



Upper Delaware Council

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Upper Delaware Council Cooperative Agreement #P20AC00940

Fiscal Year 2021 Performance Progress Report

Project Title: Collaborative Management through Implementation of the Upper Delaware River Management Plan

Report Period: 10/01/2020 to 9/30/2021

Term of Agreement: 08/25/2020 to 09/30/2024

Date Submitted to NPS: December 28, 2021

Objectives from the Upper Delaware Council (UDC)-National Park Service (NPS) Cooperative Agreement, planned tasks from the Fiscal Year 2021 Work Plan, and the *[actual outcomes or difficulties encountered in accomplishing these project goals]* are listed.

Cooperative Agreement Task 1: Review, coordinate, and provide direction for all aspects of implementation of the Upper Delaware River Management Plan, consistent with the functions and responsibilities of the UDC described in the Plan.

A. Financial Administration:

1. The Operations Committee will oversee the UDC's financial administration, including the budget, accounting system, reporting system, and insurance issues. *[The committee regularly met on the 4th Tuesday of each month to review expenditures, approve payments as summarized on an abstract of bills, receive a year-to-date financial accounting statement, and assure compliance with all federal, state and agency reporting procedures.]*
2. Apply to the U.S. Treasury's Automated Standard Application for Payments (ASAP) System to draw down the UDC's federal funds allocated through the Cooperative Agreement with the DOI National Park Service. *[The executive director electronically filed monthly funding requests for the reimbursement of UDC's federal expenditures.]*

Working together to conserve the Upper Delaware Scenic and Recreational River

*Town of Hancock • Town of Fremont • Town of Delaware • Town of Cohecton • Town of Tusten • Town of Highland • Town of Lumberland
Town of Deerpark • Damascus Township • Berlin Township • Lackawaxen Township • Shohola Township • Westfall Township
State of New York • Commonwealth of Pennsylvania • Delaware River Basin Commission • In partnership with the National Park Service*

3. Execute contracts for independent bookkeeping, payroll, audit, and accounting services. *[The UDC contracts with: Beck, Gogolksi & Co., CPAs, for bookkeeping services including preparation of monthly financial statements and abstracts of bills, assistance with developing budgets for SF-424 Application for Federal Assistance packages and Cooperative Agreement modifications, SF-425 Federal Financial Reports, quarterly wage filings, IRS W-2 and 1099 filings; Sentinel Payroll Solutions to produce employee paychecks every two weeks; and approved Resolution 2021-07 on January 7, 2021 to retain the services of Eckersley & Davis LLP to conduct an Independent Accountants' Fiscal Year 2021 Financial Review.]*
4. Secure legal representation for Council activities and for plan-related local government actions as needed. *[No legal services were required in Fiscal Year 2021.]*
5. Provide a Certificate of Insurance to the National Park Service for the appropriate level of general commercial liability insurance associated with the Cooperative Agreement and maintain Directors and Officers insurance for Council officials. *[The UDC maintained and renewed its policies for General Commercial Liability (4/13/21), while naming NPS as an additional insured, and Directors & Officers Liability Insurance (8/24/21) through Travelers Casualty Insurance and brokered through Mike Preis, Inc.]*
6. Review, approve, and distribute the annual Independent Accountants Financial Review, Internal Revenue Service 990 federal tax filing form, and New York State Charities Bureau Form 500. *[Final documents were approved via UDC Resolution 2021-05 on December 3, 2020 following the review of drafts prepared by Eckersley & Davis LLP.]*
7. Provide remuneration to UDC representatives at \$35.00 per regular or special meeting of the Upper Delaware Council, Water Use/Resource Management Committee, Project Review Committee, and Operations Committee based on River Management Plan Authority for reimbursing expenses incurred for participation on the Council, as per the terms of the UDC Representative Participation Reimbursement Policy adopted on Aug. 3, 2017 and the UDC Bylaws. *[Attendance was documented through sign-in logs and minutes for each eligible meeting.]*
8. Provide mileage reimbursement at the IRS-established standard rate to UDC town and township representatives for the purposes of attending the full Council and committee meetings when held in-person, and to staff for travel to authorized meetings and functions necessary to the performance of their duties. *[The IRS allowed \$.56 reimbursement per mile during calendar year 2021. Payments are itemized on the monthly abstract of bills.]*

9. Although not a required match, discuss strategies to meet the 40% cost-share ratio by the State of New York and Commonwealth of Pennsylvania for UDC operational aid as outlined in the Cost and Phasing section of the River Management Plan (pages 144-145). *[The UDC updated its State Operational Funding Briefing Reports and prepared fact sheets to present to Executive Branch officials and state-level legislators in New York and Pennsylvania, including at a July 29, 2021 PA Legislative Breakfast sponsored by the Pike/Wayne Conservation Partnership and attached to a September 2, 2021 letter to welcome incoming New York State Governor Kathy Hochul. The National Parks Conservation Association met virtually with UDC staff on multiple occasions to offer advocacy to seek the anticipated 40% contributions of operational aid.]*
10. Identify UDC programs and projects that could be funded through other federal, state, local, corporate or foundation sources. *[On July 1, the UDC approved a consulting services contract with Crane Associates, Inc. to prepare a Long-Term Fiscal Sustainability Plan which would offer recommendations by Dec. 1, 2021 to increase revenue, realize cost savings, and apply for potential outside funding sources.]*
11. Administer a River and Shoreline Clean-up Grant Program open to member municipalities on a competitive application basis as discretionary funding allows, consistent with the UDC function to “provide technical river-related assistance to the towns and townships...assistance may include, but need not be limited to, financial aid, legal aid, planning, and advisory services (#10, page 25) and the Water Use Program objective to “seek ways of reducing litter” (#4, page 104). Solicit proposals on or about March; applications are due by mid-April; a resolution approving grant awards will be provided for action at the May UDC meeting; and project completions with submissions of Payment Reimbursement Forms and supporting documentation are due by mid-September. *[Two applications were approved by the UDC board on May 6 via Resolution 2021-13 based on solicitation of proposals sent on March 25 with an April 23 deadline. Final payments following the September 20 project deadline totaled \$5,073.90 to the Town of Lumberland (\$1,100) and the Town of Deerpark (\$3,973.90). The cumulative amount of River and Shoreline Clean-up Grants bestowed by the UDC from this program’s inception in 201 through 2021 is \$37,006.71.]*

12. Advance work on a long-term Fiscal Sustainability Plan to guide the UDC's operations based on projected expenses vs. income and analysis of spending trends, and to recommend how to diversify funding sources, which must be completed by December 31, 2021 as a component of a Pennsylvania Department of Community and Economic Development grant that was awarded to fund a portion of it. *[The UDC advertised and issued a Request for Proposals on May 26, received two bids by the June 28 deadline, and selected Crane Associates, Inc. of Burlington, VT to conduct a Long-Term Fiscal Sustainability Study in a \$17,930 contract offset by a \$10,678.47 allocation from the UDC's "Townships, Technology and Sustainability" PA Grant. Difficulty encountered: Task #2 of the UDC's scope of work to do an Economic Analysis of the Nov. 6, 1985 report "Upper Delaware Scenic and Recreational River: Impact of the River Management Plan on the Finances of Local Governments in New York and Pennsylvania" as prepared by Lehigh University's Center for the Study of Private Enterprise and appended to the RMP could not be completed by consultant Michael Crane AICP due to the limited funding. This aspect of the project will be deferred and flagged to seek additional funding.]*

