

**QUITTAPAHILLA WATERSHED ASSOCIATION**  
**Meeting Minutes**  
**Community Room, Annville Free Library, and Remotely Via Zoom (Hybrid Meeting)**  
**Tuesday, July 15, 2025**

**Present:** Michael Schroeder (President), Bill Bauersfeld, Alexis Biondi, Bob Connell, Kent Crawford, Karen Feather, Katie Hollen (LCCD), Josh Kuhn, Kara Lubold (LCCD), Bill Osburn

The meeting opened at 7:00 PM

**1. Minutes.** The minutes of the June 17, 2025 meeting were circulated electronically before the meeting and approved by consensus.

**2. Monitoring Program**

**A. Fieldwork updates.** Katie reported that she will send out a Doodle poll to determine dates for August fieldwork.

**B. Equipment updates.**

**1) Solinst Sensors.** Bob reported that the Solinst sensors continue to record data at five of our monitoring sites (all except Q2, which has a USGS monitoring station), and that anyone interested in reviewing the data should email him. He was again thanked for his excellent work.

**2) ISCO auto-samplers.** Bob reported that he has fixed the problem on Unit 2, "Lee," with the "no liquid detected" signal. So now both auto-samplers, nicknamed Kay and Lee, are ready to deploy. Kent reported that he will be in touch with PA-DEP regarding the protocols necessary for them to accept data produced using the auto-samplers.

**C. Data management & Water Quality Portal.** On Tues July 1, Bob emailed the group with data on the high rain event or "mini-flood" of June 30. The two documents he sent are included below in these minutes in [Appendix 1](#).

**D. Biological monitoring.** No update; we continue to try to hunt down the raw data produced by Charles Katona under the supervision of Dr. Urban at LVC.

**3. National Fish & Wildlife Foundation (NFWF) Grant.**

**A.** On Tuesday, June 24, Ryan Szuch of Grow Conservation emailed two documents to follow up on our strategic planning workshop on Thursday, June 5 and related conversations and correspondence: (1) a "Strategic Plan Framework," and (2) a "Strategic Planning Workshop (6-5-25) Transcriptions from Flipcharts." Both

documents, along with Ryan's email of June 24, are included below in these minutes in [Appendix 2](#).

- B. On Monday, June 30, a strategic planning follow-up meeting was held in the LCCD office. In attendance were Alexis Biondi (QWA), Bob Connell (QWA), Kara Lubold (LCCD and QWA), Michael Schroeder (QWA and LCCD), Ryan Szuch and Katie Ombalski (our consultants at Grow Conservation), and Tali MacArthur (POWR).
- C. Also on Monday, June 30, Tali MacArthur sent an email with the subject line, "Communications Support from Choose Clean Water Coalition." That email, with links, is pasted below in these minutes in [Appendix 3](#).
- D. On Wednesday, July 9, Carli Tabone of the Pennsylvania Environmental Council sent an invitation and request for RSVPs to the QWA Core Team for an in-person "Watershed Partner Meeting" for all the NFWF grant recipients that Tali MacArthur pulled together, scheduled for Monday, August 25 from 10 AM to 3 PM in the LCCD conference room.
- E. On Thursday, July 10, Ryan Szuch sent an email to the QWA Core Team on "QWA Relationship Mapping Homework" for our remote meeting 1-3 PM Thurs July 24. That email is included below in these minutes in [Appendix 4](#).

- 4. **LCCD Watershed Action Team.** The minutes of the WAT's meeting of July 10, 2025 are included below in [Appendix 5](#) to these minutes.
- 5. **"Digital Storytelling" Course at LVC.** Mike reported the digital content created by LVC students in spring semester in Prof. Pettice's course in digital storytelling is still forthcoming.
- 6. **Projects updates.** See the reports in item no. 4, above.
- 7. **Media & website.** Mike reported that he continues to post on Facebook about the QWA's monitoring program and continues to keep the website updated.
- 8. **Lebanon County Stormwater Consortium updates.** No update beyond what appears in the WAT minutes in item no. 4, above.
- 9. **Education, outreach & special events.**

- A. **Milton Hershey School Middle Schooler Field Trip to Quittie Creek Nature Park, June 26.** Mike and Katie reported the environmental education field trip organized by Hannah Hartman, District Manager of the LCCD, and Master Watershed Steward

Margaret Hopkins In Quittie Creek Nature Park on Thurs June 26 went very well. Pics and narrative are available on the QWA's and on Mike's Facebook page.

- B. TLVC Sustainability Fair, Saturday, Sept. 27, 12-4 PM, Coleman Memorial Park.** The QWA has responded in the affirmative to TLVC's invitation to participate in its 25th anniversary event, "a community-focused Sustainability Fair . . . Join us in bringing together families and local partners to celebrate 25 years of conservation in our community. The fair will feature: Interactive exhibits and eco-friendly demonstrations; Fun activities for kids, including crafts and nature games; Opportunities to engage with conservation initiatives; Family friendly Fun, food, and a festive atmosphere. . . . [the QWA's participation can be] through a booth, demonstration, or activity. It's a wonderful chance to connect with the community, share your mission, and promote environmental stewardship." We will bring a canopy, table, chairs, our EnviroScape model watershed, and tabling materials to the event.
- C. Water Week at Cornwall Manor, late October.** Daphne Messerschmidt & the Tree & Environment Committee at Cornwall Manor are organizing a "Water Week" in the last week of October with Bethany Canner of the Swatara Creek Watershed Association and Mike for the QWA presenting on "Where does our water come from and how is it doing health-wise? Where does our 'used water' go (sewage treatment plant)? And What's the condition of the water around us? (Furnace Run, Snitz Creek, source through The Woods past the tennis courts and beyond)"
- D. Possible field trips** to the City of Lebanon Authority's (COLA's) Wastewater Treatment Plant and the Cleona Pumping Station.

The meeting adjourned at 7:55 pm.

