixon Park</b>  <i>Brian Winslow (Brandywine Red Clay Alliance) and John Gaadt (Kennett Area Park Authority)</i>  <b>Brandywine Red Clay Alliance: Red Clay Creek Stream Restoration Project Case Studies Video</b>
<b>11:10-11:55</b>	<b>Oxford Riparian Planting</b>  <i>Kathryn Cloyd (Oxford Borough Council), Ryan Davis (Alliance for the Chesapeake Bay), Meagan Hopkins-Doerr (Penn State Ext Master Watershed Stewards program), Cory Trego (Chester County Water Resources Authority)</i>	<b>Sinking Springs</b>  <i>Jon Kasitz (RES) and Daryl St. Clair (PennDOT)</i>  <b>Codorus Creek Mitigation Bank Site Case Studies Video</b>	<b>Manor Twp Retrofits and Bioswale Basin</b>  <i>Kara Kalupson (RETTEW) and Mark Harris (Manor Twp)</i>  <b>Manor Township Williamsburg Basin Retrofit Case Studies Video</b>
<b>12-12:15 pm</b>	<b>Parking lot questions, forum adjournment, and fill out survey</b>		

## **PA MS4 Training Resources**

The presentations and information offered as part of this MS4 forum are the views and experiences of the organizations presenting. EPA and PADEP do not endorse any one approach or funding strategy. The views and the opinions expressed by the speakers and the speakers' organizations are their own and do not reflect those of the EPA or PADEP. Mention of any commercial enterprise, product, or publication does not indicate an EPA or PADEP endorsement.



# MS4 ACTIVITY RECORD SHEET EAST LAMPETER TOWNSHIP

Date of Activity: 2/17/2021 & 2/18/2021

Location: Virtual

Watershed (circle one): Pequea Creek Mill Creek Conestoga River (ALL)

Type of Activity (circle): Education Complaint IDDE Project Training/Workshop

Who was Involved:

Alexander J. Wasikowski  
Jara A. Hitchens  
Charles H. Thomas  
Charles Hagen

Describe the Activity:

Tara: Acted as an event moderator, gave a presentation w/ Q/A session regarding the Mill-Bridge Camp Resort PRP.  
Charlie T.: Gave a presentation w/ Q/A session about ELT's approach to MCM 6.  
All attended via Zoom virtual presentation.

MCM Category (check one):

- ☐ MCM 1 – Public Education and Outreach
- ☒ MCM 2 – Public Participation and Involvement
- ☐ MCM 3 – Illicit Discharge Detection and Elimination
- ☐ MCM 4 – Construction Site Runoff Control
- ☐ MCM 5 – Post Construction Stormwater Management
- ☒ MCM 6 – Pollution Prevention and Good Housekeeping

Authorized Signature:

Alexander J. Wasikowski

Printed Name:

Alexander J. Wasikowski



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
REGION III  
1650 Arch Street  
Philadelphia, Pennsylvania 19103-2029

Mr. Charles Thomas  
Public Works Director  
East Lampeter Township  
2250 Old Philadelphia Pike  
Lancaster, PA 17602

Dear Charlie:

On behalf of the U.S. Environmental Protection Agency (EPA) Region III, I would like to express our appreciation to you and your co-presenter for volunteering to present at the 2021 Pennsylvania Virtual MS4 Forum held on February 17<sup>th</sup> and 18<sup>th</sup>, 2021. For this forum, EPA worked closely with the Pennsylvania Department of Environmental Protection (PADEP) and our consultant to bring together regulated municipalities to highlight their collected efforts toward meeting the requirements of the PADEP issued National Pollutant Discharge Elimination System (NPDES) municipal separate storm sewer system (MS4) permit. By bringing together regulated entities to share their success stories, challenges/obstacles, and lessons learned, we wanted to create an opportunity for permittees to learn from one another. The results of the participant surveys demonstrate that we were able to meet that goal with your help. As a result of the forum, participants were able to take away some ideas that they may implement in their own communities. Approximately 100 participants attended this year's virtual meeting.

In addition to your participation in the forum, we also wanted to recognize the time that you volunteered to prepare for the forum and your willingness to share your personal experience with your peers. Additionally, your presentation on Municipal Good Housekeeping provided our audience with a valuable perspective of how MS4s can achieve water quality goals. Your participation certainly increased the value of this forum. For your information, we have included specific feedback that we received post-forum from your presentation.

