

**MINUTES OF THE MEETING  
OPEQUON CREEK PROJECT TEAM, INC.  
MARCH 13, 2007**

Meeting held at James Rumsey Technical Institute's Assembly Room 6:00-8:00 p.m.  
Facilitator: Alana Hartman, WV Department of Environmental Protection

Also Present: Richard Demoske, Bonnie Stubblefield, Bill Zinner, Mary Beth Bennett, Sandra Bernardi, Diane and Gary Sylvester, Mary Palmer, John Jacko, George Snider, Sharon Lee, Tanya Borisova, Ron Gunderson

---

**Handouts:** Earth Day at Yankauer

**6:00 Introductions**

**Financial Report.** Alana reported there is \$1581.51 left in the Stream Partners Grant and there is \$1815.00 in DEP's OCPT account (she deposited 2 old Rain Barrel checks for #35 each, and one new one for \$50)- however the team will be subtracting \$740 for the next load of barrels. After discussion, the team decided to have Alana request \$100 in funds from EPCD that were not used for brochures to be re-directed and used to purchase buffer stakes.

**Correspondence.** Alana reported a formal request was made to WVU on 3/17/07 for \$126 worth of postage for Jefferson County letter and survey mailing and a formal thanks was sent to ICPRB on 3/01/07 for 120 Coliscan kits and 3 incubators.

**Upcoming Events.** March 28, 2007, Rain Barrel Workshop  
March 31, 2007, Mill Creek Clean Up Day  
March 31, 2007, Virginia TOW Buffer Planting  
April 10, 2007, Next Regular Scheduled Meeting  
April 21, 2007, Berkeley Community Pride Roadside Cleanup Day  
April 21, 2007, Yankauer Nature Preserve Earth Day Celebration  
April 27 and 28, 2007, OCPT Buffer Planting

**New Business.** Alana reported that March 31, 2007 is the deadline for mid-term reporting of Stream Partners Grant and that April 16 is the deadline for a new grant proposal. She also reported that we now have a final TMDL –Watershed Based Plan- that will limit the *total maximum daily load* each watershed may have. The team then discussed the need to write to CVI regarding a circuit rider and Sandra agreed to write a letter for OCPT. It was reported OCPT now has a post office address: OCPT, P.O. Box 4248, Martinsburg, WV 25402. The fee is \$40 annually, for which Sandra will be reimbursed.

**Project Updates.**

1. **By-laws and incorporating.** After some discussion about who could become a "member" of OCPT, the team agreed anyone interested in watershed protection and cleanup is to be allowed to become a member of OCPT. There was also discussion and a decision made that the term of Officers and Board of Directors Members elected by the team tonight would run until November, 2007 at which time an

election would then be held and new officers and board members would then resume the terms of their office as specified by the by-laws on January 1, 2008. An agreement was also reached by the team that officers would also be members of the Board of Directors. The team then agreed the by-laws are now acceptable as written and are to be adopted by the team. As suggested by Bill Zinner, the team agreed funds of \$40.00 are to be allocated from Rain Barrel Workshop proceeds to pay the expense of filing the Articles of Incorporation and Sandra Bernardi agreed to send the funds to the state and continue the process of incorporating and obtaining a Federal Tax Number for OCPT. The team then held an election of Officers and appointed members of the Board of Directors.

Nominations for Opequon Creek Project Team, Inc. Officers were:

- a. President- **Sandra Bernardi**
- b. Vice-president- **George Snider**
- c. Treasurer- **Gary Sylvester**
- d. Secretary- **Mary Palmer**

Ron Gunderson made a motion to accept the slate of officers as nominated, Bill Zinner seconded the motion, all members of the team voted to accept the motion.

Nominations for OCPT, Inc. Members of The Board of Directors were:

- a. **Sharon Lee**
- b. **Bill Zinner**
- c. **Bonnie Stubblefield**
- d. **John Jacko**
- e. **Ron Gunderson**

Gary Sylvester made a motion to accept the members of the Board of Directors as nominated, Sandra Bernardi seconded the motion and all members of the team voted to accept the motion.

2. **Mill Creek Cleanup.** Saturday, March 31<sup>st</sup>, 2007, 9a.m. –noon. The team is to meet at Mountain Ridge Intermediate School as home base. This cleanup project satisfies the requirements of the Alice Ferguson Foundation program and also WV's Make it Shine program. Sara Wuertenberg will submit the information to the Journal.