B. Reporting:

1. Prepare and submit to the National Park Service the SF-424 Application for Federal Assistance package, including all required attachments, fiscal year budget with narrative report, and annual work plan, associated with the periods covered by funding allocations. *[The UDC on June 5, 2020 had applied for a \$75,000 advance for the 1st quarter of Fiscal Year 2021 for the period covering 10/1-12/31/20 which was duly awarded, then submitted on January 15, 2021 a full SF-424 application package with an updated work plan and attachments seeking the \$225,000 balance for the period of 1/1/21-9/30/21.]*
2. Prepare and submit to the National Park Service SF-425 Federal Financial Reports and Performance Progress Reports, no more than 30 days after the end of two, semi-annual reporting periods covering October 1, 2020-March 31, 2021 (Apr. 30) and April 1-September 30, 2021 (Oct. 29). *[The National Park Service Upper Delaware Scenic and Recreational River offered the option of submitting an annual report for Fiscal Year 2021 which would be due no later than December 29, 2021 through the Grant Solutions online program. The Federal Financial Report was uploaded on December 10, 2021. The Performance Progress Report was uploaded on December 28, 2021.]*
3. Prepare and submit to the National Park Service an Annual Work Plan representing the proposed activities of the Council and its Water Use/Resource Management Committee, Operations Committee, and Project Review Committee, to be mutually agreed upon prior to obligation of annual funds. *[A 15-page "Upper Delaware Council Fiscal Year 2021 Work Plan" incorporating the objectives for the full Council and three standing committees was updated on January 13, 2021. The UDC approved a new Five-Year Operating Program for October 1, 2020-September 30, 2025 via Resolution 2021-09 on January 7, 2021.]*

4. Prepare an Annual Report summary of Fiscal Year 2021 activities relating to the administration and effectiveness of the River Management Plan implementation. Provide a copy to the National Park Service and post on the UDC website for public review. *[This document constitutes the annual report summary of Fiscal Year 2021 activities.]*
5. Publish notice of all Council meetings 10 days in advance in at least two newspapers with general circulation within the river corridor. *[The UDC secretary issues meeting notices in the form of news releases for every Upper Delaware Council, Water Use/Resource Management Committee, Project Review Committee, and Operations Committee on a pre-planned schedule to meet the advance notification objectives.]*

C. Personnel and Training:

1. Maintain adequate personnel levels including support services (e.g. insurance, supplies and equipment, professional memberships, etc.), travel, and training sufficient to perform productively and carry out the requirements of the NPS Cooperative Agreement. *[The UDC in Fiscal Year 2021 employed three full-time staff members: Executive Director; Resources and Land Use Specialist; and Secretary, to carry out the directives of the UDC board. Difficulty encountered: Personnel costs account for approximately 63% of the UDC's budget, yet staffing has been reduced over the years from five to three full-time positions because of the fixed status of the \$300,000 income since 1988, with no ensuing decrease in the workload or amount of UDC responsibilities.]*
2. Continue the system of annual personnel evaluations consistent with the UDC Personnel Policy. The Personnel Subcommittee will oversee on an ongoing basis adherence to the "Upper Delaware Council, Inc. Employment Practices and Staff Code of Conduct Policy" as adopted on Jan. 9, 2014 and the "Combating Sexual Harassment Policy" as adopted on October 3, 2019. *[The UDC's Personnel Subcommittee, comprised of volunteer representatives or alternatives, arranges annual written evaluations and interviews of staff, and handles any complaints or inquiries regarding employment. The UDC reaffirmed its anti-sexual harassment policy and procedures on February 4 via Resolution 2021-11, provided training videos and materials from the New York State Department of Labor and New York City Human Rights Commission for all staff and board members, and collected documentation attesting to the completion of interactive training.]*
3. Hold regular, monthly staff meetings to organize agendas for upcoming UDC meetings, assign tasks, and discuss issues. *[Team meetings take place on the 3rd Monday of each month, with an advance agenda prepared and the master calendar reviewed.]*
4. Distribute UDC orientation packets to newly-appointed representatives and alternatives, and update the contents as necessary. *[UDC board changes during Fiscal Year 2021 included the October 3, 2021 resignation of Town of Tusten 2nd Alternate Dan Paparella, who had served since September 10, 2019 and was not replaced; and the January 2021 appointment of Pamela Reinhardt as Town of Fremont UDC alternate, replacing George Conklin who had served from 2009-2020. New appointee Reinhardt received a packet.]*

5. Establish a system of continued training for UDC members (new and current) to support planning, familiarity with the purpose and activities of the UDC, knowledge of the River Management Plan and Land and Water Use Guidelines, substantial conformance review process, and other needs in support of the purposes for which the river was designated under the Wild and Scenic Rivers Act. *[A “Member Participation Fee Policy” document dated August 3, 2017 defines the responsibilities and duties of the municipally-appointed individual representatives and alternates to the UDC, and is provided as part of the orientation folder for new members. A facilitated Strategic Planning Retreat to develop a new Five-Year Operating Plan took place on October 3, 2021 which also resulted in the adoption of a new mission statement. Videos and Power Point presentations on project review and substantial conformance topics and trainings are posted on the UDC’s You Tube and Vimeo channels. Representatives and alternates are offered the opportunity to participate in relevant seminars and conferences. Educational presentations are arranged at the start of nearly all full Council meetings.]*
6. Work with the National Park Service to help inform seasonal rangers, new employees, and volunteers about their role in the Upper Delaware Scenic and Recreational River corridor and orient them to the unique circumstances of cooperative management approaches here. *[Incoming Superintendent Joseph Salvatore, who entered duty on December 20, 2020 following the June 8-October 2 tenure by Acting Superintendent Darren Boch, met with UDC staff in advance of joining Council meetings to discuss the Cooperative Agreement relationship. Close working relationships are maintained between the NPS Community and Land Use Planner and the UDC Resources and Land Use Specialist for collaborative project reviews. UDC staff was invited to make a presentation about the cooperative management model and the Council’s activities at the May 20 orientation session for NPS Seasonal Staff and Interns. UDC staff also serves on the NPS River Safety Committee to provide assistance with water safety partnerships and public education.]*