Thank you again for your support and contribution to the success of the Pennsylvania Virtual MS4 Forum. If you have any follow-up questions or need assistance, please feel free to reach out to Elizabeth Ottinger directly by telephone at 215-814-5783 or via electronic mail at [ottinger.elizabeth@epa.gov](mailto:ottinger.elizabeth@epa.gov).

Sincerely,

*Jennifer Fulton*

Digitally signed by JENNIFER  
FULTON  
Date: 2021.04.01 16:25:20  
-04'00'

Jennifer Fulton, Acting Chief  
Clean Water Branch  
Water Division



#	DID THE SESSION PROVIDE USEFUL INFORMATION AND LESSONS LEARNED THAT CAN BE FACTORED INTO THE WORK YOU ARE SUPPORTING? WHY OR WHY NOT? WHAT ARE YOUR SUGGESTIONS FOR IMPROVEMENT?	DATE
1	Yes, but we have already utilized or adopted the majority of the best practices presented. So unfortunately I did not come away with any additional ideas. Suggest that future MCM #3 include more in-depth discussion of problems encountered and solved during IDD&E field activities.	2/17/2021 5:30 PM
2	Yes. This session was very helpful. The speaker highlighted the importance of all the BMPs under MCM3.	2/17/2021 5:01 PM
3	Yes, useful perspective	2/17/2021 2:26 PM
4	These sessions are lower-level topics that should be geared towards general staff as such all three of these topics should be slated at different times so general staff can "track" through the concepts. If you are someone learning about the MCM's you are not at a level to be discussing implementing a SW Fee nor to any extent a PRP plan, these are upper level administration topics. The actual presentation kind of dropped the ball but given the possible prep time I'm not surprised.	2/17/2021 2:18 PM
5	The session was very informative, we need to do a better job documenting at our Road Department.	2/17/2021 1:53 PM
6	Very good presentation that should be helpful to permittees.	2/17/2021 1:42 PM
7	Yes.	2/17/2021 1:39 PM
8	Yes, though I had trouble signing in and missed most of Madison Smith's, Jim Kaiser's was helpful in showing his big audience and breaking it into manageable targets.	2/17/2021 12:47 PM
9	This session was very helpful in creating a public education and outreach strategy. This encompasses much of my responsibilities as a Borough Council member, so this information is critical for me. Thank you!	2/17/2021 12:43 PM
10	Very energetic, gifted leader makes the difference.	2/17/2021 12:43 PM
11	Yes, I enjoyed the PA Turnpike presentation.	2/17/2021 12:39 PM
12	good overview, hoping for more details on sampling and pathogen sourcing	2/17/2021 12:37 PM
13	Yes it was very educational I do not think there were any problems with the session	2/17/2021 12:37 PM
14	Absolutely. Learning that the Township had moved towards handling all their MCM compliance in house through implementing a stormwater fee and having dedicated SW staff while ensuring ALL employees received SW training was inspiring. The creation of SOPs for all activities that could impact SW was probably the high light and would love if those types of documents could be included in the "Library" that was discussed.	2/17/2021 12:36 PM
15	Session was satisfactory.	2/17/2021 12:36 PM
16	Yes. Good to hear from Susquehanna Twp and the work they are doing there.	2/17/2021 12:35 PM
17	Good useful information.	2/17/2021 12:34 PM
18	No new actionable information was provided but it is good to see what others are doing	2/17/2021 12:33 PM
19	Yes - educating township staff to implement program requirements is helpful.	2/17/2021 12:30 PM
20	Yes it did. It would be helpful if this municipality or others could post any plans, sops, etc. that they have developed in a library accessible by the forum.	2/17/2021 12:30 PM
21	Yes, I think Brian did an awesome job of giving an overview of how he runs his MCM3 program. I really liked that he showcased his GIS and Survey 123 programs to show how he is tracking and executing his work.	2/17/2021 12:30 PM
22	Very nicely done. Very informative.	2/17/2021 12:30 PM
23	Yes, Madison described a very thorough program in Susquahanna. Great example for other communities to model.	2/17/2021 12:30 PM
24	Some good examples of things the municipality can do with their own facilities was helpful	2/17/2021 12:29 PM



