



MEMORANDUM

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

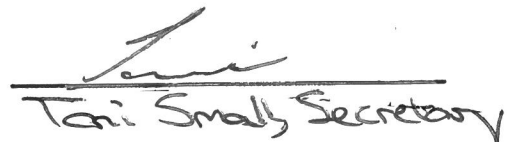
The following minutes for the Stormwater Program Advisory Committee of James City County dated as indicated below, are acknowledged to be missing signatures.

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 THIRTEENTH DAY OF JULY, TWO- THOUSAND TWENTY ONE, AT 4:00 AT 101 MOUNTS BAY ROAD, BUILDING D.

A. CALL TO ORDER. ROLL CALL

Committee Members Present:

Frank Polster, Jamestown
Richard Powell, Berkeley
Wendy Ruffle, Berkeley
Alexandra Younica, Berkeley
Anthony Loubier, Stonehouse

Committee Members Absent:

Glen J. Carter, Roberts
Darren Curtis, Berkeley
Phillip Doggett, Stonehouse
Robert Gasink, Jamestown
Tom Hitchens, Powhatan
Arne Laur, Roberts
Bob Lund, CSWCD

Special Attendees:

B. PUBLIC COMMENT – None

C. APPROVAL OF MINUTES –

- a. The May 18, 2021 minutes were conditionally Approved (5-0)

D. ORDER OF BUSINESS

- a. New Member Recruitment and Term Expiration – Trevor Long updated the SPAC that applications for new members were submitted. Candidate’s applications were examined and discussed.
 - i. Frank Polster raised a question about which districts were not currently represented.
 - 1. Trevor responded that Roberts and Stonehouse were lacking representation.
- b. Septic pump- out CBPA grant award
 - i. Toni Small updated the SPAC on the status of the CBPA grant award, stating JCC was offered \$10,000, which will be used to pump out septic tanks that have not been pumped in 5 years or more, but the grant is awaiting approval from the Board of Supervisors.

1. Frank Polster raised a question about the prioritization of septic tanks to be pumped.
 - a. Toni Small responded that it will be dependent on income and time delinquency.
- c. Tour discussion
 - i. Barry Moses discussed with the SPAC stream restorations that are potential sites for a tour at the next meeting. Choices provided were Grices Run, The Foxes, Toano, and Woodland farms.
 1. Anthony Loubier raised a question about the completion of both sections of Grices Run.
 - a. Barry responded that both sections are not complete, but they will be by the tour.
 2. Alexandra Younica promoted the Toano and Woodland Farms stream restorations.
 - a. Frank Polster made a motion- 3:00 PM Toano and Woodland Farms for tour
- d. Septic EAM layer/ BMP later demonstration
 - i. Mike Woolson discussed the corresponding GIS layers between watersheds and septic systems, also providing a graphical demonstration.
 1. Frank Polster raised a question about the validity of the location of septic tanks and structures within the software.
 - a. Mike responded that tanks are listed on the structures themselves but not in the exact location.
 - b. This prompted a discussed about flooding and septic.
 - c. Inspections are on a 5 year cycle in compliance with the MS4 permit.
 2. John Fuqua discussed increased legal notice.

E. STAFF UPDATES

- a. FY21 CWH update
 - i. John Fuqua stated that there is a total reimbursement of \$264,009. This is within the top two years of reimbursement.
 - ii. The committee discussed various aspects of this program and voiced their support.
- b. CIP update-SLAF applications
 - i. Barry Moses reported a budget of 50 million dollars for SLAF and discussed candidates
- c. RFP's for WSMP's
 - i. Toni Small and Mike Woolson discussed three RFP's for Powhatan, Yarmouth, and Diascund
 1. Frank Polster showed interested in a hydrology study for future plans
- d. FEMA CRS annual recertification
 - i. Mike Woolson updated the SPAC that JCC has a CRS level 5, making it the first in Virginia

F. Committee Requests – None

G. NEXT MEETING – The next meeting will be September 21, 2021 at 4:00 pm in a location to be determined.

a. *This meeting was cancelled. The next meeting will be November 16, 2021.

ADJOURNMENT - The meeting was adjourned at 5:35 p.m.

Wendy Ruffle, Chair

Toni Small, Secretary