Respectfully submitted,

Michael Schroeder, Secretary Pro Tem

## Appendix 1. Mini-Flood of June 30/July 1 Solinst Sensor Data

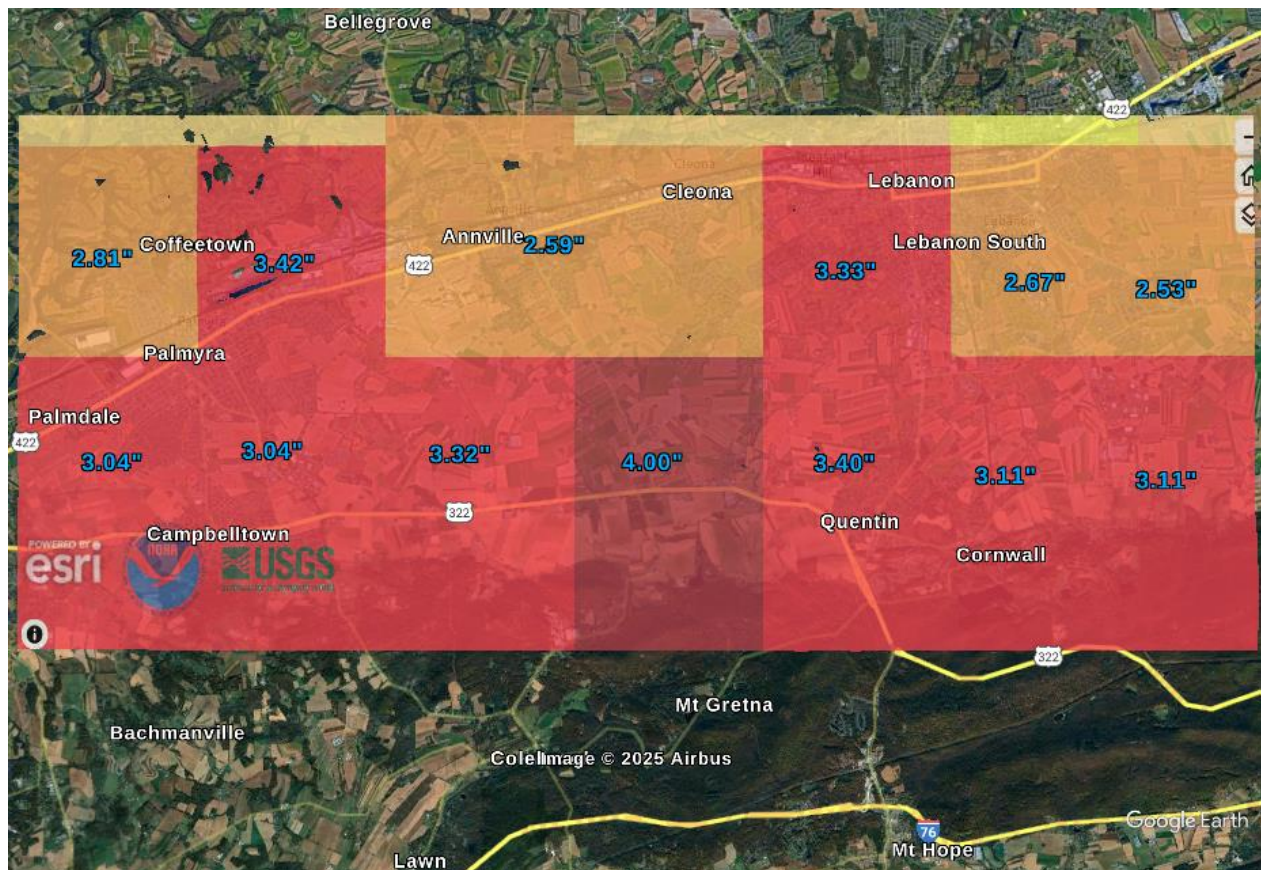
July 1 email from Bob Connell:

Hi everyone,

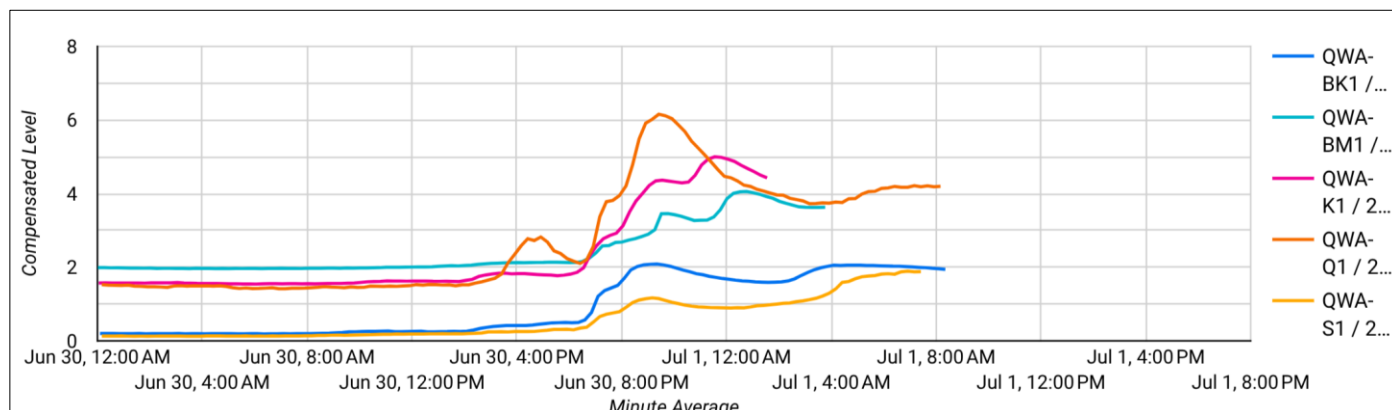
FYI – attached is a summary of yesterday's storm event along with the data provided by our new Solinst sensors. Thought it might interest you.

Bob

**National Weather Service – Radar-derived Precipitation Estimates (7AM 6/30 – 7AM 7/1/25)(a combination of Radar data and rain gauge observations)**



QWA Solinst Sensor response to the precipitation estimates shown above. Compensated level



## Appendix 2. NFWF Grant: Materials from Grow Conservation on Strategic Planning Workshop

Quittapahilla Watershed Association  
Strategic Plan Framework  
June 24 – DRAFT

### Mission

The Quittapahilla Watershed Association strives toward a healthier Quittapahilla Creek that provides increased benefits to the community and environment by engaging in education, advocacy, project facilitation, and water monitoring.