25	Seemed like a general overview but I did learn a few things.	2/17/2021 12:29 PM
26	Yes, it always is very useful to see real municipal plans and implementation.	2/17/2021 12:29 PM
27	Yes, I have a good list of things to look into w/MS4! I don't see any improvement from the presenters.	2/17/2021 12:29 PM
28	Yes, this presentation shared valuable insight into the components of a successful PEOP and PIPP program.	2/17/2021 12:29 PM
29	It was a very good presentation but I had no idea that you picked one of the three so I would've sat in a different MCM. I must've missed that	2/17/2021 12:28 PM
30	I was presenter during this session.	2/17/2021 12:28 PM
31	The presenters provided useful information.	2/17/2021 12:28 PM
32	Yes, I learned a lot. I will be sharing our regional EAC Facebook posts to other local pages such as any nature groups instead of just to generic groups. Will be posting more surveys.	2/17/2021 12:27 PM
33	Somewhat. Some of the information was a repeat from other workshops/seminars. It was good to have reinforcement of information.	2/17/2021 12:27 PM
34	Yes	2/17/2021 12:27 PM
35	Presenters were well prepared to respond to a wide variety of questions...many that were auxiliary to the Good Housekeeping topic.	2/17/2021 12:26 PM
36	Yes	2/17/2021 12:26 PM
37	Nice to see the specific steps that East Lampeter Twp is taking to meet the requirements of MCM 6 - It would be helpful to have examples from different municipalities as well.	2/17/2021 12:26 PM
38	Yes	2/17/2021 12:25 PM
39	Good to see what other municipalities are doing for MCM 6. Presented good ideas for us to implement with our municipalities.	2/17/2021 12:24 PM
40	Yes, particularly as applies to meeting all parts of the mcms.	2/17/2021 12:24 PM
41	Great information and delivered very well by both presenters. There was information that can definitely be used to assist in administering MCM 1 and MCM 2 for the programs we are involved with.	2/17/2021 12:24 PM
42	Not really. I've already worked on several of these programs and the presentation was mostly a summary of the requirements and not any new ways to approach them.	2/17/2021 12:24 PM
43	Yes the lessons helped me understand a little more on illicit discharge and will help with outfall inspections.	2/17/2021 12:23 PM
44	yes	2/17/2021 12:21 PM
45	Was one of the presenters. We had hoped to hear from some attendees as to their methods of meeting the requirements of this MCM. The range of questions was very wide spread and we hope that we were able to answer them as best as possible.	2/17/2021 12:20 PM

	1 (NOT USEFUL)	2	3	4	5 (VERY USEFUL)	N/A DID NOT ATTEND	TOTAL	WEIGHTED AVERAGE
MCM 1 and 2: Public Education and Outreach/ Public Involvement	0.00% 0	0.00% 0	9.09% 4	13.64% 6	36.36% 16	40.91% 18	44	4.46
MCM 3: Illicit Discharge Detection and Elimination	0.00% 0	0.00% 0	4.35% 2	13.04% 6	15.22% 7	67.39% 31	46	4.33
MCM 6: Good Housekeeping: Setting Standards for Your Municipality	0.00% 0	2.22% 1	2.22% 1	11.11% 5	26.67% 12	57.78% 26	45	4.47
Lessons Learned	0.00% 0	0.00% 0	7.69% 4	19.23% 10	44.23% 23	28.85% 15	52	4.51
Easy Tips to Handle Your PRP	0.00% 0	0.00% 0	0.00% 0	7.32% 3	9.76% 4	82.93% 34	41	4.57
Project Selection and Development (Projects Can Change)	0.00% 0	2.27% 1	15.91% 7	9.09% 4	13.64% 6	59.09% 26	44	3.83
Stormwater Fees	0.00% 0	0.00% 0	4.26% 2	8.51% 4	42.55% 20	44.68% 21	47	4.69
Partnerships	0.00% 0	2.50% 1	0.00% 0	7.50% 3	25.00% 10	65.00% 26	40	4.57
Grants	0.00% 0	0.00% 0	4.76% 2	11.90% 5	33.33% 14	50.00% 21	42	4.57