D. Educational Outreach:

1. Maintain awareness of the need to protect the scenic, recreational, cultural, and natural qualities of the Upper Delaware. To accomplish this, major emphasis should be placed on educating people who use the river to increase their awareness of this outstanding resource and the need to protect it. *[UDC staff regularly distributes literature such as the Visitor Information Map & Guide brochure, participates in festivals to interact with the public, maintains a website and active social media presence to broadcast information, and hosts informative programs open to the public on topics relevant to the Upper Delaware River Valley. Those presentations during Fiscal Year 2021 included: 10/1 - "Upper Delaware River Watershed Knotweed Project" by Steven Schwartz, project coordinator, Friends of the Upper Delaware River; 12/3 - "Upper Delaware Council's Five-Year Strategic Plan Process" by UDC consultant Buck Moorhead; 1/7 - "Upper Delaware River Geologic Resources Mapping Project" by James Leone, New York State Museum and Geological Survey; 3/4 - "Update on Dam Safety Notifications" by Adam Bosch, director of Public Affairs, New York City Department of Environmental Protection; 4/1 - "Lackawaxen River Trail Corridor" by Jessica Yoder, assistant director of the Pike County Department of Planning; 5/6 - "Best Management Practices for Riparian Buffers" by Watershed Planning Coordinator Haley Springston, Roundout-Neversink Stream Program; 6/3 - "An Introduction to Water and Weather Alerts" by NPS UPDE Information Technology Specialist Brendan Dohn; 7/1 - "Sullivan County Wireless Broadband Expansion" by Sullivan County Division of Information Technology Services Commissioner Lorne Green and Sullivan County Legislature Vice-Chair Michael Brooks; 8/5 - "Climate Change and Our Hemlock Forests and Brook Trout" by Rich Evans, NPS Delaware Water Gap National Recreational Area (retired); 9/2 - "Global Warming: The Cold, Hard Facts" by author and CO2 Coalition Executive Director Gregory Wrightstone.]*
2. Compose, publish, distribute, and post on-line "The Upper Delaware" newsletter three times a year, utilizing it as a forum for river valley features, profiles, news, and UDC activities. Maintain the print copy mailing list database which contains approximately 8,700 records. *[The UDC Executive Director serves as newsletter editor, primary author, and designer to produce camera-ready copy. The Fiscal Year 2021 publication schedule was: Fall/Winter 2020 (Dec. 7, 2020); Spring, (April 5, 2021); and Summer (August 2, 2021). The Secretary maintains the database. Via Resolution 2021-03 approved on November 5, 2020, the UDC approved a contract with Courier Printing of Deposit, NY for printing, labeling, pre-sorting and mailing services for Fiscal Year 2021, with bulk mail distribution through the Callicoon, NY Post Office. An index of articles and archives is maintained to utilize as a historic reference.]*
3. Regularly update and maintain the UDC's website at www.upperdelawarecouncil.org through staff training in the Wordpress Content Management System. *[All UDC staff are trained by W Design in website maintenance to post meeting minutes, news releases, grant materials, photos, event announcements, public documents, and special alerts.]*

4. Organize the 33rd Annual UDC Awards Ceremony on April 25, 2021 to recognize through a public nomination process those individuals, groups, agencies, and communities that have acted to enhance or protect the values and resources of the Upper Delaware Scenic and Recreational River Valley. Engage a keynote speaker to provide an informational address and promote awareness of the model projects being honored. *[The 33rd Annual River Valley Awards ceremony was postponed to September 12 to enable an in-person gathering with coronavirus protocols in place. New York State Senator Mike Martucci served as keynote speaker and 140 guests attended the dinner at Central House Family Resort in Beach Lake, PA. An in-house commemorative program was produced to pay tribute through illustrated narratives to each award honoree in 10 categories.]*
5. Organize the 33rd Annual UDC Family Raft Trip on August 1, 2021 to promote stewardship of the river through a recreational activity open to the public, with a discounted group rate provided to participants who pay the exact cost charged by the host livery. No federal funding is requested for this pass-through expense. *[A total of 77 guests participated in the annual raft trip, with Aug. 1 paddling from the Staircase Access in the Town of Lumberland, NY to Kittatinny Canoes' Matamoras Base in Westfall Township, PA. Life jacket wear is mandatory.]*
6. Provide information and guidance to environmental organizations, river associations, government officials, educational institutions, media representatives, and citizens, upon request. *[UDC staff promptly responds to all informational inquiries, and serves on numerous liaison and steering committees such as the Delaware River Basin Commission's Water Management Advisory Committee, Upper Delaware Scenic Byway, D&H Transportation Heritage Council, Local Waterfront Revitalization Plan, Catskills Regional Invasive Species Partnership, Upper Delaware BioBlitz, and Delaware River Sojourn, to share and provide updates.]*
7. Issue news releases to local media over and above meeting notices, when appropriate. Update the media list on an annual basis. *[All news releases are posted on the UDC website and often further promoted through its social media platforms. Press releases from National Park Service for the Upper Delaware Scenic and Recreational River are also posted under "Partner News".]*
8. Contact local, state, and federal legislators and officials to keep them informed of river valley issues through correspondence, meetings of the Government Officials Liaison Subcommittee, and other communication efforts. Ensure that no lobbying for funds occurs. *[U.S. Congressman Antonio Delgado (NY-18) held an April 12 press conference at the future Callicoon Riverside Park to announce the formation of a Congressional Delaware River Watershed Caucus, while NYS Senator Mike Martucci and Assemblywoman Aileen Gunther were keynote speakers at The Day on the Delaware event held August 5 at the same location, both of which UDC representatives attended, discussed with the legislators, and covered for promotional sources. When appropriate, the UDC copies lawmakers on its approved letters to alert them to the Council's positions and topics of concern.]*

9. Increase awareness of the UDC's accomplishments through such avenues as the UDC website, social media platforms, educational outreach, public speaking, exhibits, special events, distribution and regular updating of UDC literature such as the Visitor Information Map and Guide, and representation at appropriate venues. *[The UDC approved its first-ever Social Media Policy via Resolution 2021-02 on October 1, 2020 and set up accounts for Facebook, Instagram, LinkedIn, You Tube, and Vimeo. UDC Resources and Land Use Specialist Shannon Cilento and NPS UPDE Chief of Interpretation Ingrid Peterec jointly instructed a SUNY Sullivan Community Learning Class entitled "Local River, National Significance: Partnering for Management of the Upper Delaware Scenic and Recreational River" virtually on April 7. A new poster to emphasize the UDC's value to Pennsylvania communities was designed for the July 29 PA Legislative Breakfast.]*
10. Produce and distribute copies of the River Management Plan, Project Review Workbook Version 2.0, and Design Handbook as the supply demands. *[All new representatives and alternates, as well as key NPS staff, are presented with copies of or links to these foundational documents. Resources and Land Use Specialist Shannon Cilento completed a series of meetings with local governments, planning boards and commissions for member municipalities to provide copies of the new Project Review Workbook for orientation purposes.]*

E. General Operations:

1. Appoint a Nominating Committee in November to make recommendations for the positions of UDC chairperson, vice-chairperson, and secretary/treasurer. Announce the slate of officers in December, hold the election in January, and arrange a swearing-in ceremony in February. *[The 2021 election of officers took place through electronic balloting on January 7, with Jeffrey R. Dexter (Damascus Township) elected as chairperson; Susan Sullivan (Town of Tusten) as vice-chair; and Alan Henry (Berlin Township) as secretary-treasurer. Due to COVID-19 restrictions, the swearing-in ceremony was deferred until June 3, at which time Wayne County Senior Magisterial District Judge Ronald J. Edwards administered the symbolic oaths to the officers.]*
2. Hold monthly meetings of the Upper Delaware Council (1st Thursday), Water Use/Resource Management Committee (3rd Tuesday), Project Review Committee (4th Tuesday) and Operations Committee (4th Tuesday). Prepare agendas, handouts, reports, and other necessary documents. Hold a special meeting of the Project Review Committee annually (2nd Tuesday of September) to review Technical Assistance Grant applications. Draft, approve, and distribute minutes to document the actions at every meeting. *[Meetings continued without interruption throughout the coronavirus pandemic, either by teleconference, socially-distanced rental space, or Zoom videoconferencing, until the small committees began meeting again in person on March 16 and the full Council intermittently resumed in-person meetings on June 3, with continued electronic participation options and meeting materials offered.]*