### Vivid Vision

The Quittapahilla Watershed Association (QWA) is a valued community organization that actively pursues the health and well-being of Quittapahilla Creek (Quittie). It accomplishes this through four core mission areas: education, advocacy, project facilitation, and water monitoring.

### Education

Community members look to the QWA as a trusted educational resource on watershed management and water quality. The QWA regularly disseminates information about the Quittie watershed including water quality monitoring results and what they mean, upcoming events to

help the watershed, and QWA volunteer opportunities. Information is readily available and clearly communicated through QWA's website, social media, and print materials.

### Advocacy

The QWA has successfully engaged county and municipal leaders to ensure that protective and proactive measures are taken to ensure the long-term health of the Quittie. The QWA's annual water quality summary is relied upon by the PA Department of Environmental Protection (DEP) and local governments to help guide management of the Quittie watershed.

### Project Facilitation

The ecosystem of partners working in the Quittie watershed continuously implement projects that improve the water quality of the Quittie. Project implementation is efficient and effective. Project priorities are identified and acted upon through comprehensive planning (e.g., the Watershed Implementation Plan) and collaboration processes (e.g., the Watershed Action Team). The QWA helps facilitate project implementation through grant writing, letters of support, and provision of a volunteer workforce.

### Water Monitoring

QWA volunteers work closely with PA DEP and Lebanon County Conservation District to implement a Water Quality Monitoring Program to establish baseline conditions of the watershed and monitor change through time. These data are summarized annually and shared with the community through QWA's website and social media outlets. An annual summary report card is created that includes trends, comparisons between the four main tributaries, and notable findings. The water monitoring data supports educational materials, advocacy efforts, and success stories about completed projects.

Through all these mission areas, the QWA works collaboratively with partners across the private, public, and nonprofit sectors.

The QWA recognizes that in order to achieve its vision across these mission areas, the organization will need to grow and evolve. A broader based of active participants and more structure is needed for the QWA to succeed.

The ultimate vision of the QWA is that the Quittie be delisted as an impaired water and fully function to provide benefits and improved quality of life for the community of Lebanon County and the region.

### **Value of Collaboration**

Through all of its work, the QWA emphasizes community relationships and collaboration. Key partners for sustained and strengthened relationships include the Lebanon County Conservation District (LCCD) and Lebanon County Planning Department. The QWA will continue participation in the County's Watershed Action Team.

## **Strategic Plan Outline**

This outline conceives three hierarchical levels. **Strategic Priorities** cover the mission areas of the QWA and the organizational foundation needed to address them. **Goals** address “what” the QWA needs to do in order to address its Strategic Priorities. **Objectives** begin to describe “how” QWA will go about achieving its Goals – they start to operationalize the strategic plan.

### **Strategic Priority #1 – Education**

QWA will provide education on watershed science and water quality to the Lebanon County community and will keep residents and leaders informed about the condition of the Quittie and efforts to improve it.

#### **Goal 1A – Create tailored educational and communications tools for a variety of audiences and stakeholder groups**

Potential Objectives:

- Develop different types of media: flyers, handouts, videos, social media posts, website content
- Develop education/communication pieces for key audiences and stakeholder groups:
  - Teachers
  - School-age children
  - Retirement communities
  - Landowners along waterways
  - Homeowners associations
  - Agricultural community
  - Sportsmen associations

#### **Goal 1B – Assess gap/need between existing curriculum on watersheds/water and ability of local school districts to teach it with local relevance**

Potential Objectives:

- Select different grade levels to address
- Identify volunteer/s that can analyze the curriculum

#### **Goal 1C – Establish relationships with local school districts so that QWA can engage teachers and students**

Potential Objectives:

- Select priority school districts
- Identify key teachers and administrators
- Schedule outreach attempts to these key people

## **Goal 1D – Provide field excursions or educational tours to the community**

### **Potential Objectives:**

- Determine some target audiences for these trips: adults, retirement age, youth, college-age
- Identify sites to visit and partners to collaborate with for the trips

## **Goal 1E – Strengthen relationship between QWA and Lebanon Valley College (LVC)**

### **Potential Objectives:**

- Establish regular internship program for QWA
- Encourage professors to use Quittie for case studies in courses
- Identify mentorship opportunities for student-volunteer engagement on the Quittie

## **Strategic Priority #2 – Advocacy**

QWA will engage county and municipal leaders to ensure that protective and proactive measures are taken to ensure the long-term health of the Quittie.

## **Goal 2A – Educate residents and leaders on the benefits of the Quittie**

### **Potential Objectives:**

- Gain clarity on drinking water sources, recreational uses, and ecological benefits of the Quittie, both presently and desired
- Integrate with Strategic Priority #1 to develop materials tailored for this purpose

## **Goal 2B – Engage with key municipalities on land use planning and ordinances**

### **Potential Objectives:**

- Assess which municipalities should be priorities by analyzing land use trends (possible goal of 6 target municipalities to start)
- Begin attending Planning Commission meetings of target municipalities

## **Goal 2C – Engage in County Comprehensive Planning process**

### **Potential Objectives:**

- Correspond with county officials to understand key points in process to engage
- Analyze planning documents and develop recommendations that will benefit Quittie

## **Goal 2D – Raise public awareness of issues affecting the Quittie**



Potential Objectives:

- Monitor Leb Town notices about meetings/events affecting the Quittie and amplify them via QWA media
- Work with Leb Town to drive up subscriptions to keep more residents informed

**Goal 2E – Coordinate with grassroots groups in the County that are focused on impacts of development**

Potential Objectives:

- Identify such groups
- Work to establish relationships with these groups
- Find ways to collaborate on matters that affect Quittie

**Strategic Priority #3 – Project Facilitation**

QWA helps to facilitate projects that improve the condition of the Quittie.