#	RESPONSES	DATE
1	See above.	2/17/2021 5:30 PM
2	Stormwater Fees, Rebecca Davis	2/17/2021 2:18 PM
3	Stormwater Fees, Most prepared with a clear and concise presentation.	2/17/2021 1:39 PM
4	Stormwater Fees and Lessons Learned Conewago were both very detailed and extremely informative. Both presentations gave me many ideas to utilize in my own Borough!	2/17/2021 12:43 PM
5	Excellent help from staff support but w/ different ages of computers ? - options of info are presented differently on different screens. Should have had everything in one presentation. Did not know how to do that. Only had pieces and unable to navigate effectively to show what was prepared.	2/17/2021 12:43 PM
6	Partnerships re: Lancaster Clean Water Partners and the PA Turnpike Presentation discussed creative and innovative practices.	2/17/2021 12:39 PM
7	Great to hear success stories and real world examples	2/17/2021 12:37 PM
8	I thought that all the presentations were very good and there wasn't anything to really complain about	2/17/2021 12:37 PM
9	I sincerely enjoy all three breakout sessions I attended and felt they were extremely relevant to issues I see across our clients trying to reach compliance with their MS4 programs and I'm anxious to watch the videos for the other ones. The East Lampeter Twp presentation sticks out the most, and they are exemplary of how this program should be implemented. I think DEP should start giving out awards to these communities that they can cite while applying for grants.	2/17/2021 12:36 PM
10	Public Outreach & Grants.	2/17/2021 12:36 PM
11	MCM6 Lessons Learned	2/17/2021 12:34 PM
12	lessons learned	2/17/2021 12:32 PM
13	MCM 6 was the best of the 3 I attended.	2/17/2021 12:30 PM
14	The excerpts from the stream restoration project planning documents.	2/17/2021 12:30 PM
15	First and third sessions	2/17/2021 12:30 PM
16	All very good in their own way.	2/17/2021 12:30 PM
17	I enjoyed the grant discussion and ideas.	2/17/2021 12:29 PM
18	the good housekeeping gave me a lot of good questions and ideas. The stream gave a lot of good educational info and practical info also.	2/17/2021 12:29 PM
19	I really really did like Monique Dykeman's presentation!	2/17/2021 12:28 PM
20	Stormwater Fees	2/17/2021 12:28 PM
21	Stormwater Fees	2/17/2021 12:28 PM
22	Funding Overview and Grants.	2/17/2021 12:26 PM
23	MCM3- enjoyed viewing the data collection app and map	2/17/2021 12:25 PM
24	MCM #6 presentation was very informative.	2/17/2021 12:24 PM
25	MCM 1/2 presentation.	2/17/2021 12:24 PM
26	PRP scheduling	2/17/2021 12:22 PM
27	Thank you for all the effort put forth to provide this forum	2/17/2021 12:20 PM



## Stauffer Run re-group-reference materials

Mike LaSala <Mike@landstudies.com>

Fri 2/26/2021 11:53 AM

To: Benjamin Ehrhart <Ben1@landstudies.com>; Kelly Gutshall <Kelly@landstudies.com>; Mark Gutshall <Mark@landstudies.com>; Tara Hitchens <thitchens@eastlampetertownship.org>; Charles Thomas <cthomas@eastlampetertownship.org>; Alex Wasilewski <awasilewski@eastlampetertownship.org>; Ralph M. Hutchison <rhutchison@eastlampetertownship.org>; rgranruth@lancastercc.com <rgranruth@lancastercc.com>; Ken Hornbeck - High Associates LTD. (khornbeck@high.net) <khornbeck@high.net>; JSwinehart <JSwinehart@lancasterfarmlandtrust.org>

3 attachments (2 MB)

2019.10-30 Scope- LCC Stauffer Run WAP.pdf; ELT-LCC-High\_MOU\_DRAFT.pdf; Stauffer Run Overview Map.pdf;

Good morning all:

A few reference materials are attached to assist our re-group meeting at 1pm today. The scope attached may not be the most up to date as it pertains to cost, but the proposed work is applicable.

Thanks,  
Mike

Thanks,  
Mike

**Michael T. LaSala, CPMSM**

Specialist/Analyst | MS4 Program Manager

**LandStudies**

*30 Years of Pioneering Water Resources Solutions*





## **SCOPE OF WORK**

### **Task 1 – Background Review**

Available pertinent information will be compiled and reviewed, including but not limited to completed studies, reports, and infrastructure mapping, to assess the watershed and identify gaps in data or information. Specifically, information will be evaluated relating to:

- The East Lampeter Township PRP and specific considerations for this sub-watershed
- Available information regarding The Greenfield Corporate Center and future stormwater management planning
- Available information relevant to Stauffer Run through Lancaster Country Club

Task 1 Fixed Fee..... \$5,500

### **Task 2 – Watershed Assessment**

LandStudies will conduct a visual assessment of the Stauffer Run corridor through the Lancaster Country Club site and the Greenfield Corporate Center campus as well as a “windshield survey” of the Stauffer Run watershed, including the “Goat Path” and upstream agricultural areas, to gain an understanding of factors that affect the hydrology and hydraulics of the watershed. Specific areas of interest, as identified during the background data review and windshield survey will be investigated in more detail. Significant structures, infrastructure, problem areas, and opportunities will be documented. Specifically, Stauffer Run and its floodplain will be assessed at a cursory level to evaluate existing channel conditions, site constraints, and restoration opportunities.