3. Provide regular communication with UDC members and their representatives, legislative and other partners, stakeholders, media, and the public to increase awareness and understanding of the UDC and its role in the implementation of the River Management Plan, the Council's activities, accomplishments, and relevant issues in the river valley. *[Communications take place through all methods and channels described above.]*
4. Implement the action strategies identified in the Upper Delaware Council's Five-Year Operating Program for Fiscal Years 2021-2025, as adopted on January 7, 2021 due to the deferred timetable impacted by coronavirus pandemic restrictions. *[The objectives were assigned by committee purview responsibility and reviewed by each committee at the six-month mark in June, with spreadsheets prepared to track the progress and outcomes. The Five-Year Operating Program are also informing the recommendations for the Long-Term Fiscal Sustainability Plan.]*
5. Assist the National Park Service in the annual update of the Local Officials Directory. *[The UDC Executive Director and Secretary met with NPS staff to discuss formatting and contents, which NPS determined would result in a pared-down directory that transitioned from 88-pages in 2020 to 5-pages with website links, issued on June 3, 2021.]*
6. Distribute and collect annual Conflict of Interest Disclosure Statements in compliance with the "Upper Delaware Council, Inc. Conflict of Interest Policy for Representatives, Alternates, and Officers", and administer annual Anti-Sexual Harassment Training as required for New York State employers. *[These activities were initiated in January 2021, with disclosure forms provided for Conflict of Interest to be reviewed by the UDC Executive Committee, and the Combating Sexual Harassment Policy reaffirmed by Resolution 2021-11 on February 4 which outlined the training requirements, complaint procedure, and requested submission of course completion.]*
7. Take active steps to encourage the two non-participating Wayne County townships, Buckingham and Manchester, to join the Council. *[Buckingham and Manchester Townships were deliberately included in the UDC's sponsorship of its first annual Upper Delaware Litter Sweep held April 17-25, 2021 to encourage consideration of the organization's positive value in the river valley. Relationships with citizens and groups in these communities are maintained, with the door always open to provide requested information for voluntary participation.]*

F. Building Maintenance:

1. Oversee any necessary maintenance, repairs, and renovations to the Council office building and property, which included the installation of a records storage system in the attic. *[The UDC provides constant oversight to prevent or address any infrastructure needs that arise.]*

2. Pay utility bills in a timely manner. *[The UDC bookkeeper assures payments are made electronically or by check when the due date allows for the time to obtain the required two signatures. The Council also has a Visa credit card through Jeff Bank.]*
3. Retain services for office cleaning, grounds maintenance, inspections, and upkeep of the plumbing, heating, and cooling systems for optimum safety and efficiency. *[Contracts are ongoing for office cleaning services every other week by Constable's Custodial Service; garbage and recycling collection once per month by general contractor Tom Coacci; and snow plowing and sanding by Floyd Campfield. Landscaping services are provided by the Sullivan Renaissance Narrowsburg Beautification Group and Riverside Mechanicals is called for HVAC system repairs and maintenance.]*

G. Resource Advocacy, Protection, and Coordination

Recreation Issues:

1. Continue to pursue with the New York City Department of Environmental Protection methods to improve the public emergency notification process for incidents involving the Delaware Basin Reservoirs, and to make recommendations to the proper authorities of technological methods to enhance the capability of the public to seek emergency assistance along the Upper Delaware River where cellular service is limited or unavailable. These two actions are consistent with the UDC's River Management Plan coordination function to assist the National Park Service in implementing Water Use Program Principle E to "prevent river recreational accidents and minimize hazards" through Objective 2 to "provide better emergency communications and better river information" (Page 99). *[New York City Department of Environmental Protection Director of Public Affairs Adam Bosch presented on the topic of "Update on NYC Dam Safety Notifications" at the March 4 UDC meeting to advise on the results of that agency's contracted study with SEI to improve the public notification system. The UDC continues to regularly inquire about, report on, advocate for advancements and extension of cellular and Internet broadband signals for underserved areas of the river valley.]*
2. Comment on federal, state, county, and local resource management plans and policies that may affect recreational uses, habitat protection, and conservation of resources in the river corridor (non-funding related). *[The UDC approved letters commenting on the Sullivan County Draft Hazardous Mitigation Plan (Dec. 3); New York State Trout Stream Management Plan Draft Regulations (Jan. 7); Delaware County Draft Hazardous Mitigation Plan (March 23); Delaware County Draft Hazard Mitigation Plan (April 1); USGS Delaware River Lordville Gage Requested Additions (June 28); Pike County Hazard Mitigation Plan (July 1); Orange County Open Space Plan (July 21); Upper Delaware River Recreational Plan Survey for River Users and Landowners (Sept. 21); and supported through petition sponsorship and sign-on letters the Alliance for the Upper Delaware River Watershed's proposal for a New York State investment of \$1 million through the Environmental Protection Fund for conservation and restoration projects.]*

3. Actively support the National Park Service (NPS) Upper Delaware Scenic and Recreational River's Water Safety Campaign. Participate as a member of the Water Safety Committee, attend the annual meeting with liveries coordinated by NPS, provide guidance to support safety standards and training for river use, and assist NPS in continuing an effective river user education program. *[The UDC initiated a "Let's Talk Delaware River Safety" infographic viewed by 14,000+ people with over 200 Facebook shares, and a bilingual life jacket video campaign #WhyIWearIt to help combat the five Summer 2021 drownings on the Upper Delaware River, in addition to staff being interviewed by Spectrum News TV, participating in the annual Water Safety Partners meeting held April 30, distributing Wear Your Life Jackets lawn signs, hanging a large banner at the office to promote life jacket usage, and actively contributing to NPS River Safety Committee discussions of strategies.]*
4. Provide recommendations to the National Park Service, Delaware Highlands Conservancy's Eagle Institute, Pennsylvania Game Commission, New York State Department of Transportation, Pennsylvania Department of Transportation, and others to assess the needs of eagle watchers in the river corridor, and help provide a safer and more enjoyable experience. *[The UDC promotes Eagle Watch volunteer training programs, bus trips, and responsible viewing tips by the Delaware Highlands Conservancy and other entities through its newsletter.]*
5. Work with the New York State Department of Transportation, county and local governments, and the Upper Delaware Scenic Byway, Inc. non-profit organization to implement the objectives of the Upper Delaware Scenic Byway Enhancement Concept Plan for the 2002 State Legislature-designated NYS Route 97 Upper Delaware Scenic Byway, the main highway traversing the Upper Delaware Scenic and Recreational River Valley along 70 miles through three counties. *[The UDC is a non-voting member of the Upper Delaware Scenic Byway Committee which meets monthly to discuss issues of relevance to the Route 97 communities, highway safety needs, road and bridge repairs, tourism, and administer grants for Scenic Vista Enhancements, Signage, Culture & History, and Butterfly Habitat Promotion. The Council offers space at its Narrowsburg office for the 501(c)3 organization for meetings and records storage.]*