**Goal 3A – Conduct assessment of project efficiency and appropriate organization roles for watershed improvement projects that affect the Quittie**

Potential Objectives:

- Consider full life-cycle of projects (cost in dollars and effort, and benefits)
  - Planning
  - Landowner outreach
  - Obtaining funding
  - Design
  - Build
  - Maintain
  - Monitor

**Goal 3B – Facilitate implementation of priority projects based on Goal 3A**

Potential Objectives:

- Assist with grant writing
- Provide letters of support for projects of other organizations
- Provide volunteer workforce to support project implementation or maintenance

**Goal 3C – Tell success stories of completed projects**

Potential Objectives:

- Integrate with Strategic Priority #1 to develop materials tailored for this purpose
- Integrate with Strategic Priority #4 to collect monitoring data that helps demonstrate success

### **Goal 3D – Participate in training on watershed restoration approaches**

(Note: This is a new addition by Ryan and Katie. We can discuss on June 30.)

#### **Potential Objectives:**

- Identify appropriate training opportunities (e.g., Watershed Restoration Workshop by Stroud Water Research Center)
- Fundraise or obtain financial support for members to attend

## **Strategic Priority #4 – Water Monitoring**

QWA collects, analyzes, interprets, and makes available critical water quality data for the Quittie.

### **Goal 4A – Gain clarity on added value of QWA data for PA DEP and other entities (e.g., LVC)**

#### **Potential Objectives:**

- Establish point-of-contact at DEP to continuously engage regarding data collection and use
- Modify monitoring efforts, if needed, to maximize usefulness to DEP while minimizing effort

### **Goal 4B – Sustain and improve dissemination methods for monitoring data**

#### **Potential Objectives:**

- Maintain and improve website data portal
- Create storymap
- Develop report card that summarizes data and what it means for the Quittie
- Ensure data points are captured that feed into tailored communications pieces (Strategy #1)

### **Goal 4C – Sustain and improve collection methods for monitoring data**

#### **Potential Objectives:**

- Grow volunteer workforce for monitoring
- Sustain critical functional roles for monitoring work (field operations, equipment, data management, communications)

## **Strategic Priority #5 – Organizational Growth**

QWA acknowledges that in order to successfully work towards Strategic Priorities #1-4 above, it must grow and evolve as an organization to ensure that it sustains itself and can work toward the long-term protection of the Quittie.

### **Goal 5A – Clearly define general roles (e.g., membership) and volunteer leadership roles**

Potential Objectives:

- Define what it means to be a member of the QWA
- Identify vital volunteer leadership roles and write position descriptions for them

### **Goal 5B – Evaluate potentially new organizational structure or relationships**

Potential Objectives:

- Identify options (e.g., part of another nonprofit, a unique 501(c)3)
- Assess pros and cons of options
- Revisit relationship with The Lebanon Valley Conservancy and explore possible changes
- Consider Memorandum of Understanding with LCCD
- Consider using Strategic Priorities as standing committees

### **Goal 5C – Recruit more volunteers to fill leadership roles and base membership**

Potential Objectives:

- Identify potential sources of new volunteers (e.g., LVC, homeowners associations)
- Identify critical volunteer needs (integrate with rest of Strategic Priority 5)
- Apply new outreach and communication tools for recruitment (integrate with Strategic Priority #1)

### **Goal 5D – Evaluate risk management situation**

Potential Objectives:

- Consider liability waiver forms for volunteers
- Consider need for insurance policy or ability to rely on that of another entity in concert with Goal 5B

## **Strategic Plan Development Alternatives**

As QWA considers further development or refinement of this Strategic Plan Framework, the following alternatives could be analyzed and included:

1. Solidify Objective level of Plan through discussions of the Core Team and other stakeholders
2. Add all or some elements to make either the Goals or Objectives “SMART.” SMART stands for:

Specific: clearly defined with precise language

Measurable: add metrics or indicators on how you would track progress or measure success

Achievable: ensure the Goal/Objective is realistic and attainable within a given timeframe

Relevant: ensure the Goal/Objective aligns with your final consideration of your Vision and your values

Time-Bound: set deadlines or timeframes for achieving each Goal/Objective

SMART is a common framework for goal-setting; however, the applicability and appropriateness for a given organization or situation varies. It is recommended that QWA apply what aspects of SMART feel useful or helpful, but not force the full framework on itself if it does not add value.

3. Analyze what resources (money or effort) or key partners/relationships will be vital to achieving each Goal/Objective
4. Decide on an overall timeframe for this Strategic Plan Framework. (e.g., Is this a 5-year plan?)

## **Progress Check-In Questions**

Whatever the final end product that QWA chooses, it is recommended that the QWA Core Team check-in every 1-2 years on progress made relative to this Strategic Plan Framework. Example check-in questions to consider at these times could be:

1. How have we done on each Goal/Objective? Is it complete? Is it a work in progress? Have we not yet begun?
2. For those not complete, what barriers or roadblocks have we encountered that are slowing or preventing progress? Can we make any changes to address barriers or roadblocks?
3. For those we did complete, what benefits did we realize? Did the outcome meet expectations?
4. Does the Strategic Plan Framework still align with our present vision for the Quittapahilla? What has changed or shifted since we wrote this? What Goals/Objectives need added, removed, or adapted as a result?

## **Quittapahilla Watershed Association Strategic Planning Workshop (6-5-25)**

### **Transcriptions from Flipcharts**

#### **Strategic Priorities**

1. Advocate for health of Quittie
  - a. Both doing the advocacy and building the “army” to do it with
  - b. Contrast advocating for ordinances and land use planning (desired) vs “project watchdog” (less desired)
2. Educate residents and leaders on benefits and needs of Quittie
3. Facilitate implementation of projects that improve Quittie
4. Collect, Analyze, Interpret, and Make Available – Monitoring Data to tell stories about the Quittie
5. Participate in County-wide collaborative efforts
6. Grow-Evolve as an organization to do #1-5

Green highlight below indicates actions that group felt should be short-term priorities or easier lifts to accomplish.