LandStudies will build upon the field work previously completed for the development of the Township’s stormwater management plan (SWMP) that involved field investigations in this small watershed (flow patterns, regulated outfalls, etc.).

Task 2 Fixed Fee..... \$7,100

### **Task 3 – Hydrology and Hydraulics**

Based on the findings of Tasks 1 and 2, LandStudies will develop a detailed hydrology model of the watershed using HEC-HMS. This existing conditions model will quantify runoff from all parts of the watershed and will be used as a basis for comparison of various BMP opportunities. Specifically, the model will help to identify and quantify restoration opportunities that may provide stormwater management benefits for future development, reduce flooding and improve resiliency at strategic locations in the watershed, and reduce the frequency and intensity of damaging runoff events on the Lancaster Country Club site. The results of this model, combined with data gathered during Tasks 1 and 2, will be used to identify locations within the watershed with high potential for providing peak discharge benefits.

Task 3 Fixed Fee..... \$14,500

### **Task 4 – Watershed Action Plan**

Using the information compiled as part of the previous Tasks, we will map the location of opportunities and provide a general assessment of the prioritization. The resulting Watershed Action Plan will be incorporated into Section 900 of the Township’s SWMP to provide not only a

model for the remaining sub-watersheds in the Township, but will also fully address section 11.0 Discharges to Water Quality Impaired Waters (MS4 - 3.1) of the EPA Protocol for MS4 permits and is incorporated into Stormwater Management Programs (SWMPs) as a component of the “Impaired Waters Plan.”

LSI will generally evaluate the potential for sediment load reductions in the context of the Township’s Pollutant Reduction Plan using default load reduction rates and general assumptions. We will also evaluate the potential for stormwater management benefits that may be realized through floodplain restoration opportunities, particularly relating to the High Properties.

The Watershed Action Plan will consist of a composite map of opportunities to convey information compiled in Tasks 1 – 3 above. These opportunities will consider MS3 discharge characteristics, benefit stacking opportunities such as stormwater management, flood reduction, groundwater recharge, recreation, environmental education, wildlife habitat, etc., constructability (willing landowners, permitting, access limitations, coordination, etc.), and other relevant factors. Critical locations or priority projects that warrant further study will be identified, and follow-up drive-by assessments of potential sites to assess issues and opportunities may be conducted.

LSI will facilitate a meeting with stakeholders to present findings, discuss next steps, and agree on the opportunities to be further developed under Task 5, below.

Task 4 Fixed Fee..... \$21,700

**Task 5 – Restoration Concept Plans for Select Sites (4)**

Based on the results of Task 4 and input from the clients in response to those results, LandStudies will prepare four concept plans: one for the Lancaster Country Club site, one for the High properties, and two for the top remaining opportunity identified through the work outlined above. These concept plans will include quantification of water quality benefits and budget cost estimates, along with how the BMP project supports the SWMP. The resulting concepts will have sufficient information to solicit grants and funding sources.

Task 5 Fixed Fee..... \$11,200

**Total Fixed Fee ..... \$60,000**



## Stauffer Run Re-Group Mtg #2

Mike LaSala <Mike@landstudies.com>

Thu 3/11/2021 3:17 PM

To: Tara Hitchens <thitchens@eastlampetertownship.org>; Charles Thomas <cthomas@eastlampetertownship.org>; Ralph M. Hutchison <rhutchison@eastlampetertownship.org>; JSwinehart <JSwinehart@lancasterfarmlandtrust.org>; agibson <agibson@lancastercleanwaterpartners.com>; John Cox <john@lancastercleanwaterpartners.com>; Scott Hain <SHain@dmai.com>; Charity Burkhart <cburkhart@dmai.com>; Josh Saunders <jsaunders@lancastercc.com>; Rory Connaughton <roryc@bcgl-law.com>; Ryan Granruth <rgranruth@lancastercc.com>; Alex Wasilewski <awasilewski@eastlampetertownship.org>; Ken Hornbeck - High Associates LTD. (khornbeck@high.net) <khornbeck@high.net>; Benjamin Ehrhart <Ben1@landstudies.com>; Mark Gutshall <Mark@landstudies.com>; Kelly Gutshall <Kelly@landstudies.com>

Good afternoon all:

Agenda to help guide tomorrow's discussion and several corresponding documents. A desired outcome of tomorrow's meeting includes a well-defined or more clear set of next steps/pathway for coordination of multiple efforts and goals across the watershed amongst the partners.