3. **Buffer Project Site Selection.** Alana delivered a slide presentation of the pros and cons of three sites for the team to plant a riparian buffer this spring. The three properties on the Opequon Creek under consideration are owned by: Pichot, Jacko, Vila. The team then decided the site to be planted, based on the slide show and the following group discussion, would be the Jacko property near the mouth of the Potomac. Since there is a partial buffer in existence, the team will be filling it in and helping the property owner with an on-going effort to protect the creek bank from further erosion. Alana reported from her field review it is possible that our funds may do the whole job needed in this area. Bonnie Stubblefield made a motion for the OCPT to plant a buffer at this site in spring of 2007; Sharon Lee seconded the motion and all team members voted yes to pass the motion.

4. **Website.** The new OCPT- under construction by Tanya Borisova- website was discussed and Alana asked the team to help identify photos and select ones from a handout she passed out to be displayed on the website. Richard Demoske agreed to research possible web hosts.

5. **Rain Barrel Workshop.** Wednesday, March 28<sup>th</sup> at the Public Works Building, Boston Street, 6-8 p.m. The cost of each barrel is to be \$50.00 except to several people who were quoted the old price of \$35 and OCPT members. Alana reported she had contacted those people

who were on a waiting list from the fall of 2006 and Sandra was sending a letter to those who signed up at the Home Show. Mary Beth Bennett agreed to put a notice of the workshop in her weekly Journal article (Alana will send wording to Mary Beth). The team also decided a separate Journal article informing the public of the workshop was necessary and that team volunteers are needed to help Frank Rodgers with this workshop by putting the barrel kits together and help load them into cars. Mary Beth also noted the Master Gardener's exhibit at the March Builder's Home Show where an OCPT rain barrel was displayed and a Rain Barrel Seminar given by Frank Rodgers was a huge success, and various members of the team acknowledged Mary's talents and efforts with the booth. Ideas for selling the barrels apart from workshops: at the youth fair, to garden club. Idea of kids' art contest with barrels also suggested. Someone noted the coke bottling plant in Baltimore now sells theirs to Abby barrels, \$15 each (30 gallon?)

6. **Mailing to Jefferson County Landowners.** Alana handed out draft version #2 of the letter and survey to be mailed. There was team discussion concerning whom the letter should be addressed to and 'Landowner' was changed to 'Concerned Individual'. After further discussion, there were other minor changes made to the letter and the survey.
7. **Survey of Mill Creek Landowners.** After the teams' review of draft version #2 tonight, Alana will pass the letter and survey along to Dr. Collins. WVU will handle the mailing, including postage.
8. **Booth/tabletop Display.** Is there interest in a committee to present exhibits for 2007? First opportunity April 21 at Yankauer Preserve.
9. **Berkeley County Judicial Center parking lot Rain Garden.** There are remaining tasks to be finished: order/install sign, install barriers, spring planting of summer plants, weeding, re-mulching, cleanup. Alana reported there is still budget money available for this project. Mary Beth Bennett reported that Master Gardeners would be working on this project and replanting with a revised selection of rain garden plants as weather permits.
10. **War Memorial Park natural stream restoration/shrub planting.** Contact is being made with Steve Catlett about restoring some of the vegetation and making a barrier to people pulling up to close to the creek. Rebecca MacLeod is developing a planting plan and volunteers will be needed for one day to plant it. Bill Zinner requested team help with new Ailanthus growth eradication at last years' Tuscarora Creek buffer planting area.
11. **Opequon Watershed (VA and WV) Targeted Watershed Grant update.** Alana reported there is no update yet.
12. **Monitoring.** Alana reported: A) Fecal coliform-monthly sampling underway; preliminary results graphed and finally presented to group via the projector. Possible trends. Alana questioned whether the team wanted to keep this in grant proposal for '07-08. (\$125 times 12 = \$1500) B. E. Coli – 4 teams received supplies from ICPRB of incubators and kits to do about 40 samples, each at last months' meeting. Alana questioned whether the team wanted to add this to the '07-08 grant proposal. C. Biological – the question of does the team want to plan a monitoring day for spring was tabled.

The meeting was adjourned at approximately 8:00 p.m.

Team member volunteers then stuffed, labeled and stamped envelopes for the Mill Creek Landowners' letter and survey mailing.

Minutes of the meeting prepared by Mary Palmer, Secretary, OCPT, Inc.

Minutes of the meeting posted at: [www.wvnet.org/wvts\\_imp.htm](http://www.wvnet.org/wvts_imp.htm)