6. Work with the National Park Service, New York State Department of Environmental Conservation, Pennsylvania Fish and Boat Commission, New York and Pennsylvania Departments of Transportation, and other entities such as the Local Waterfront Revitalization Program for the Upper Delaware River Corridor's Sullivan County River Accesses Improvement Project to develop new public accesses, river rest stops, and fishing accesses, or improve existing facilities, where appropriate, in order to minimize negative impacts on private property. *[The focus of Fiscal Year 2021 river access projects was on the Ten Mile River (TMR) Access, with the UDC completing its contract in the fall with JHA Companies to do a feasibility study for a new boat ramp which yielded an estimated \$76,833.80 structural design, the NPS recommendation to the Regional Director to rescind the May 2020 Superintendent's Compendium prohibition on trailered boat launching at TMR, renewal of the NPS lease with the Greater New York Council, Boy Scouts of America, on July 6, and inclusion of a \$200,000 earmark through the Land and Water Conservation Fund for NPS to acquire 20 acres at the TMR property on a Fiscal Year 2022 list; collaborative work with the NYS DEC to redesign the parking lot at the Mongaup Access for which phase I was completed in early August to increase its capacity by 60%; several meetings organized by Sullivan County Planning to start engineered design improvements at the Highland Access that ultimately had to be deferred due to bids that exceeded available grant funds; and a Sept. 15 meeting with staff from the NPS Rivers, Trails and Conservation Assistance Program and Hancock Partners Inc. to discuss upgrade plans for the Hancock Junction Pool Access.]*

Water Resources Management:

1. Monitor the effectiveness of the Flexible Flow Management Plan operating system regime for management of the Delaware River Basin reservoirs. Advocate for a better balance of river flows and releases. *[This occurs on a situational basis to evaluate the adequacy of directed and conservation releases, as well as thermal protocols for habitat protection.]*
2. Participate as a member of the Delaware River Basin Commission's Water Management Advisory Committee and track the actions taken at meetings of other DRBC special committees, including the Regulated Flow Advisory Committee, Flood Advisory Committee, and the Subcommittee on Ecological Flows. *[The UDC occupies the designated Watershed Organization member seat on the Water Management Advisory Committee and attends three meetings per year to report back highlights to the WU/RM Committee.]*
3. Monitor legal decisions on private property land use issues which may affect the Upper Delaware Scenic and Recreational River. *[Monitoring occurs primarily through newspaper and online articles.]*

4. Review, make recommendations, and take other appropriate action with regards to water quality impacts on any projects requiring licenses or permits from the Federal Energy Regulatory Commission, Delaware River Basin Commission, New York State Public Service Commission, Pennsylvania Public Utilities Commission, New York State Department of Environmental Conservation, Pennsylvania Department of Environmental Protection, and other regulatory agencies. Such projects include, but are not limited to, any new construction or expansion proposals by the Millennium Gas Pipeline and Tennessee Gas Pipeline, hydropower plants, major electrical transmission lines, and natural gas exploration activities. *[The UDC attended the virtual Delaware River Basin Commission February 25 meeting at which the vote took place to prohibit High Volume Hydraulic Fracturing in the four-state Delaware River Basin watershed, disseminating that information to the Council membership. Rulemaking regarding the importation and exportation of water and wastewater from hydraulic fracturing was pending issuance by September 30 and will be the subject of a UDC comment letter. The UDC is a consulting party to the FERC relicensing process for the Mongaup Hydropower system by Eagle Creek Renewable and receives regular updates.]*

5. Attend the annual meeting of the New York-Pennsylvania Joint Interstate Bridge Commission which has jurisdiction over 10 bridges that cross the Delaware River between Hancock and Port Jervis, eight of which are located in the river corridor. Monitor and comment on proposals for bridge replacements, rehabilitations, or repairs. *[The annual meeting of the NY-PA Joint Interstate Bridge Commission took place on May 26, with the UDC issuing a news release summarizing capital projects and maintenance reports. UDC Executive Director Laurie Ramie was asked to serve on the Project Advisory Committee (PAC) for the Skinners Falls, NY-Milanville, PA Bridge Planning and Environmental Linkages Study being conducted by the Pennsylvania Department of Transportation to develop Transportation Purpose and Need alternatives for the future of the 1902 single-lane, timber-planked, truss bridge. Two PAC meetings were held on Feb. 22 and Sept. 23, along with a virtual public meeting on March 30, a survey process, and ongoing feedback.]*

6. Track water quality, flow, flood, and drought issues, review localized research, and recommend appropriate action. Work cooperatively with the NPS, DRBC, New York State, Pennsylvania, and New York City to protect and maintain the integrity of the Upper Delaware as a federally designated Scenic and Recreational River. *[The UDC advocated to the National Weather Service for advanced hydrologic forecasting improvements to the USGS Delaware River gage at Lordville to enable better predictions for flood warnings.]*

7. Review and comment on any changes to or proposals for non-point source pollution regulations by the Delaware River Basin Commission. *[No such proposals were made in FY 2021.]*

8. Investigate chemical herbicide and pesticide spraying programs, and the use of any other chemical additives, that could have potential watershed impacts and make mitigation recommendations as necessary to the responsible agencies. *[This occurs on an ongoing situational basis.]*

9. Make recommendations to the states, National Park Service, U.S. Geological Survey, and Delaware River Basin Commission to augment water quality monitoring of the Upper Delaware Scenic and Recreational River and its tributaries. *[The UDC participated in a May 6 USGS Delaware Basin Study Stakeholders Update to learn more information.]*

10. Identify and assess the risk factors that could cause degradation to the river to avoid jeopardizing the values that qualified the Upper Delaware River for its enabling legislation and federal designation. Review and comment on any proposed water resources development projects that may affect the free-flowing conditions of the river or its tributaries. *[Staff viewed and reported on two webinars presented by American Rivers and the Stroud Water Research Center on Jan. 14, “The Journey from River to Faucet”, and April 4, “Dam, Dam Go Away: A Wild and Scenic Look at What That Means for Us Today”, as well as a Dec. 16 meeting by the Delaware River Watershed Initiative on “Conservation Strategies in the Upper Delaware River Watershed by the Poconos-Kittatinny Cluster.”]*

11. Monitor the activities of the National Park Service’s Natural Resource Management Division as reported at Water Use/Resource Management Committee meetings. *[Upper Delaware Scenic and Recreational River Chief of Natural Resources Don Hamilton sits on and regularly attends those monthly meetings to provide information and updates. Subjects considered to be of wide public interest, such as microplastics and climate change, are solicited as newsletter articles.]*

12. Make recommendations for the management of federal and state lands (owned or leased) within or adjacent to the river corridor, consistent with the River Management Plan, to avoid any impairment to water resources. *[The UDC’s Ten Mile River Access \$5,000 boat launch feasibility study to address the muddy conditions that were alleged to represent an impairment was pursued in three stages to examine existing conditions, develop a structural engineering design with cost estimates for a precast concrete launch, and gather permitting requirements for consideration by the National Wild and Scenic Rivers Steering Committee and NPS hydrology experts.]*