Thanks,  
Mike

**Michael T. LaSala, CPMSM**

Specialist/Analyst | MS4 Program Manager

**LandStudies**

*30 Years of Pioneering Water Resources Solutions*



## **Stauffer Run Watershed Action Plan**

### **SCOPE OF WORK – Updated March 11, 2021**

#### **Task 1 – Background Review**

Available pertinent information will be compiled and reviewed, including but not limited to completed studies, reports, and infrastructure mapping, to assess the watershed and identify gaps in data or information. This review will include previous work completed by Lancaster Farmland Trust.

Task 1 Fixed Fee ..... \$4,800

#### **Task 2 – Watershed Assessment**

LandStudies will conduct a visual assessment of the Stauffer Run watershed to gain an understanding of factors that affect the hydrology and hydraulics of the watershed. This will primarily be a “windshield survey.” Specific areas of interest, as identified during the background data review and windshield survey will be investigated in more detail. Significant structures, infrastructure, problem areas, and opportunities will be documented.

LandStudies will build upon the field work previously completed for the development of the Township’s stormwater management plan (SWMP) that involved field investigations in this small watershed (flow patterns, regulated outfalls, etc.).

Task 2 Fixed Fee ..... \$7,800

#### **Task 3 – Hydrology and Hydraulics**

Based on the findings of Tasks 1 and 2, LandStudies will develop a detailed hydrology model of the watershed using HEC-HMS. This existing conditions model will quantify runoff from all parts of the watershed and will be used as a basis for comparison of various BMP opportunities. The results of this model, combined with data gathered during Tasks 1 and 2, will be used to identify locations within the watershed with high potential for providing peak discharge and water quality benefits.

Task 3 Fixed Fee ..... \$15,200

#### **Task 4 – Watershed Action Plan**

Using the information compiled as part of the previous Tasks, we will map the location of opportunities based on the results of Tasks 1 – 3 outlined above and provide a general assessment of the prioritization. The resulting Watershed Action Plan will be incorporated into Section 900 of the Township’s SWMP to provide not only a model for the remaining sub-watersheds in the Township, but will also fully address section 11.0 Discharges to Water Quality Impaired Waters (MS4 - 3.1) of the EPA Protocol for MS4 permits and is incorporated into Stormwater Management Programs (SWMPs) as a component of the “Impaired Waters Plan.”

The Watershed Action Plan will consist of a composite map of opportunities to convey information compiled in Tasks 1 – 3 above. These opportunities will consider MS3 discharge

characteristics, benefit stacking opportunities such as flood reduction, groundwater recharge, recreation, environmental education, wildlife habitat, etc., constructability (willing landowners, permitting, access limitations, coordination, etc.), and other relevant factors. Critical locations or priority projects that warrant further study will be identified, and follow-up drive-by assessments of potential sites to assess issues and opportunities may be conducted.

LSI will facilitate a meeting with stakeholders to present findings, discuss next steps, and agree on the opportunities to be further developed under Task 5, below.

Task 4 Fixed Fee ..... \$22,000

**Task 5 – Restoration Concept Plans for Two Select Sites**

Based on the results of Task 4 and input from the client in response to those results, LandStudies will prepare a concept plan for the top two (2) prioritized projects identified through the work outlined above. These concept plans will include quantification of water quality benefits and budget cost estimates, along with how the BMP project supports the SWMP. The resulting concepts will have sufficient information to solicit grants and funding sources.

Task 5 Fixed Fee ..... \$8,600

**Total Fixed Fee ..... \$58,400**

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE TOWNSHIP OF EAST LAMPETER, LANCASTER COUNTRY CLUB,  
AND HIGH ASSOCIATES LTD. FOR ANALYZING THE STAUFFER RUN SUB-  
WATERSHED AND IDENTIFYING LONG-TERM WATER RESOURCE  
MANAGEMENT SOLUTIONS**

THIS MEMORANDUM OF UNDERSTANDING (MOU) made and entered in to this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by, between and among the **TOWNSHIP OF EAST LAMPETER**, a Pennsylvania second-class Township, having offices located at 2250 Old Philadelphia Pike, Lancaster, Pennsylvania, (hereafter referred to as "Township"); **LANCASTER COUNTRY CLUB**, located at 1466 New Holland Pike, Lancaster, Pennsylvania (hereafter referred to as "LCC"); and **HIGH ASSOCIATES LTD.**, located at 1853 William Penn Way, Lancaster, Pennsylvania (hereafter referred to as "High").

