

Storm Water Task Force Committee Charter and Guidelines

Mission Statement: The Storm Water Task Force will identify and prioritize the storm water projects needed in the Borough, including investments in flood mitigation and infrastructure and then recommend to council the most cost-effective storm water improvements that will protect the most residents in the borough.

Storm Water Committee Goals

1. Establish a charter that defines the mission and objectives/goals of the task force committee
2. Review history of the Boro's development and the existing/non-existing storm water management systems to include the results of the 2010 study on storm water issues in the Boro
3. Review the Boro's current processes, procedures and planning for storm water management
4. Review the Boro's current sources of funds that can be used for storm water management projects, and potential sources of additional funds
5. Review/identify the locations of the most recent flooding area and categorize whether these are known problem areas or new issues
6. Determine root cause of flooding in each area, including whether there may be new causes or contributors to know problem areas
7. Define scope of the Boro's responsibility as compared to Homeowners, County and State
8. Determine potential solutions/mitigations for each of the affected areas
9. Prioritize which solutions can be implemented based on: technical feasibility, implementation time, costs/available funding, and the nature and scope of the solution (temporary/permanent/partial/complete fix)
10. Implement an educational program that provides residents with information on basic storm water concepts, Boro storm water operations, and best practices for storm water mitigation
11. Set realistic timelines for implementation/completion of any solutions in line with anticipated manpower, regulatory and funding realities
12. Recommend solutions to the Boro Council for their consideration to implement
13. Communicate progress and results to the public through a report at the monthly Council voting meeting

Committee Members and Formation

3 Council Members (one Member will be Chairperson of the Committee, and one member will be Vice-Chairperson)

1 Plum Boro Streets and Roads Supervisor

1 Plum Boro Staff Member (Planning/Assist Manager/Manager or designate)

1 Plum Boro Engineer

5 At-Large Plum Boro Residents:

- At-Large members should have a vested interest in storm water issues and/or knowledge/experience concerning any storm water-related issues (technical, funding, regulatory, etc.)
- At-Large members will be selected by the other 6 members of the Committee from those who have volunteered, are known to be qualified from personal knowledge, or have been recommended by others with knowledge

Committee Meetings and Process

Meetings will be held no less than once (1) per month; but during the first 6 months, it is expected that the Committee will meet more frequently;

Either the Chairperson or Vice-Chairperson must be present at each meeting and they will prepare an agenda prior to the meeting; the agenda shall include an opportunity for any Committee member to offer new developments and/or issues or inputs to non-agenda items;

The duration of the meetings is expected to be (1) hour, but they may extend longer as needed, particularly during the first 3 months;

The Committee may invite different subject-matter experts to participate at meetings as needed to carry-out the Goals;

The Committee may recommend that Council provide funding for operational expenses in furtherance of the Committee's Goals if the Committee decides that third parties should be engaged to provide studies, analysis, or similar types of supporting information necessary to inform the Committee;

The Committee shall appoint a Secretary who shall record Minutes of each meeting for publication on the Boro site.