



SEEP Board Meeting Minutes
August 20, 2008
Panhandle Area Council

Attendees:

Chairman/Board Member – Tom Freeman	Board Member, John Saffeels
Board Member- Greg Limandri	Committee Member- Tricia Lotton
Board Member- Nelle Coler	
Board Member-Brent Leonard	Committee Member- Carrie Holtan
Secretary – Jamie Davis	Committee Member – Kathy Dingman
Norm Suenkel, Committee Member	

Minutes recorded by Carrie Holtan. ***Please note:** Anything in blue text is a task that needs to be completed.

Business:

Meeting was called to order by Chairperson Tom Freeman at 10:07 a.m.

The group voted to accept the July 16, 2008 meeting minutes.

Nelle Coler's Treasurer's Report – \$225.64 was spent on copies from June SEEP classes (to replace appropriate powerpoint pages). \$35 was spent on a solicitation add in the Coeur d'Alene Press about a trailer. The total balance in the SEEP account presently is \$26,856.51.

Old Business:

- **“Dimensions” articles: Update** - Jamie Davis reported that Kate Wilson will get the list of article topics out by e-mail, and will need technical “point person” from SEEP to assist her in the technical aspect. John Saffeels recommended an article or section on “Current Fines,” to draw contractor attention.
- **Trailer** – John Saffeels reported a similar trailer to the top candidate, but the group agreed it was a single axle and a double axle (heavy duty trailer, commercial grade) is preferable. Greg Limandri is in negotiations with owner of “top candidate” [located in Worley, ID], to ensure minor repairs done before purchase completed, at \$5,000. The trailer will be purchased as soon as the repairs are made.
- **Spill Kit** - Nelle Coler has been working with Blue Ribbon Environmental in requesting a donation of spill kits, and will continue on that front since she hasn't heard back from them yet.

- **Letter to County Commissioners** – Some members had not received the draft letter, and so the group took a moment to review the draft. Tom Freeman reviewed the history of the letter’s purpose, which was to bring to light regulatory review consistency and other matters. Tom Freeman indicated that while SEEP’s mission is not one of political activists, but does have a duty to bring issues to light. **Motion**, to adopt the letter for sending to all northern Idaho Panhandle county commissioners and municipal planning/building departments, motion seconded, **Motion Carried**.

Committee reports and assignments:

- **Training Cadre** – Jamie Davis, Carrie Holtan, and Kenny Hicks worked on an e-mail for SEEP trainers recruiting. Jamie Davis hadn’t received any comments yet from the group, and is awaiting further direction. [The group agreed that Jamie Davis should make the changes suggested by Carrie Holtan and Kenny Hicks and send it to Nelle Coler for forwarding to SEEP “graduates.”](#)
- **Marketing** – The group first discussed making sure at least written materials were at the local county fair venues. Nelle Coler then discussed proposed revisions to the web page, including the following: (1) committee and subcommittee names with links; (2) contributor update; (3) placement of picture and logo of contributors who work for local related companies; and (4) bio and photo revisions for field and classroom trainers (confirmation that existing trainers want to remain in that status). The Marketing Committee also discussed the RFP for the public service announcement and push marketing services. It went to Sprout Media Works, Giddy Media, Comcast, Smash Media, and Bunk House Media. Comcast called back already, and reported 30 seconds per add would be best. Bunk House Media could probably do 20 minutes at that rate. An additional review Committee to weigh in the bids is necessary. Jamie Davis, John Saffeels, Greg Limandri joined that Committee, [who will meet next week after the RFPs are due to review](#). Next, Nelle talked about the “The Safe Sidewalks to School Project” will be a possible venue for shooting footage for the commercial. Nelle Coler will also call CMI, Knife River, and other business concerns for filming commercial site in exchange for sponsoring running the commercial on the air. [Nelle Coler then asked again for bumper sticker ideas and passed out Panhandle Seep business card-sized calendars.](#) Jamie Davis and Tom Freeman discussed the upcoming deadline for a quick article in IECA (International Erosion Control Association, Environmental Connection is their publication).
- **Advanced Class** – This task will involve getting the ESC plan (required by the EPA’s Construction General Permit) into the SWPPP. [Jamie Davis will ask SEEP “graduates” if they are interested in an Advanced Class, and whether they would be attending a potential April/May \(spring\), 2009 class?](#) For next meeting: the group needs to start thinking about next set of dates for introductory class for spring, 2008.
- **Regulatory** – [Glenn Rothrock was not present at the meeting, so this discussion will be tabled.](#)