**Recitals**

A. **WHEREAS**, Township, LCC, and High own, maintain, operate, or have an interest in the long-term viability of infrastructure, assets, and quality of water resources within the Stauffer Run sub-watershed located in East Lampeter Township;

B. **WHEREAS**, the Township is subject to the terms and conditions of an issued Small Municipal Separate Storm Sewer System (MS4) Permit, including pollutant reduction requirements for nutrients and sediment discharging to local waterways;

C. **WHEREAS**, LCC has experienced damage to infrastructure and assets from storm events due to localized stormwater run-off, excessive and high-energy flows in Stauffer Run resulting in degradation and erosion of streambanks within the golf course areas, and poor habitat and aesthetics in areas along Stauffer Run;

D. **WHEREAS**, High manages and operates a mixed-use corporate campus encompassing reaches of Stauffer Run and tributaries where continuous redevelopment, aesthetics, stormwater management, and asset protection are critical considerations and functions for the campus; and

E. **WHEREAS**, the Township, LCC, and High have independently and collectively engaged LandStudies, Inc., located at 315 North Street, Lititz, Pennsylvania (hereafter referred to as "LSI") to assess and identify opportunities, approaches, and alternatives with the intent to improve the quality of water resources, reduce nutrients and sediment, improve conditions within the Stauffer Run sub-watershed for infrastructure protection, and establish creative stormwater management solutions.

**NOW, THEREFORE,** the Township, LCC, and High hereby agree as follows:

1. **Purpose and Intent.** The purpose and intent of this MOU is to authorize the Township, LCC, and High to cooperatively and collaboratively work together and engage LSI to assist them in analyzing the Stauffer Run sub-watershed; and identify and develop long-term water resource management solutions per the Stauffer Run Feasibility Analysis Proposal (Exhibit A).

a. **Cooperative Activities.** In an effort to satisfy the purpose and intent of this MOU, Township, LCC, and High hereby agree, as promptly and as reasonably practicable, to do the following:

(a) Township, LCC, and High will be parties to the agreement (contract) with LSI, and with each entity to be separately invoiced one-third of each bill;

(b) Each entity shall be monetarily responsible for any additional work or changes to the original Scope of Work as outlined in the Stauffer Run Feasibility Analysis Proposal it may request or approve individually, unless another entity that is a party to this MOU agrees in writing to the additional work or changes; and

(c) Reasonably collaborate as a collective group during the facilitation of the Scope of Work.

b. **Collaborative Activities.** In an effort to satisfy the purpose and intent of this MOU, Township, LCC, and High hereby agree, as promptly and as reasonably practicable, to collaborate as follows:

(a) Provide reasonable information to the group when requested as it pertains to facilitation of the Scope of Work; and

(b) Meet periodically to assess the progress, findings, and developing recommendations during the facilitation of the Scope of the Work.

2. **Preliminary Conditions.** The following outlines inherent conditions or individual objectives of the Township, LCC, and High:

a. Township: requires implementation of restoration alternatives providing nutrient and sediment reductions within the jurisdictional boundaries of East Lampeter Township; and may require partnerships with private entities for the implementation of restoration alternatives on private property where nutrient and sediment reductions can be claimed by Township.

- b. LCC: requires implementation of restoration alternatives or stormwater management solutions at Lancaster Country Club to improve conditions and protect assets; desires stormwater management solutions that would qualify for a reduction in the proposed East Lampeter Township Stormwater Utility Fee assessed for LCC; and desires regional stormwater management solutions that would complement any implemented restoration alternatives or stormwater management solutions.
- c. High: requires implementation of stormwater management solutions on and around the mixed-use corporate campus for continuous redevelopment (or new development) initiatives; desires stormwater management solutions that would qualify for a reduction in the proposed East Lampeter Township Stormwater Utility Fee assessed for High; and desires regional stormwater management solutions that would complement any implemented stormwater management facilities and may provide additional infrastructure or asset protection.

3. **Miscellaneous.**

- a. Notwithstanding the provisions of this MOU, nothing herein shall bind the parties with respect to the expenditure of public or private funds or to any future proposal for establishment of any agreement for the implementation of recommendations, projects, restoration alternatives, or stormwater management solutions that may result from the completion of the Scope of Work.
- b. In implementing this MOU, the parties shall comply with all applicable federal, state, and local laws, ordinances, regulations, and policies. Township, LCC, and High fully recognize the importance of and need to comply with all applicable requirements associated with approval of any future project, including applicable requirements to the extent that those requirements are required by law and approval of permits to the extent that those requirements are required by law. Township, LCC, and High do not, by this MOU, commit to the approval of any project and do not in any way delegate or waive its discretion in making future decisions regarding any project.
- c. Nothing herein shall establish that an identified restoration alternative or stormwater management solution must be implemented by any party to this MOU.
- d. This MOU shall be governed by and construed according to the laws of the Commonwealth of Pennsylvania.