13. Continue to participate in forums that raise awareness of the diverse uses of the Delaware River to address any potential conflicts to maintaining the biodiversity of the ecosystem. *[Presentations that the UDC attended which addressed this topic included at the 11th Annual “Water, Water Everywhere” conference by Friends of the Upper Delaware River on October 14, 2020; the National Parks Conservation Association Roundtable: Conserving and Sustaining Park Resources on July 22, 2021; and the 9th Annual Del-AWARE River Watershed Forum by the Coalition for the Delaware River Watershed on Sept. 29-Oct. 1, 2021. Resources and Land Use Specialist Shannon Cilento was among 20 residents of the Upper Delaware River Watershed region to participate in a 10-session online course called “Earth to Sky” as sponsored by the National Park Service, NASA, and U.S. Fish and Wildlife Service to develop action plans to address local impacts of climate change.]*

Natural and Cultural Resources:

1. Make recommendations on the annual work program for the preservation of natural, cultural, and archeological resources implemented primarily by the National Park Service, and on the conversion of a portion of the Zane Grey Museum in Lackawaxen into an Upper Delaware Visitor Center. *[The UDC received an overall Upper Delaware Scenic and Recreational River Work Plan retroactively.]*
2. Assist in the organization of an Upper Delaware land-based corridor clean-up targeted for April 2021, as deferred from 2020 by the coronavirus pandemic directives. Actively publicize beautification efforts in the river valley to promote scenic values. Promote a carry-in, carry-out litter policy. *[The 1st Annual Upper Delaware Litter Sweep from April 17-25 involved over 300 volunteers conducting 21 organized trash clean-ups in all 15 river valley towns and townships, with designated Litter Leaders, custom-designed team t-shirts supported by \$1,750 in donations from individuals and businesses, and the purchase of supplies subsidized in part from the PA Townships, Technology and Sustainability Grant. The UDC also applied for and was awarded a \$500 Sullivan Renaissance 2021 Health Community Initiatives Grant to create 12 litter clean-up kits to allow volunteers to borrow for free year-round.]*
3. Participate as a voting member on the D & H Transportation Heritage Council to promote awareness and protection of the Delaware & Hudson Canal historic remnants in the Upper Delaware River Valley. *[Quarterly meetings take place on the 4th Wednesday of January, April, July, and October, with UDC Executive Director Laurie Ramie serving as secretary and providing meeting minutes to the UDC's Water Use/Resource Management Committee to review. The National Park Service provided \$50,000 in federal funding and technical assistance to hire a contractor to update the 1968 National Historic Landmark Designation for the D&H Canal, with a Nov. 4, 2020 meeting dedicated to that subject.]*
4. Request a progress report from the National Park Service on the public implementation of the oral history program and on National Register of Historic Places designations in the Upper Delaware. *[UDC staff has contributed to the NPS Virtual History Intern project by suggesting ideas for river valley historic documentation needs and has assisted in distributing the list of oral history interviews requiring permissions of relatives for the production of transcripts.]*

Fish and Wildlife:

1. Monitor conservation releases and thermal stress relief protocols that allow managers of the Cannonsville and Pepacton Reservoirs to release waters with maximum efficiency to protect habitat and mitigate stress on the fisheries during extreme periods of high water temperatures on the upper Main Stem Delaware. *[This occurs on an ongoing basis.]*
2. Assist in the coordination and review of fish and wildlife management activities in the Upper Delaware River corridor, at the request of the states, such as the Joint Fisheries Study. *[The UDC attended the annual NPS Fishing Guides meeting on April 13 to hear issues of concern, and monitors draft regulatory changes presented by New York State Department of Environmental Conservation and the Pennsylvania Fish and Boat Commission.]*

3. Monitor any proposed changes to state and federal hunting and fishing regulations, and comment on issues applicable to the Upper Delaware River corridor. *[The UDC aims to protect the Plan's provision that "management of hunting, fishing, trapping, and the use of eel weirs will continue under existing state and federal laws."]*

Unique Land Resources:

1. Continue to monitor the Geologic Resource Mapping Inventory Project for the Upper Delaware River being conducted by the New York State Museum/Geological Society in multiple phases through National Park Service funding. *[A presentation on this subject took place at the January 7 UDC meeting and news was provided about the Ten Mile River Scouts Camp's resulting exhibit of findings from the geological study.]*
2. Work with the National Park Service on implementing the committee's recommendations to address the educational and interpretive opportunities cited for the unusual, unique, and outstanding landforms identified within the 73.4-mile segment of the Upper Delaware Scenic and Recreational River as identified in the April 1, 2012 Geologic Outstandingly Remarkable Values Report produced by the National Park Service. *[This awaits further action by NPS.]*
3. Where unique landforms are identified on state-owned land within the corridor, encourage the states to provide consistent management and interpretation of these sites. *[This would occur.]*
4. Encourage the towns and townships to adopt special provisions within relevant laws, plans or ordinances to protect identified unique landforms. *[This would occur.]*

Threatened and Endangered Species:

1. Coordinate the work of the towns, townships, the states, the U.S. Fish and Wildlife Service, Delaware River Basin Commission, and National Park Service to identify and protect endangered species and habitat within the River corridor. Members will inform the Council of their respective protection programs and efforts through their Council representatives. *[Invasive Knotweed plant management techniques, sightings of the Spotted Lanternfly insect, and the Northern Snakehead fish with the most recent of five area catches occurring on Sept. 18 in an eel weir operated by the UDC Lackawaxen Township representative, have been of particular relevance during FY 2021.]*
2. Monitor the New York State Department of Environmental Conservation's proposed changes to the Threatened and Endangered Species lists, including the removal of the bald eagle and peregrine falcon species. *[The UDC's Water Use/Resource Management Committee requested an updated list from Chief of Natural Resources Don Hamilton which was duly provided and discussed.]*

3. Attend meetings of the Catskill Regional Invasive Species Partnership, the Partnership for Regional Invasive Species Management, and other entities to promote awareness of non-native species and eradication strategies in the Upper Delaware River corridor. *[The UDC participates in all such opportunities and webinars to gather information, including this summer's Japanese Knotweed public demonstration site at Skinners Falls Access.]*

Economic Development and Tourism:

1. Serve as a member of the Scenic Wild Delaware River Geotourism Stewardship Council to help oversee ongoing nominations and improvements to the National Geographic-branded, interactive MapGuide website launched in May 2016 to promote the unique character of the Scenic Wild Delaware River region in nine NY-PA-NJ counties, and contribute to the initiative's conservation sustainability projects. *[The UDC participated in "The Successes and Challenges of the Middle and Upper Delaware River" virtual roundtable by the National Park Conservation Association's Scenic Wild Delaware River Geotourism Initiative on November 2, disseminates the SWDR online newsletter to its membership, and contributes postings to the SWDR website.]*

2. Participate in the Alliance for the Upper Delaware River Watershed, the 2021 Upper Delaware BioBlitz, the 2021 Delaware River Sojourn Steering Committee, and the Common Waters Partnership, as activity warrants, to plan Upper Delaware activities and to gather and share information on watershed issues of mutual concern. *[The Alliance of which the UDC is a member held a series of Virtual Hill Day meetings starting October 21, 2020 with representatives from the NYS Executive Branch, Senate and Assembly, and NYS DEC administrators that involved preparatory and follow-up calls to advocate for a NYS investment into the Upper Delaware River Watershed. The 2021 BioBlitz took place on a private property in Damascus Township, Wayne County, PA with teams of scientists collecting samples of life forms throughout the summer. The 16th Annual Delaware River Sojourn had "Focus on Fish" as its theme and took place August 6-13, with four days of non-contiguous paddling, programs, and camping in the Upper Delaware section from Hancock to Narrowsburg.]*

