

TECHNICAL REPORT
Board of Directors Meeting, April 2020

STEVEN BAADE, CPESC
 AMBER FUNK
 LORI KERRIGAN, CPESC
 ANDREA MIKOL

JOHN MOTZ
 DREW K. WAGNER, P.E.
 MICHAEL J. WILK, P.E.

The following correspondence, calls and meetings include consultation with applicants to expedite permit processing, technical assistance and consultation to uphold Chapter 102 and 105 compliance in accordance with MCCD delegation:

March

<u>Chap. 102/NPDES</u>	<u>MCCD:</u>	<u>PennDOT:</u>
Telephone Calls:	92	3
Meetings:	24	0
Staff Meetings:	46	0
Gen Corr:	241	3
Applications Received:	8	0
Processed Incomp. GP Applications:	0	0
Processed Comp. GP Applications:	0	0
Processed Incomp. Ind. Permit Apps:	2	0
Processed Comp. Ind. Permit Apps:	4	0
Processed Incomp. ESCGP Apps:	0	0
Processed Comp. ESCGP Apps:	0	0
Applications Withdrawn:	0	0
Drafted DEP Withdrawl letters:	0	0
Authorized General Permits:	0	0
Issued Individual Permits:	1	0
Processed Minor Modifications:	1	0
Prepared Minor Mods for DEP:	0	0
Completed Records of Decision:	2	0
Completed RODs for Minor Modification:	0	0
Processed Co-Permittee Applications:	6	0
Processed Transferee Applications:	0	0
Reviewed Notices of Termination:	0	0
Acknowledged Notices of Termination:	0	0
Reviewed Co-Permittee Release of Liability:	0	0
Acknowledged Co-Permittee Release of Liability:	0	0

	Plan Reviews:	# of sites:
Post Construction Stormwater Management:	6	5
Erosion Sediment Control:	12	11

Above meetings included:	MCCD:	PennDOT:
Pre- Application Meetings:	11	0
Buffer/Act 162 Meetings:	0	0
Plan review meetings:	4	0
PDG meetings with DEP:	5	0
Elevated Review meetings:	0	0
Pre-Construction meetings:	4	0
Technical Assistance Calls:	5	0
Tech/compliance assistance meetings:	2	0

Above staff meetings included:		
Meetings to discuss PCSM issues with P.E.:	15	0
P.E. technical assistance meetings to the tech staff:	8	0

Chapter 105 Activities:

Telephone Calls:	16	0
Meetings:	3	0
Staff Meetings:	6	0
Gen Corr:	33	0
Received GP Applications:	1	0
Reviewed GP Applications:	6	0

Acknowledged GPs:

GP-1:	0	0
GP-2:	3	0
GP-3:	0	0
GP-4:	0	0
GP-5:	0	0
GP-6:	0	0
GP-7:	1	0
GP-8:	1	0
GP-9:	0	0
GP-10:	0	0

Withdrawn GP applications:	0	0
Transferred GP applications:	0	0

The above included:

Technical Assistance Calls:	5	0
Meetings:	4	0
#105 Site Visits	0	0

Dirt and Gravel/Low Volume Roads:

Meetings:	8
Phone calls:	9
General Correspondence:	13
Site Inspections:	0
Quarry visits:	0
Staff Meetings:	5