#### **Advocacy**

- Assess target/priority municipalities based on land use trends; around 6 municipalities; assistance from Planning Department
- Begin attending these municipalities’ Planning Commission meetings
- Participate in County Comp Plan process

- Monitor Leb Town and integrate it into advocacy, education, and messaging
  - o Increase Leb Town subscriptions
  - o Amplify certain notices/news
- Coordinate with grassroots groups that are focused on impacts of development
- Positively reinforce good municipal actions

## Education

- School (teachers and principals) outreach on basics of waters and watersheds
- Assess gap/need between existing curriculum and ability to teach it with local relevance
- Field educational tours/excursions
  - o Adult
  - o Retirement
  - o Youth, school-age, college
- Strengthen connection with Lebanon Valley College
  - o Interns
  - o Use Quittie in class activities
  - o Mentorship
- Tailored communications tools to various audiences (flyers, social media, tabling materials) [of all the above, this needs done 1<sup>st</sup>, because the others rely on this]
  - o Teachers
  - o School-age children
  - o Retirement communities
  - o Landowners along waterways
  - o HOAs
  - o Agricultural community
  - o Sportsmen associations

## Project Facilitation

- Conduct assessment of efficiency and roles for watershed improvement projects in Quittie Watershed

- ☐ Consider full life-cycle of projects
  - Planning
  - Landowner outreach
  - Obtaining funding
  - Design
  - Build
  - Maintain

➤ Monitor

- Tell project success stories – ties to education and messaging work

## Monitoring

- Data portal
- Storymap
- Gain clarity on added value and use of data by DEP and others
- Report card template
- Data points that feed into tailored communications (see Education)

? There is notation that the last two bullets could be applicable to the POWR project.

## Collaborate / County

- Sustain ties with Conservation District
- Also with Planning Department
- Watershed Action Team
- Contribute activity updates
- Gain awareness of others' work
- Note to maybe consider this priority nested under other priorities or as an overall guiding value, rather than its own priority

## Organization

- Grow – Evolve – Protect/Sustain
- Evaluate risk management solution
- Clearly defined roles and leadership roles and distributed leadership roles
- Revisit relationship with The Lebanon Valley Conservancy, explore changes?
- Organization structure
- ? Committees based on Strategic Priorities
- Consider likes and dislikes (+ and -) of different structure options

## Parking Lot

- HOAS
  - o Source of new volunteers/members
  - o Letter/brochure – welcome to the Quittie
- Quantify drinking water resources
  - o Private vs Public (wells vs public water supply)
- Farmer Communication?

## **Ryan Szuch email of June 24 re Strategic Planning Framework**

from: Ryan Szuch  
to: Michael Schroeder (QWA President)  
Bob Connell  
Katie Hollen  
Kara Lubold  
Alyssa Bellucci  
Kent Crawford  
Alexis Biondi  
cc: Katie Ombalski  
Tali MacArthur  
date: Jun 24, 2025, 5:20 PM  
subject: QWA Strategic Plan Framework

Hello QWA Core Team,

Katie and I have drafted the attached Strategic Plan Framework for the QWA based on our several meetings and discussions to date. I have also attached a transcription of the flip-charts we stuck to the wall at the LCCD Office workshop.

The Strategic Plan Framework includes the following DRAFT components:

- a new mission
- your vivid vision
- a statement on the value of collaboration
- a 3-level outline for a strategic plan
- a list of alternatives for further build-out or development of the plan
- a list of potential check-in questions for a year or two into the future

In the outline, we did our best to tightly draft the Strategic Priority and Goals levels of the outline. As we discussed during the workshop at LCCD, our intent is to deliver you a solid work product at these two levels. We have then listed “potential” or suggestions at the Objective level. Completing and solidifying the Objective level could be future work for the Core Team to consider together.

I hope you will have time to review this document prior to our meeting on June 30 at 9am. We will talk through the document and can discuss your questions or feedback during the meeting.



If you have any questions or concerns, please let me know . . .

Ryan Szuch  
Founder and President  
Grow Conservation LLC  
York County, Pennsylvania

**Appendix 3. June 30 emails from Tali MacArthur re: (1) Communications Support from Choose Clean Water Coalition, and (2) some watershed restoration/land use planning webinars**

**Email No. 1 re Communications Support from Choose Clean Water Coalition**

Good morning NFWF project watershed partners,

Two quick things- I just wanted to let you know that we are starting to plan the in-person gathering for all of you and your consultant partners. Expect to be hearing from my colleague Carli who is assisting me. We're working on available dates at our likely location and will be in touch soon with a Doodle poll and other information.

I just saw this in an email from the Choose Clean Water Coalition.

This may be a little cart before horse at this moment, but may be good to keep in mind for the future:

Speaking of capacity needs, the Coalition just launched its communications support request form. We have created an [Interest Form](#) for you to fill out if your organization is seeking assistance in communications capacity. We've added some new tasks we can give you a hand with, including: a social media audit, photography/videography guidance, and more! We are also open to helping you with any tasks not mentioned in our list. If you have any questions, please reach out to Leeanna Duong, [duongl@nwf.org](mailto:duongl@nwf.org).

I honestly don't know very much about it, how many orgs apply, or what their capacity is. I only just saw it.

Tali MacArthur  
Senior Program Manager for Watershed Outreach  
PEC/POWR

**Email No. 2 re: some watershed restoration/land use planning webinars**

Hi all,

I have no idea if these will prove useful, but thought I'd share.  
Our website needs some serious updating so that these can be more easily found.

First- do any of you [Ryan Davis](#) at the Alliance for the Chesapeake Bay? At one point I had reached out to him to give a presentation on addressing land owner concerns for best management practice/riparian buffer installation, but it never came to be. I could maybe try to do a virtual introduction or see if he'd meet with you one-on-one to give some insights or resources for working with land owners.

Links to webinars:

POWR hosted a two part webinar on Green Parking Lots and how to encourage your local municipality to support and implement them. Topics covered included: Green parking lot design, benefits, species selection, municipal ordinances, and case studies.

The recording for Part 1 is [HERE](#)

Part 2 is [HERE](#) (full disclosure, repeats much of Part 1 with just a few additional case studies, I think)

By now you are likely aware of the critical role that riparian play in improving and maintaining high quality waters in our rivers and streams. Yet, this is only part of the story.

Meadows and forests adjacent to waterways also serve as important habitat and migration corridors for many of Pennsylvania's native land (and air) based animals! Knowing and understanding these additional benefits can help you engage and inspire more people in your community by tapping into the issues and creatures they may care most about.