3. Encourage studies which quantify an economic value to river valley through visitation and ecosystem services. Collect and publicize relevant economic impact statistics, including the National Park Service's annual visitation spending effects reports. *[The UDC updates and disseminates the annual visitation report from the NPS socioeconomic study when the data becomes available.]*

4. Participate on the steering committee of the Local Waterfront Revitalization Program for the Upper Delaware River Corridor as part of the New York State grant-funded project covering Hancock to Port Jervis, as coordinated by Sullivan County. *[The implementation of engineered improvements to the Highland River Access as the next LWRP project were the subject of bidding that will extend into Fiscal Year 2022.]*

Pollution Control and Abatement:

1. Work with the National Park Service on the development of a comprehensive emergency response planning guide that will incorporate efforts with Central New York Railroad Corp. to update the railway-oriented 1997 “Emergency Response Guide for the Upper Delaware River Valley”, coordinate training opportunities for first responders, monitor the safe transport of hazardous cargoes, and address any maintenance needs for railroad infrastructure within the river corridor. *[The NPS has included the UDC in its Oil Spill Preparedness federally-funded plan development project that will include a component on railroad mishap response.]*
2. Monitor the clean-up plan for the Cortese landfill in the Town of Tusten. Ensure that the National Park Service and the U.S. Environmental Protection Agency monitor any resource impacts. *[The WU/RM Committee reviewed the U.S. EPA’s 5th Five-Year Report for 2016-2021 recently released which shows a dramatic decrease of groundwater contaminant levels from the Cortese Landfill that was capped in 1998.]*
3. Continue to seek an action plan from the New York State Department of Environmental Conservation to address reports of overflowing leachate and the need for additional testing at the closed Barnes landfill in the Town of Highland to monitor any resource impacts. Support efforts to find a long-term solution for the property’s maintenance in light of the depletion of the escrow account. *[With facilitation from the UDC, Sullivan County is partnering with the NYS DEC to develop a remediation plan for the Barnes Landfill with the goal of returning the property to the tax rolls for sale and reuse.]*
4. Review the status of sites that were identified in the Upper Delaware Council’s Toxics Identification and Control Campaign project from January 1995 and update the directory as needed. *[This project is pending.]*

Cooperative Agreement Task #2: Review all relevant local plans, laws, and ordinances for the purpose of recommending to the Secretary of the Interior whether such local plans, laws, and ordinances substantially conform to the Plan. There are five parts to this review process: a) The determination of substantial conformance; b) The review of ordinance amendments; c) The review of significant projects; d) The review of challenges and variances; and e) The review of enforcement programs.

Cooperative Agreement Task #3: Provide recommendations to the NPS for the purpose of making a final determination regarding whether local plans, laws, and ordinances, ordinance amendments, challenges and variances, and significant projects substantially conform to the Land and Water Use Guidelines and Plan. Recommendations will include town and township compliance, noncompliance, or compliance with modifications recommended by the UDC. Recommendations as provided for in the Plan will also be provided to the NPS regarding enforcement if the UDC finds that a substantially conforming ordinance is not being adequately enforced and is unable to effectively resolve the problem. If the UDC finds that a substantially confirming ordinance is not being adequately enforced, it shall notify the town and make appropriate recommendations for correction of the problems which have occurred. It shall also offer to provide the town such legal and technical assistance as may be required to effectively resolve the problem. No later than six months following any such notification (but not before the town has had sufficient opportunity to respond), the UDC shall make a follow-up evaluation to ascertain if the situation has been corrected.

A. Project Reviews/Substantial Conformance:

1. Conduct timely review of all relevant local plans, laws, and ordinances, ordinance amendments, challenges and variances, and significant projects for the purpose of determining whether they substantially conform to the Land and Water Use Guidelines and River Management Plan. *[The UDC approved Resolution 2021-12 on April 1 “Adopting a UDC Position on Definition of Substantial Conformance”. See #3 for a list of projects.]*
2. Issue written advisory comments on projects or regulatory changes proposed for or affecting the river corridor by the appropriate deadlines. *[See #3]*
3. Provide recommendations to the National Park Service for the purpose of making a final determination regarding whether local plans, laws, and ordinances, ordinance amendments, challenges and variances, and significant projects substantially conform to the Land and Water Use Guidelines and River Management Plan. Recommendations will include town and township compliance, noncompliance, or compliance with modifications recommended by the UDC. Recommendations will also be provided to the National Park Service regarding enforcement if the Council finds that a substantially conforming ordinance(s) is not being adequately enforced and is unable to effectively resolve the problem. *[Projects reviewed or discussed during FY 2021 included: Town of Tusten Planning Board preliminary site plan workshops for the Feagles Lake private residential development; Town of Delaware development of Callicoon Water District wells; Town of Tusten Little Lake Erie culvert replacement, Tinker & Nidge retail special use permit, Steven Miss gunsmithing home occupation, purchase of Wayne Bank property to convert into town offices, Tusten Comprehensive Plan conformance, Narrowsburg Union and Great Pine LLC special use permits, Bar Veloce rooftop construction; Narrowsburg 2nd Street artist studio development, and a brewery/restaurant on Main Street; Shohola Township Zoning Ordinance #80 conformance; Town of Lumberland adoption of a Solar Energy Law; Town of Highland Zoning Law update conformance; Lackawaxen Township potential bluestone quarry expansion; and Town of Hancock development of a solar law.]*

4. The UDC Resource Specialist will prepare a monthly Discussion Items Report of current and pending land use development projects to present to the Project Review Committee. *[This report is provided and reviewed at the 4th Tuesday meeting. On Nov. 5, 2020 the UDC approved a Land Use Complaint Policy via Resolution 2021-04 which included a form and procedure to investigate such complaints. Land Use Complaints documented during FY 2021 included a sewage odor along River Road in Barryville (Town of Highland); an ATV trail clearing and unanchored dock (Town of Tusten); construction activity at Kittatinny Canoes property (Town of Highland); St. Vincent's Pointe Access activity (Lackawaxen Township); The Coop riverbank construction (Town of Lumberland); Ascalona Campground trench digging (Town of Highland); Humphrey Road clearing (Town of Tusten); Painted Horse Path clearing (Town of Highland); riverfront campsite (Town of Hancock); Arrowhead Lane clearing (Town of Tusten); Tow Path Road patio (Lackawaxen Township); River's Edge Road excavation work (Damascus Township); and illegal damming of a tributary in Mill Rift (Westfall Township).]*
5. Continue to offer training in various formats, including the production of an instructional video to premiere on January 25, 2021, to orient users of the updated "Upper Delaware Scenic and Recreational River Project Review Workbook Version 2.0." *[Fifty individuals participated in the virtual premiere of the updated Project Review Workbook on January 25 to watch the 45-minute video produced by Quiet Light Films and have interactive discussion. The video is posted on the UDC's You Tube and Vimeo channels in various labeled segments for easy consultation at any time. Copies of the Workbook have been distributed to every town and township.]*
6. When finalized, implement the newly-developed Geographic Information System for the Upper Delaware River Corridor mapping tool into the project review process and continue to customize the data layers for optimum functionality. *[Dr. Claire Jantz, director of the Center for Land Use and Sustainability at Shippensburg University, provided a virtual training on the GIS mapping application public usage hosted by the UDC and NPS on April 12. This recording also resides on the You Tube and Vimeo platforms.]*
7. Send an annual letter to UDC municipalities requesting that a UDC project review presentation be scheduled. Visit each local municipality to explain how the procedures from the Project Review Workbook apply toward the review of local Class I and Class II projects (significant projects) in participating town/ships and the member roles and responsibilities assigned in the River Management Plan. *[These orientation meetings have regularly occurred.]*
8. Attend public meetings, request additional documentation, and make field visits when necessary to conduct reviews of projects. *[This is a regular methodology for the Resources and Land Use Specialist.]*
9. Review pertinent permit applications for state and federal permitted projects that may have an impact on the river corridor, such as natural gas activities, transmission line projects, and hydroelectric generation facilities. *[This occurs as needed.]*