I. CHAPTER 102 AND 105 PA DEP DELEGATION AGREEMENTS
ON-SITE INSPECTIONS/COMPLAINT HANDLING

1. One on-site inspection, Follow-up, Messer/ Northeast Site (Coolbaugh) - inspection performed to verify adequate temporary stabilization and E&S BMP implementation while site is dormant. Minor BMP adjustments needed. No IR sent.
2. One on-site inspection, Follow-up, Panczak 611/Warner Rd/APP Realty (Pocono) - No plans or permit applications submitted. No stabilization implemented. NOV sent with IR 5.
3. One on-site inspection, Follow-up, Chadwell Floodway Fill (Price) - Owner removed fill from floodway and stabilized. Restoration Letter sent.
4. One on-site inspection, Follow-up, Donaldson 447 Fill Site/Keila Trucking (Barrett) - Silt fence needs maintenance. Stabilization needed. IR 3 sent.
5. One on-site inspection, Routine, Schoolhouse Estates/Classic Quality (Price) - Basin 2 access installed. Basin 3 upslope conveyance not installed. BMPs at stockpile require maintenance. IR 16 sent.
6. One on-site inspection, Follow-up, Seth Lane Water Line Replacement/Global Funding Services (Stroud) - No stabilization implemented. No plans/permit applications submitted. NOV sent with IR 3.
7. One on-site inspection, Complaint, I-80 Geotechnical Drilling/PA Drillers/AECOM (Stroud) - Temporary access road installed between 80 and Pocono Creek. E&S plan on site and implemented. IR 1 sent.
8. One on-site inspection, Complaint, Stiff Dirt Track (Paradise) - Owners kids built a jump which led to an entire track being constructed, with over 1 acre of earth disturbance. Owner agreed to restore a portion and submit E&S plan for operation and maintenance of the dirt track. NOV sent with IR 1.
9. One on-site inspection, Complaint, Lewis Station Hill Timber Harvest/Deer Park Lumber (Paradise) - Harvest complete. E&S plan on-site and implemented. IR 1 sent.
10. Two on-site inspections, Complaint, Darco-Bridgeside Dr. stream and floodway disturbance (Middle Smithfield) - Owner constructed earthen bridge creating a dam within branch of Bushkill Creek. Mass grading with no permits or E&S throughout floodway and along stream banks, several fish structures installed. IR 1 sent w/ NOV. Chapter 105 IR1 sent. Site referred to DEP and USACE, coordination w PAFBC and MST zoning. Follow up OSI w USACE, site stabilized with seed and straw mulch, silt fence installed. Chptr 105 NOV to be sent.

The above OSI included 11 Inspections on 10 Sites under Pa Code Title 25 Chapter 102 and/or 105 regulations;

- 4 Sites were Complaints;
- 4 Notice of Violation or Compliance Notice sent or pending;
- 1 Sites were referred to DEP or appropriate authority.
- 0 Sites were conducted as technical assistance

II. WATERSHED SPECIALIST REPORT

- Applied for PACD Non-Point Source Grant for a Riparian Buffer Workshop. Awarded **\$1920** for educational and planting materials for workshop.
- Attended Tobyhanna Tunkhanock Creek/Tobyhanna Creek Watershed Association (TCTCWA) Meeting.
- Attended a Water Quality Study meeting at Monroe County Planning Commission for site selection.
- Attended PA Lake Management Society (PALMS) Conference.
- Attended Brodhead Watershed Association Meeting

- Participated in planning calls/ correspondence with PA American Rivers, PA Environmental Council and Broadhead Watershed Association regarding MS4 Workshop/ Webinar Series.
- Placed plant order for the Sugar Hollow Berry Farm Buffer.
- Applied for MCCD to be a "Keystone Plant 10 Million Trees Partner" allowing us to receive trees and tree protection free of charge for planting projects. Will be invited to order trees for Fall 2020.
- Completed two Clean Water Academy Trainings.
- Watched one webinar from the DCNR Riparian Buffer Summit Series
- Watched one webinar entitled "Flash Flooding on the Delaware."

III. AGRICULTURE

Act 38

- Phone call w/ operator to schedule yearly status-review. Discussed need for amendment to update current NM plan. Plan to expire Sept 30, 2020.
- Left message w/ CAO operator to schedule yearly status review (2)
- Email w/ SCC CAO follow-up inspection report and corresponding letter
- Sent via certified mail- follow-up inspection report and Act 38 corresponding letter
- Email w/ SCC:CAO Plan update requirement letter
- NBS Webinar for Nutrient Management Specialists
- Watched CWA video: Handling Manure/Nutrient Management Complaints
- Phone call w/ CAO Operator to schedule follow-up inspection
- Entered plan information into PracticeKeeper for Middle Branch Farms & Northridge Equestrian
- NBS Webinar for Plan Reviewers
- Phone call w/ SCC to discuss CAO operation's plan renewal and potential change of operation location
- Email w/ CAO operator to schedule yearly status-review
- Phone call w/ CAO operator to schedule yearly status-review
- CAO Follow-up inspection: site found to be in compliance, appropriate letters and inspection report sent to operator via mail and to SCC & plan writer via email
- Email w/ operator to confirm status review, followed with phone call to reschedule due to Corona Virus safety precautions
- Reviewed "Alternative approach to on-site status reviews" document provided by SCC
- Worked on Act 38 Quarterly Reports
- Contacted CAO operators with currently scheduled status-reviews to determine interest in alternative status review.
- Sent Record Keeping Checklist via email to CAO operators wishing to participate in alternative status review.
- Reviewed CAO operator records and NMP for status- review prior to phone interview.
- Phone call w/ CAO operator whose status-review was originally cancelled due to COVID-19 safety precautions to discuss interest in alternative status-review method. Sent record keeping checklist via email to operator
- Performed alternative status review for Middle Branch Farms via operator records and phone interview.
- Scanned missing/updated NMPs onto MCCD server to complete operator files.
- Email to CAO operator Ag E&S plan & emergency response form for reference.