[https://youtu.be/dD3P6\\_wc-U8](https://youtu.be/dD3P6_wc-U8)

Highest attendance at a POWR webinar ever: Linking Stream Hydrology and Geomorphology to Watershed Restoration presentation by Prof Ben Hayes at Bucknell:

<https://youtu.be/Qb01hzzto-s>

One on Member and Donor outreach-may help with volunteer recruitment (note this org does have paid staff so capacity is a little higher): Executive Director of the French Creek Valley Conservancy shares tips for effective, targeted member and donor engagement, outreach, and marketing. <https://youtu.be/zBIIRU2VFJg>

Tons of tips and suggestions for understanding what motivates 21<sup>st</sup> century volunteers and how to connect them to opportunities that advance your organization's mission:

<https://youtu.be/Uac6Rj5DtbU> Again this may seem a bit overwhelming for an all volunteer group, but I think some concepts will be important to keep in mind.

On the topic of celebrating and communication successes: A guide to making connections with local media to promote your watershed organization's events and achievements.

<https://youtu.be/vAErgvsD7Vw>

Lots more [here](#)

Might be good to divide and conquer based on each of your roles and where in the org you want to devote your volunteer time!

#### **Appendix 4. July 10 email from Ryan Szuch on "QWA Relationship Mapping Homework"**

Hi QWA Core Team,

I have created the attached homework request that I ask you all try to complete prior to our meeting on July 24<sup>th</sup>. I find that sometimes brainstorming is best done individually at first, rather than in a group session. Having everyone first think independently about key relationships could help us generate a broader and more diverse set of ideas.

I will compile results I receive by July 23<sup>rd</sup> and present them to the group for further discussion and exploration.

I will yet send an agenda for the July 24<sup>th</sup> meeting a few days beforehand.

If you have any questions, please let me know.

Thank you for your contributions to this task.

Ryan Szuch  
Founder and President  
Grow Conservation LLC

**Quittapahilla Watershed Association  
Relationship Mapping  
Homework – Prep for 7/24/25 Meeting**

To prepare for the July 24<sup>th</sup> Relationship Mapping meeting, the consulting team asks that each member of the QWA Core Team consider the following prompts. If possible, please make some notes in this document ahead of time on which existing and potential partners come to mind for you. We ask that you think of relationships within the context of the draft Strategic Plan Framework (see headings below). **Ideally, please send your ideas to Ryan by the end of the day on July 23<sup>rd</sup>.** He will compile them for discussion on the 24<sup>th</sup>.

As you consider each Strategic Priority, please try to think of two types of partner individuals or organizations: (1) those that QWA presently has a relationship with, whether that be a strong or loose tie, (2) ideal or desired relationships that QWA would benefit from having. You should try to think about partners across all types of organizations/people: public or government entities, private companies, nonprofit organizations, academic or research institutions, influential individuals, or others.

**Strategic Priority #1 – Education**

QWA will provide education on watershed science and water quality to the Lebanon County community and will keep residents and leaders informed about the condition of the Quittie and efforts to improve it.

**Present Partners:**

**Desired Partners:**

**Strategic Priority #2 – Advocacy**

QWA will engage county and municipal leaders to ensure that protective and proactive measures are taken to ensure the long-term health of the Quittie.

**Present Partners:**

**Desired Partners:**

### **Strategic Priority #3 – Project Facilitation**

QWA helps to facilitate projects that improve the condition of the Quittie.

**Present Partners:**

**Desired Partners:**

### **Strategic Priority #4 – Water Monitoring**

QWA collects, analyzes, interprets, and makes available critical water quality data for the Quittie.

**Present Partners:**

**Desired Partners:**

### **Strategic Priority #5 – Organizational Growth**

QWA acknowledges that in order to successfully work towards Strategic Priorities #1-4 above, it must grow and evolve as an organization to ensure that it sustains itself and can work toward the long-term protection of the Quittie.

**Present Partners:**

**Desired Partners:**

### **Lebanon Valley College**

The QWA Request for Proposal asked the consultants to help solidify the QWA's relationship with Lebanon Valley College (LVC). During the strategic planning workshop, we created the below objectives regarding that relationship. If you have additional thoughts on how QWA and LVC could mutually benefit from a stronger relationship, please note them here:

#### **Potential LVC Objectives from strategic planning workshop:**

- Establish regular internship program for QWA
- Encourage professors to use Quittie for case studies in courses
- Identify mentorship opportunities for student-volunteer engagement on

## Appendix 5. Watershed Action Team Meeting Minutes, July 10, 2025



### Lebanon CAP Watershed Action Team

Thursday, July 10, 2025, at 9:00 a.m.

Members Present: Bethany Canner, Russ Collins, Reid Garner, Abigail Harvey, Darren Heisey, Dan Kreiser, Kara Lubold, Mike Schroeder, and Rich Starr

#### 1. Applications

- Beck Creek 1: \$184,700.00- deferred to 2026 CAP round

#### 2. In-Process Projects

- Hammer Creek Estates: \$250,000 of CAP funding for construction-related expenses
- Gerald Horst bridge replacement: \$23,600 of ACAP funding for design and permitting
- Syner Rd. Phase II: \$213,950 of CAP funding for construction-related expenses- in progress
- Wengert Memorial Park Seeded Slope: \$27,313.92- in progress
- Hess: \$10,000- Non-Fed match commitment for NFWF INSR grant
- Gingrich Run 1: \$204,325- streambank restoration and stabilization, concrete dam removal
- Snitz 2: \$241,385.50- streambank protection, constructed wetland and riparian buffer

#### 3. Partner Updates

- Clear Creeks Consulting, Rocky Powell (not in attendance, Russ Collins provided an update)
  - o See Appendix 1.
- Lebanon Consortium/MS4, Darren Heisey
  - o Still waiting on DEP permit package. They have not received answers to the questions they submitted for the draft permit package.
  - o SQ1: Vegetation continues to grow in and establish. LandStudies is actively monitoring and collecting trash at the site. A new contract was signed for another two years, which also involves invasive species removal. Warranty items are being addressed. Flyway is replacing a few failed trees with ~600 wetland plugs to fill in bare spots (last month). Dan Kreiser from LandStudies reports they were on site July 9<sup>th</sup> to check after storms last week. Trash collection is difficult to keep up with.
  - o SQ6: Design is still pending. Grant was extended due to pending landowner agreement, which they now have obtained. They are now waiting for DEP to send new revised grant paperwork to sign for a change in scope to just include properties with agreements. They are hoping a year's extension will include 6 months for design and then another 6 months for permitting. Unknown is still not having an MS4 permit.
  - o Lions Lake Shoreline Stabilization: punch list inspections have taken place earlier this month with Flyway excavating contractor. The broader park work grant inspections took place July 9 with no issues. Bank stabilization- overseeding to take place in the fall, some live staking needs to be replaced next winter.