- **ESC Technology** – ESC Technology Database needed. The database would have various categories of technology. [Carrie Holtan](#) will bring a draft database structure to the next meeting for the group to review.

Presentations/Outreach

- **Hauser Lake*A*Syst** – Tom Freeman and Jamie Davis gave Lake*A*Syst class earlier in July in Hauser, ID. The participants gave very favorable critique, indicating the class was incredibly helpful. There was a power point presentation, a walk-around on-site, and a hands-on lab section where a plan was drawn up, critiqued, and problems identified. There were questions about calculations and data, which Jamie Davis responded that she would get back to them (not an engineered plan, etc.). Jamie Davis is in the process of getting in touch with the Rathdrum Prairie Lakes residents, and getting a council established for Lake*A*Syst. Tom Freeman believes the program will be “snowballing,” given the success of these first meetings.
- **Other?** Nelle Coler mentioned the [Coeur d’Alene Press](#) article about sampling on Lake Coeur d’Alene. Jamie Davis met with the Fernan Recreation and Conservation Association group regarding their citizen monitoring water quality and stormwater erosion control, and Jamie Davis also recommended SEEP certification to this group.

Report of Fines

- [Tom Freeman](#) will e-mail IECA web-page to group.

New Business:

- **Selection Committee for TransCanada Outreach Proposals** - see Marketing Committee notes above.
- **Website Updates** – see Marketing Committee notes above. The PAC website will have a link to SEEP.
- **Idaho Construction Site Erosion and Sediment Control Field Guide** – The group discussed the new Idaho Construction Site Erosion and Sediment Control Field Guide. While there are some positive aspects of the brochure, there are substantial distinctions in appropriate Best Management Practices and implementation philosophy that SEEP will not order more for distribution. Matters to take care of: (1) [John Saffeels](#) will explore whether SEEP should develop its own field manual [needed: outline for topic ideas; time to create field guide; financing; cost to print]; (2) Jamie Davis suggested that Nelle Coler contact the City of Coeur d’Alene to make sure no Fields Guides are ordered yet; and (3) [Greg Limandri](#) will discuss printing and publishing with his media contact and report back to the group.

Other Business:

- **Brochures** – [Jamie Davis](#) is working on revising new brochure with [Kathy Dingman](#).
- **Upcoming Dates** – IESCA Conference is scheduled in November 17 and 18, 2008, and Tom Freeman will be speaking about SEEP and Stormwater issues. Training and class dates. Jamie Davis will be presenting SEEP and

Lake*A*Syst in Willawah Lake. Hauser Lake is having a Poker Run on September 13, 2008 11 a.m. to 2-3 p.m.

- **IDL Aquifer Survey Grant** – Nelle Coler discussed a proposal upcoming for a study on vegetation overlying the Rathdrum-Prairie Aquifer, and possible SEEP overlap opportunities.
- **Norm Suenkel** – provided a quick update on events and activities in Benewah County. Norm Suenkel is with Benewah County, and fills a number of different roles there including Planner, Building Inspector, Zoning Administrator, and Director of Emergency Management. Tom Freeman asked about erosion control issues in Benewah County.
- **The Inland Northwest Community Foundation** is requesting grant proposals, according to Jamie Davis.

Confirm next meeting date and time – 17 September 2008, 10-12:00 p.m.

Motion made to adjourn the meeting at 11:52 a.m., **Motion carried.**

If any committee members recorded more detailed information that was not captured in these informal minutes, please contact Carrie Holtan, choltan@cdatribe-nsn.gov.