- Email w/ SCC about sending formal letters electronically and adapted to reflect alternative status review, as well as reviewing current status review inspection report used for Middle Branch inspection.
- Satisfactory Status-review letter sent to Middle Branch Farms cc: SCC, including electronic copy of status review inspection report and corresponding satisfactory follow-up letter.
- Updated Act 38 Certification of Payment form in electronic files.
- Updated PracticeKeeper to reflect current inspections.

Manure Management

- Phone call w/ home owner asking about horses on a property and if there's a limit to how many horses on a sized property. Explained about manure management and nutrient management programs and their differences.

General Agriculture Tasks

- Read NRCS Conservation Practice Standard: Combustion System Improvement (372), Composting Facility (317), Conservation Crop Rotation (328), Constructed Wetland (656)
- Watched CWA video(s): Ag Erosion and Sediment Control Manual, Practice Keeper Standard Reports-Agriculture, Handling manure/nutrient management complaints
- Worked on ACT Quarterly Reports
- Conversation with MC Farmer about the use of a terrace system on his property. MCCD staff used aerial imagery & soil maps to determine basic terrace calculations for distance and number of terraces needed per field.
- Created Ag Tech document consisting of "big ticket" items including all necessary information to complete tasks with all involved contact information
- Sent Ag E&S plan suggested corrections to operator.
- Email to NRCS, FSA, PAFB to get understanding of how each office is relaying information to farmers on the Coronavirus and its safety precautions.
- Attended test meeting for Ag Tech Boot Camp Training (to occur April 6-9) via Webex.
- Conversation with same MC Farmer about terraces. Farmer put stakes in field and was asking about the location in comparison to what MCCD staff derived from aerial images.
- Entered Ag E&S plan into PracticeKeeper for new farming operation

IV. DIRT AND GRAVEL/LOW VOLUME ROADS

- Scheduled and updated Homeowner's/HOA workshop PR. (Now cancelled)
- Conducted 6 municipal visits before Covid19 shutdown.
- Attended Draft Policy Update webinar.
- Reviewed GP-11 clarification memo.
- Provided technical assistance on one D&G project.
- Received 1 LVR application.
- ESM trainings are cancelled through May.
- Researched laser levels for DGLVR purchase.

V. MISCELLANEOUS

- Performed archiving and updates to the database of historic projects
- Completed multiple entries into ICIS for NPDES Permitted sites
- Three staff met with the Monroe County Planning Commission to discuss and select final sites for the upcoming 2020 Water Quality Study

- Applied for and obtained a Type II Scientific Collectors permit through the PA Fish & Boat Commission for collection of aquatic macroinvertebrates
- Two staff attended PA One Call Excavator training.
- Completed all training modules associated with the PennDOT E&S Training for Conservation Districts (CMP-CSI Trainings)
- Completed 6 trainings on PA DEP Clean Water Academy as it relates to PA Code 25 Chapter 102
- Provided in house training to MCCD staff on review of timber harvest E&S Plan
- Several staff completed CCAP trainings
- Clean Water Academy PCSM Spreadsheet training
- Attended Covid19 webinar.
- Three staff attended Right To Know webinar in Covid19 era
- Participated in Waste Authority press conference on imported fill
- Completed CWA training videos for Basic level 102/105 training lesson
- Answered home owner question about using sticky-bands as traps for SLF. Provided bands for use with informational material on how to apply to tree and maintain the traps.
- Prepared files for new Ag Tech orientation
- SLF grant review, electronic file organization, and organization of current status.
- Processed 3 RTK requests
- Met with MCPC on PCSM NOT public database creation
- Internal meeting on MS4 conference with partners
- Met with new compliance/permitting staff at Sanofi
- Met internally regarding municipal outreach
- MCCD supervisors internal meeting
- Several staff attended DEP weekly COVID conference calls
- Performance reviews of four tech staff

Project Review Tally for Board Report

Start Date

3/1/2020

End Date

3/31/2020

ES Reviews*:

Total Number of ES Reviews this period **12**

Total Number of Sites **11**

*Includes all projects (ES, Timber Harvest, NPDES , and ES plans for 105 permits, and NPDES minor modifications)

PCSM Reviews (NPDES Sites):

Total Number of PCSM Reviews this period **6**

Total Number of Sites **5**

Acreage:

Project Acres **113.51**

Disturbed Acres **40.12**

Acreages reported here are for new applications received between the start and end dates, and does not represent projects under construction.