### Lebanon CAP Watershed Action Team

- Pollution reduction plan due date was last December. The Consortium needs to send a final report as well as the annual reports. Mostly complete they need to include more details in order to receive MS4 credits.
- Bender Lane project bridge replacement received eligibility deficiency comments for broader project and bridge. Submitted comment responses and are now waiting for DEP to process the responses.
- The Lebanon Valley Conservancy (TLVC), Abigail Harvy
  - Discussed tree maps for MS4 credits for previous tree plantings. Kara recommended checking on the LCCWA StoryMap for a possible tree planting map.
  - Wengert Park- TLVC is forming a "Friends of Wengert Park" with the help of Dan Kreiser. Trees have been planted. Any replacements will happen next spring. No phase II completion date to report yet.
  - Clean Water Committee is still discussing project involvement. The Committee is meeting with Rocky to find more funding and may apply to NFWF SWG for the Killinger Creek project.
  - TLVC is hosting a 25<sup>th</sup> Anniversary Sustainability Fair on September 27<sup>th</sup> at Coleman Memorial Park. Abigail will be sending out invites soon for tabling opportunities or general attendance.
- Quittapahilla Watershed Association, Mike Schroeder
  - See Appendix 2.
- Swatara Watershed Association, Bethany Canner
  - Signage for access points is currently being installed. A boy scout from Hershey is doing the installation as part of an Eagle Scout project over the summer.
  - SWA received another grant through POWR for an artist in residence grant to help promote the Swatara as a whole for recreational purposes. An artist from Philadelphia, Meg Lemieur will hold two nature journaling classes at Bordner Cabin starting on July 26 and an illustrated map of the Swatara Watershed for display and sale. Eventbrite signup on SWA's website.
  - SWA is holding a joint field trip with the Manada Conservancy off of the Greenways & Trails during the Summit in September. This will include kayaking and educational sessions
  - SWA and Manada Conservancy are still working through the POWR Strategic Planning process.
- Trout Unlimited, Russ Collins
  - Syner II: May need to make some minor structural changes in design due to high water and need for modification. Russ is meeting with ARRC week on July 21<sup>st</sup> to discuss issues. Kara will ask DEP if any reporting needs to happen regarding



### **Lebanon CAP Watershed Action Team**

modifications (cross vein rock structure needs to be changed on lower end of the phase). Russ will let LCCD know when meeting date is set so that they can attend.

- Russ will continue to keep LCCD notified of any delays or deviations from original expected completion date.
- EPR, Rich Starr
  - Hammer Creek Estates: Second round of comments received which will require some design changes. DEP is requesting a shallower (decrease depth and increase width) stream design to address shear stress modeling and legacy sediment. DEP is mostly fine with floodplain. The landowner has been sending pictures to show bed movement with rain events.
  - Historic Schaefferstown Farm: Completed field work and will now focus on data and preliminary plan to take to the board.
  - Heisey Farm: Met with Joel Heisey and received design comments. EPR re-edited preliminary design and sent it back to Joel for review. Stream design ok'd, working on pond, and the project is slightly delayed as decisions are finalized. Next step is 30% design.
- Spring Hill Partners, Reid Garner
  - Reid is working on two feasibility studies, Snitz 2 tributary and Hoffman farm. Meeting with Maranda and Kara on July 11<sup>th</sup> to review details.
  - Snitz Trib at Ironmaster Rd: Reid is putting together preliminary design/permit/construction estimates. The property is a 16-acre wooded area. Flow is concentrated to culvert at Ironmaster Rd., incision in valley bottom. Plan is to restore the natural grade, implement grade control structures, and add vegetation. Rocky shared WIP after last meeting.
  - Hoffman Farm: Pre-final deliverable is ready to be reviewed with LCCD. The property has an 8-acre wetland complex with invasive reed canary grass issues. Need to address invasive species issues, reconnect channel with natural floodplain. Next step is to meet with neighboring landowners for input and willingness in participation of restoration activities.
  - Reid provided more information about Spring Hill Partners.
  - Lebanon Country Club- Russ asked for an update. Reid has reached out to Stephen Van Der Ploog but has not heard back from him yet.

#### **Lebanon County Conservation District Update- Kara Lubold**

- Kara presented the revised application and a corresponding checklist for Environmental Conservation project funding. Applications will be accepted on a rolling basis and reviewed in 1-2 weeks once received. The applicant will be contacted to discuss alignment with CAP or additional funding programs. Kara suggested submitting by September 1<sup>st</sup> to have a better





### **Lebanon CAP Watershed Action Team**

chance to be eligible for CAP funding. Application and Checklist will be included with the email containing July WAT meeting minutes and will also be posted on the LCCD website soon.

- Due to permitting and grant funding deadline issues, a decision was made by LCCD to fund the Hammer Creek Estates project with ACAP instead of CAP. Ag projects on the Heisey Farm will now be funded by CAP. Kara discussed this with DEP at the June 1:1 meeting.

#### **4. Next Meeting**

- Thursday, August 7, at 9:00 a.m.



## **Lebanon CAP Watershed Action Team**

### **Appendix 2. Rocky Powell, Clear Creeks Consulting Update- Quittapahilla Creek Projects, July 10, 2025**

#### Beck Creek 6

Channel Construction Phase 1 – Completed work along Stations 6+15 to 15+25.

Channel Construction Phase 2 – Completed work along Stations 16+25 to 18+79.

Wetlands Construction – Completed work on Scrub-Shrub Wetlands W-2 and Upper and Middle W-3.