- e. This MOU may be terminated by any party at any time by its respective governing body, officers, or appointed officials.

TOWNSHIP OF EAST LAMPETER

By: \_\_\_\_\_

\_\_\_\_\_  
Attest

LANCASTER COUNTRY CLUB

By: \_\_\_\_\_

\_\_\_\_\_  
Attest

HIGH ASSOCIATES LTD.

By: \_\_\_\_\_

\_\_\_\_\_  
Attest

## **Stauffer Run Re-Group Meeting #2**

**March 12, 2021**

### **AGENDA**

- Revisit/revise project objectives
  - Partners' interest revisited
  - Other efforts underway
  - Desired outcomes
- Previous MOU
  - Valid? Necessary?
- Updated Scope of Work
  - Additional revisions?
  - Expand references?
- Next steps



Thank you! 🙌😊

Lancaster Clean Water Partners <esmedley@lancastercleanwaterpartners.com>

Wed 6/30/2021 8:29 AM

To: Alex Wasilewski <awasilewski@eastlampetertownship.org>

[View this email in your browser](#)



#### Stretching out of Zoom boxes: Partners semi-annual meeting recap

Another successful Partners Semi-Annual meeting for the books! Thank you to those that were able to participate and collaborate at East Lampeter Township Community Park last week. We loved having everyone together in-person to share success stories (more to read [here](#)), hear from two all star partner organizations (thank you Zeshan and Jeff!) and discuss collaborative opportunities.

For those that could not attend, check out these resources from the meeting:

- [Menu for Success](#) one-pager
- [Values](#) one-pager
- [Rapid Stream Delisting](#) infographic ([printable version](#))
- [NFWF INSR "Crescendo in Collaboration" project description](#) one-pager
- [Advancing Agriculture Outreach RFP](#) ([printable version](#))

If you haven't already signed up to officially be a partner organization, [fill out the form today!](#) Don't know if you're officially a partner organization? [View the list on our website.](#) If your organization's logo is not included on the Who We Are page, you have not filled out the form yet.

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**Get your applications ready for the Clean Water Fund!**

If you need dollars for a clean water project in Lancaster County, consider applying to the Lancaster County Community Foundation's Clean Water Fund. We're offering more opportunities this year to increase the bias towards action to achieve the county's work towards clean and clear water by 2040!

**Final applications are due July 26 @ 11:59 p.m.**

NOTE: We're still accepting applications to the Clean Water Implementation Large Grant. Dollars are awarded on a **rolling basis** until all funds are allocated.

**[Learn More](#)**

### **Success Stories from Clean Water Fund Grantees**



The owners of the House at Climbers Run, a retreat center and rental space, used to dread heavy rain because it meant that the stream on their property would flood, causing significant land erosion, safety concerns, and increased pollution.



Every two months, Mr. Beiler found himself back in his family's fields to spread another layer of "farmer's gold." With inadequate manure storage, Beiler had to spread manure even when the ground didn't need or wasn't able to absorb the added nutrients.

But because dollars granted from the Clean Water Fund, Donegal Trout Unlimited helped them restore 1,530 linear feet of stream and plant 2.45 acres of riparian buffers so the streambanks will remain in place and the property owners can continue to share “the magic that is living in the country” with their guests.

**Read More**

But because of dollars granted from the Clean Water Fund and project partner LancasterFarmlandTrust, Beiler now has a six-month manure storage pit and is playing his part for cleaner water for his family, farm, and community.

**Read More**

The Lancaster Clean Water Partners is a countywide, collaborative partnership of diverse partner organizations that come together with a shared vision of clean and clear Lancaster waterways by 2040.

Learn more at [www.lancastercleanwaterpartners.com](http://www.lancastercleanwaterpartners.com).

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[Fa](#) [We](#) [Em](#)  
[ce](#) [bsit](#) [ail](#)  
[bo](#) [e](#)  
[ok](#)

**Our mailing address is:**

Lancaster Clean Water Partners  
1383 Arcadia Road  
Lancaster, Pennsylvania 17601

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