

Meeting Date/Time: September 23, 2014; 6:00 pm

Members present: Matt Witsil; Sally Hoyt; George Retschle; Julie McClintock; Steve Bevington; Stefan Klakovich; Carson Stuart

Members absent: Pam Herndon (exc.)

Staff: Mike Taylor; Jay Gibson; Sue Burke

Guests: Scott Parker; Fran DiGiano

Agenda Item	Discussion points	Motions/Votes	Action
Meeting called to order	Ms. McClintock called the meeting to order.	N/A	Meeting began at 6:02 pm in Meeting Room B at the Town Library. A quorum was present.
Introductions	Ms. McClintock asked the Board members and staff to introduce themselves; welcomed the guests; and asked guests to briefly introduce themselves.	N/A	N/A
Agenda Review	Add "Petitions" to the agenda.		
Announcements	Staff forwarded an email to the Board about Festifall volunteers. Mr. DiGiano announced that Clean Jordan Lake, as part of NC Big Sweep, would be conducting its fall clean-up on October 11, 2014 from 9 am to 1 pm.	N/A	N/A
Approval of Meeting Notes from August 26, 2014	None	A motion to approve the August 26, 2014 meeting notes was made by Mr. Witsil and seconded by Mr. Stuart. Passed unanimously.	N/A
Petitions	None	N/A	N/A
Getting Organized	1. Agenda Prep - Ms. McClintock will email the draft meeting agenda to Board members 10 days before the meeting for their review and comments. 2. Calendar - Ms. McClintock proposed holding a November meeting and canceling the December meeting. Dates proposed were November 11 and November 18. 3. Review of Board charge - Copies of the Board charge (§ 23-14 of the Town's Code of Ordinances) were distributed and the Board's charge and responsibilities were reviewed.	Ms. Hoyt made a motion to for the Board to meet on November 18, 2014, provided room space is available, and cancel the December meeting. Mr. Witsil seconded the motion. Passed unanimously.	Staff will check room availability for November 18.

Agenda Item	Discussion points	Motions/Votes	Action
Getting Organized (cont.)	<p>A Board member requested that the Board's budget priorities be an agenda item for the November meeting.</p> <p>4. A board member asked what action the Board takes on petitions from residents. Does the Board pass them on to the Council? Does the Board take a position about the item?</p> <p>Petitions are referred to staff who respond to the issue at the meeting or bring back a response at a future meeting. The Board members thought the petition process was helpful to make them aware of and better understand issues.</p> <p>5. Interests of individual Board members - Ms. McClintock distributed a summary of areas of interest and preferences from the previous Board to start the discussion. Board members should review the list and provide Ms. McClintock with their preferences. What special events, e.g., outreach, could the Board sponsor?</p> <p>6. Reports/help from Town staff - As an example, some members thought the Board should be more involved in the budget preparation. Staff noted that budget information could be shared with the Board when the Town Manager presented his draft budget to the Town Council.</p> <p>7. Key points from Advisory Board training - Four members attended the training on September 13. The Mayor explained the links between the 2020 Plan, priorities, and budget. Other helpful information included Open Meetings law and limited powers/authorities under state law.</p> <p>8. Board communications - All Board members should be included on emails.</p>		
Booker Creek Alliance petition	<p>Staff indicated that the petition was referred to the Town Clerk's office to be added to the official record of the Stormwater Master Plan public hearing. As part of the agenda item for September 29, staff has summarized the comments received and provided staff responses. Elements of a majority of the items included in the petition are already integrated into the Town's stormwater program or are already proposed elements of subwatershed studies.</p>		N/A

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Clean Jordan Lake	<p>Mr. Fran DiGiano, a co-founder of Clean Jordan Lake, provided an overview of the organization. Its focus is to 1) remove trash found along the lake's shoreline to improve habitat, improve aesthetics, and protect wildlife and 2) litter prevention through education programs, enforcement of anti-litter laws, and illegal disposal.</p> <p>About 80% of the trash is transported by runoff. Clean Jordan Lake has two clean-up events a year. Other volunteer programs include Adopt-a-Shoreline and Adopt-a-Feeder-Stream.</p> <p>Little Creek has been adopted by a Meadowmont group.</p>		
Stormwater Master Plan comments	<p>The Board reviewed the written comments it previously submitted to the Town Council, which were also presented by Mr. Rimer at the Council's May 28th meeting. Members thought Comment #4 about funding was important to reiterate. However, anyone speaking at the meeting will be speaking as a resident and not for the Stormwater Advisory Board because there is insufficient time to prepare formal comments before the September 29th meeting.</p>		
Updates	<p>Ephesus Church/Fordham - Ms. McClintock asked if staff was reviewing the Village Plaza application. Staff answered that the application was being reviewed for compliance with the Form-Based Code.</p>	N/A	N/A
Upcoming stormwater issues before Council	None	N/A	N/A
Current Town initiatives	None	N/A	N/A
Items of interest in other jurisdictions	<p>Ms. Hoyt announced that UNC has been notified that its 319 grant application to daylight a portion of a stream was being approved.</p>		
Adjournment	N/A	<p>Motion to adjourn was made by Mr. Witsil and seconded by Mr. Bevington. Passed unanimously.</p>	<p>Meeting adjourned at 7:43 pm.</p>