The breakdown of working days lost due to weather includes April – 6 out of 8, May – 10 out of 22, June – 16 out of 21, and July – 4.5 out of 9 for a total of 36.5 workdays lost out of 60 or 60.6%.

#### Snitz Creek 2

Work started 6/04/2025

Mobilization – 6/5/2025

SCE/Install Bridge and Landing - Phase 1 – 6/6/2025

Install Haul Road - Phase 1 – 6/9/ - 6/16/2025

Meeting with Clearing Crew – 6/13/2025

Clearing/Grubbing- Phase 1 – 6/16 – 6/30/2025

Channel Construction – Phase 1 – 6/26 – 7/9/2025 (Station 1+83 to 4+81)

The breakdown of working days lost due to weather includes June – 1.25 days out of 3, Jul – 3.25 days out of 7 for a total of 4.5 workdays lost out of 9 or 50%.

#### Bachman Run – Horst Properties

Permit Application & Supporting Documentation – Uploaded to DEP ePermits website 5/1/2025

PADEP Comments received 5/11/2025

Response to PADEP Comments uploaded to DEP ePermits website 5/28/2025

E&S Permit Application – Approved by LCCD 5/28/2025

E&S Approval Letter uploaded to DEP ePermits website 5/29/2025

Second Round of PADEP Comments received 7/2/2025

Preparing Response to Second Round of Comments

Bender Lane Culvert Design – GP Permit Pending.

#### Snitz Creek 3

GGP Grant Application and Supporting Documentation – Completed 6/04/2025

GGP Grant Application Uploaded – 6/06/2025

319 – \$457,727.00 (DEP Pre-Selected sent to USEPA – Approval Fall 2025)

GG – \$330,408.00 (6/20/2025 Application, Approval Winter 2025/Spring 2026)

Cost – \$788,135.00

Original Construction Cost \$645,228.00 Adjusted to \$721,190.00 due to Project Delay and addition of Tree Shelters



### **Lebanon CAP Watershed Action Team**

Construction Fall 2026

#### **Snitz Creek 4**

Preliminary Stream Design - In Progress

Preliminary Plans for SWM Pond – Complete

Scheduling Landowners Meetings – August 2025



## Lebanon CAP Watershed Action Team

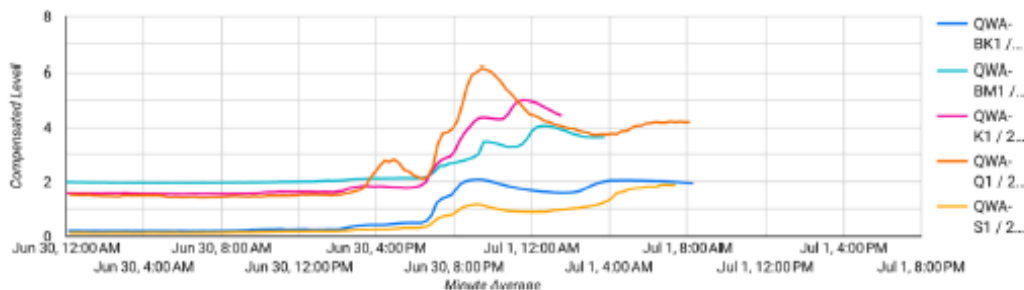
### Appendix 1. Mike Schroeder updates, Quittapahilla Watershed Association, July 10, 2025

#### QWA Monthly Update for the LCCD Watershed Action Team

Michael Schroeder, QWA President

Thurs July 10, 2025

1. Monitoring program: Katie Hollen organized our June fieldwork on Thurs June 12 (Katie, LCCD interns Maddie Carr & Kellen Markley, Bob Connell, and me) and Tues June 17 ((Katie, LCCD interns Maddie & Kellen, Gary Zelinske, and me). We also took streamflow measurements on Thurs July 3 after the big rain event June 30-July 1.



2. Solinst sensors for five monitoring stations now deployed and recording data thanks to Bob Connell and Alyssa Bellucci. Bob sent the graph below showing streamflow data at five of our six monitoring stations during the high rain event June 30-July 1:
3. ISCO auto-samplers: tested in the field on Fri June 13 at Q1 and K1 with Katie Hollen, Bob Connell, and me. Unit "Kay" worked well, Unit "Lee" needs work (insufficient suction to draw water up to unit).
4. NFWF Small Watershed Planning and Technical Assistance Grant for capacity-building: a good in person strategic planning meeting with Ryan Szuch and Katie Ombalski of Grow Conservation 10:30-3 pm Thurs June 3 in the LCCD conference room (Ryan, Katie, Tali MacArthur, Bob Connell, Katie Hollen, Alexis Biondi, and me). A good follow up remote meeting Mon June 30.



### **Lebanon CAP Watershed Action Team**

5. NFWF Grant: watershed partners meeting organized by Carli Tabone, Assistant Program Coordinator of the Pennsylvania Environmental Council, has organized a Watershed Partner Meeting for Mon Aug 25, 10 am—3 pm, in the LCCD conference room.
6. Education & Outreach:
  - a. Successful tabling at Historic Old Annville Day – recruited several potential volunteers – thanks to Bob Connell & Alexis Biondi
  - b. Daphne Messerschmidt & the Tree & Environment Cmte at Cornwall Manor are organizing a “Water Week” in the last week of October with Bethany Canner of the Swatara Creek Watershed Assoc and me presenting on “Where does our water come from and how is it doing health-wise? Where does our ‘used water’ go (sewage treatment plant)? and What’s the condition of the water around us? (Furnace Run, Snitz Creek, source through The Woods past the tennis courts and beyond)”
7. Projects Update: forthcoming from Rocky.
8. Southgate Housing Project in South Annville Twp (252 single-family homes, stormwater infrastructure still under construction): stormwater drainage problems under investigation with homeowners in limestone house next to Quittie Creek. Reported to LCCD, Karl Kerchner & Jeff Steckbeck meeting with with homeowners Meghan & Josh Kuhn.
9. QWA meetings moving forward will move to the Community Room of the Annville Free Library (more commodious than the Annville Town Hall, with better tech for remote attendees).