10. Continue to review each issue of the Pennsylvania Bulletin, New York's Environmental Notice Bulletin, local newspapers, and other sources of information to keep abreast of projects being reviewed by state and federal agencies and local governments. *[This occurs routinely.]*
11. Monitor regulatory and enforcement activity related to the management of landfills, sewage treatment plants, and other projects that directly affect or may affect the river corridor, and take such actions as may be necessary to prevent adverse impacts. *[See the Barnes Landfill and Cortese Landfill updates.]*
12. Review, make recommendations, and take other appropriate action on projects requiring licenses or permits from the Federal Energy Regulatory Commission. *[Sponsors of the Mongaup Hydroelectric Project are finalizing a settlement agreement with FERC.]*
13. Review proposals or projects by transportation interests that may affect the corridor, including highway, railroad, and bridge issues. *[The UDC monitors all activities of the Departments of Transportation for both states and NY-PA Joint Interstate Bridge Commission for capital projects and maintenance plans within the Upper Delaware boundary.]*
14. Comment on any new major facility or infrastructure proposals in the river valley. *[The UDC reviewed a Supplement to the River Management Plan and the Land and Water Use Guidelines for Utility-Scale Solar Energy Systems Compatibility on October 27, 2020 to have standards in place to review solar projects that were not foreseen in the 1986 River Management Plan.]*

Cooperative Agreement Task #4: Make an annual review of the adequacy of each town's enforcement program within the river corridor area, by examining building permits issued, variances granted, and any patterns of ordinances, amendments or project approvals which may have a bearing on the purpose for which the Upper Delaware was designated a Scenic and Recreational River. Most importantly, the UDC will examine the pattern of actual land use changes which have occurred as compared to the Land and Water Use Guidelines and the towns' ordinances, subject to the availability of funding.

B. Enforcement Program:

1. Make an annual review of the adequacy of each town/ship's enforcement program within the river corridor area by examining building permits issued, variances granted, and any patterns of ordinances, amendments or project approvals which may have a bearing on the purpose for which the Upper Delaware was designated a Scenic and Recreational River. *[The 2020 River Corridor Code Enforcement Activities Report was released on April 29, 2021.]*
2. Submit annual enforcement report no later than 30 days after the close of the fiscal year or as deemed appropriate by the Upper Delaware Scenic and Recreational River

Superintendent. *[The date depends on receiving the final requested information from the 13 member towns and townships.]*

3. Examine the pattern of actual land use changes which have occurred as compared to the Land and Water Use Guidelines and the town/ship's ordinances. If the Council finds that a substantially conforming ordinance is not being adequately enforced, follow the procedures outlined in the River Management Plan for correction of any such problems. *[The report of activity observed that the amount of permits issued had more than doubled from the previous year.]*

Cooperative Agreement Task #5: Maintain all permanent and current records of the Plan including development approvals, letters of interpretation, meeting records, transcripts, minutes, substantial conformance and project review documentation, and other information related to Plan preparation and implementation.

1. Maintain all permanent and current records of the River Management Plan, development approvals, letters of interpretation, meeting records, transcripts, minutes and other information related to the plan preparation and implementation. *[The Secretary maintains a database of electronic and paper files stored on UDC hard drives, external storage, and the professionally-assembled records management system in the UDC attic.]*
2. Draft, distribute and post on-line minutes for all meetings of the Upper Delaware Council, its committees, and any special meetings. *[Minutes are produced after every meeting based on digital voice recordings, with copies distributed electronically and posted on the UDC website.]*
3. Adopt an Upper Delaware Council Records Policy and Procedures Manual, act on the recommendations of the Records Management Needs Assessment prepared by consultants K. Sickler-Murphy in Fiscal Year 2019, and train staff in the creation, maintenance, use, and disposition of UDC records and documents. *[The UDC approved the Records Management Needs Assessment Final Report and Policy & Procedures Manual via Resolution 2021-14 on June 3, with staff training in records search and storage then taking place.]*

Cooperative Agreement Task #6: Provide Technical Assistance Grants to UDC member municipalities, subject to the availability of funds, for the purposes described in the statement of work.

C. Technical Assistance:

1. Administer the FY 2021 Technical Assistance Grants (TAG) program open to UDC member town/ships and county governments on a competitive application basis, as discretionary funds allow, following review for the applicability of federal funds by the NPS. Convene a special meeting of the Project Review Committee to review applications and make recommendations to the full Council. Establish the schedule for the submission of applications, mid-term progress reports, and project completions. Perform substantial

conformance reviews on any zoning documents produced. *[The 2021 round of TAGs were approved via UDC Resolution 2021-01 on October 1, 2020, as follows: Town of Hancock, \$10,000 for a Joint Master Plan between the Village and Town; Town of Tusten, \$9,000 for a Phase II update of the 2007 Comprehensive Plan; Town of Delaware, \$6,000 to hire a consultant to conduct a Recreational Access Study to assess the feasibility of a walking trail and improving access for boating and fishing. Mid-term progress reports were filed by February 26 and the three projects were completed by August 20. On May 4, UDC and NPS officials met to discuss expanding the scope of projects eligible for federal funding in the next round.]*

2. Update the comprehensive directory of past Technical Assistance Grants projects on the UDC website annually and issue news releases on each project as completed. *[This was accomplished.]*
3. Offer training to county and local planning and zoning board members on the application of the River Management Plan and the Land and Water Use Guidelines to projects in the river corridor. *[The Project Review Workbook Version 2.0 and Orientation Video assists in this endeavor. Meetings have been arranged with planning officials and volunteers. An “Upper Delaware Scenic and Recreations River Corridor Acreage History Briefing Report” was produced and shared with every municipality in June to trace the origin of the 55,574.5-acre designation cited in the River Management Plan. The UDC also adopted Resolution 2021-06 on December 3, 2020 Approving the Development of a River Management Plan Addendum Procedure.]*
4. Assist member municipalities to develop or revise ordinances adequate to protect the resources of the Upper Delaware River corridor and enhance quality of life. *[Technical assistance is offered for new or amended ordinances, with encouragement to involve the UDC early in their development.]*
5. Provide information and referrals to individual property owners, local residents, and visitors through normal day-to-day contacts and using the Council’s existing publications to encourage direct participation in management efforts by voluntary actions. *[This regularly occurs.]*

Upper Delaware Council Mission Statement:

Conserve, enhance and promote the Upper Delaware River corridor’s natural and cultural resources, and social and economic vitality, by fostering cooperation among public and private partners, to implement the River Management Plan.