



## MEMORANDUM

DATE: September 20, 2022  
TO: Records Management  
FROM: Trevor Long, Secretary  
SUBJECT: Stormwater Program Advisory Committee: Missing Minutes

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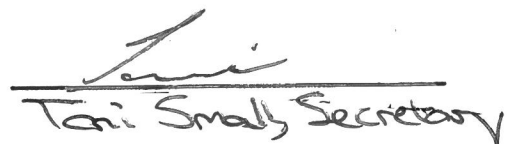
The following minutes for the Stormwater Program Advisory Committee of James City County dated as indicated below, are acknowledged to be missing signatures.

To the best of my knowledge, these minutes are the official minutes for the listed meeting dates of the Committee. The current Board voted on and APPROVED these minutes at the September 20, 2022 meeting.

Please accept these minutes as the official records for these minutes.

- 2017
  - March 21, 2017
  - May 16, 2017
  - July 18, 2017
  - September 19, 2017
  - November 28, 2017
- 2018
  - January 16, 2018
  - March 15, 2018
  - May 17, 2018
  - July 19, 2018
  - September 20, 2018
  - November 15, 2018
- 2019
  - January 17, 2019
  - March 21, 2019
  - May 16, 2019
  - July 18, 2019
  - September 19, 2019
  - November 21, 2019
- 2020
  - January 30, 2020
  - May 19, 2020
  - September 15, 2020
  - November 17, 2020
- 2021
  - January 19, 2021
  - March 16, 2021
  - May 18, 2021
  - July 13, 2021
  - November 16, 2021
- 2022
  - January 18, 2022
  - March 15, 2022
  - May 24, 2022

  
Wendy Ruffle, Chair

  
Toni Smally, Secretary

A MEETING OF THE STORMWATER PROGRAM ADVISORY COMMITTEE OF THE COUNTY OF JAMES CITY, VIRGINIA, WAS HELD ON THE SIXTEENTH DAY OF MAY, TWO- THOUSAND NINETEEN, AT 4:00 P.M AT THE JAMES CITY COUNTY GOVERNMENT CENTER, BUILDING D, JAMES CITY COUNTY, VIRGINIA.

**A. CALL TO ORDER. ROLL CALL**

**Committee Members Present:**

Phillip Doggett, Stonehouse  
Robert Gasink, Jamestown  
Tom Hitchens, Powhatan  
Arne Lauer, Roberts  
Anthony Loubier, Stonehouse  
Bob Lund, CSWCD  
Frank Polster, Jamestown  
Wendy Ruffle, Berkeley  
Erin Smith, Jamestown  
Alexandra Younica, Berkeley

**Committee Members Absent:**

Glen J. Carter, Roberts  
Darren Curtis, Berkeley  
Richard Powell, Berkeley

**Special Guests:**

Robin Goad, CSWCD

**B. PUBLIC COMMENT – None**

**C. APPROVAL OF MINUTES – The March 21, 2019 minutes were approved.**

**D. ORDER OF BUSINESS**

- a. MS4 Program Plan: Update** – Toni Small updated the SPAC on the changes to the MS4 Program Plan as it reflects the permit language required by the new MS4 permit. Staff explained that changes included narratives of procedures and guidelines now included in the Appendix, references to the name of the division, dates, and target audiences which have been updated.
- i. Frank Polster commented on the BMP tracking spreadsheet in MCM 5.5, suggesting that staff include data for each BMP in the GIS database and including VDOT ditches that are county maintained into the database.
    1. Toni Small indicated that this spreadsheet and information could be brought to a future meeting.
  - ii. Bob Lund referenced the new IDDE reporting site asking if there was a way that people could also report Erosion and Sediment Control in a similar manner.
    1. Toni Small and Trevor Long explained ways that people could report E&S complaints and noted that it is possible to add E&S complaints to the IDDE

report page.

- iii. Tom Hichens questioned whether there was a way to tighten E&S regulations in James City County.
  - 1. Toni Small responded that a presentation on E&S oversight could be brought to the July meeting given that there was enough room on the agenda.
  - 2. The SPAC discussed current E&S regulations and enforcement.
  - 3. Frank Polster expressed concern over Stormwater Management not being address at the Master Plan approval process indicating that by requiring more stringent requirements earlier on in the approval process would be a proactive response to E&S issues.
  - 4. The SPAC deliberated the issue of development and Stormwater Management within the county.
- iv. Frank Polster raised questions in regards to the WIP III and nutrient loading credits in the Chesapeake Bay Total Maximum Daily Loads.
  - 1. Staff responded that the CBTMDL will be brought to the July meeting for discussion.
- v. Motion to approve the Program Plan (1<sup>st</sup> Polster/ 2<sup>nd</sup> Ruffle) – 10-0.

**b. Virginia Equine Cost Share Program and Revised Phase 2 Equine Program: Colonial Soil and Water Conservation District-**

- i. Robyn Goad updated the SPAC on the progress of state funding and decision making.
- ii. Bob Lund explained that the Revised Phase 2 Equine Program which included what was learned, updated, and how information presented could change in 2022. CSWCD asked for suggestions and input.
  - 1. SPAC asked questions on the technicalities of the program how much money is to be provided.
  - 2. Frank Polster recommended that the CSWCD come back with cost in order for staff to set aside money.

**c. Turf Love Report: Robyn Goad-** Robyn Goad provided a brief presentation of the Annual Turf Love Report provided by the Colonial Soil and Water Conservation District.

**E. STAFF UPDATES**

- a. **Williamsburg Farmers Market Update: Trevor Long** – Trevor Long updated the committee on an upcoming outreach event at the Williamsburg Farmers Market to be held on June 8, from 8:00 a.m. to 11:00 a.m. Email sign-ups to be sent out closer to the event date.

**F. COMMITTEE REQUESTS- None**

**G. NEXT MEETING** - The next meeting will be July 18, 2019 at 4:00 pm at Building D Conference Room, 101 Mounts Bay Rd.

**H. ADJOURNMENT** - The meeting was adjourned at 5:18 p.m.

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Darren Curtis, Chair

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Toni Small, Secretary