

Upper Delaware Council  
**OPERATIONS COMMITTEE MEETING MINUTES**  
**June 27, 2017**

Committee Present: Alan Henry, Jeff Dexter, Aaron Robinson, David Dean, Harold Roeder, Jr.,  
Larry Richardson, Jim Greier, Fred Peckham  
Committee Absent: None  
NPS Partner: Kris Heister  
Staff: Laurie Ramie, Cindy Odell, Pete Golod  
Guests: None

The UDC's Operations Committee held its monthly meeting on Tuesday, May 23, 2017 at the Council office in Narrowsburg, NY. Chairperson Greier called the meeting to order at 7:54 p.m.

**Approval of May 23 Meeting Minutes:** A motion by Peckham seconded by Roeder to approve the May 23 meeting minutes was carried. There was no public comment on the agenda.

**Executive Director's Report and Monthly Calendar:** Ramie noted that no written report was provided this month as so much of her recent time was spent revising the FY 2017 Budget, creating a budget narrative and combined FY 2017 Work Plan, filling out forms, and answering questions about what is needed to keep the organization going. She reported that we do now have a commitment from Congressman Faso who will be sending a letter of inquiry regarding the UDC's funding and following up with the Department of the Interior personally. She said she received a call earlier today from Congressman Sean Patrick Maloney's office requesting additional information. There has been no call back from Congressman Marino's office. Ramie said she has been very careful not to lobby, but to simply inform and educate about our situation. She said there is no timetable for when we may be able to access the balance of our federal funds and reported on the projection for the UDC to keep our doors open for three more months without that money. Ramie spoke of the closure plan devised back in 2013 during the federal sequester which included a shared work plan as an alternate to full unemployment for staff. She stated that the front page article in the June 22<sup>nd</sup> edition of *The River Reporter* served to raise a lot of awareness of our situation. Ramie said that the Northeast Region financial division of the Park Service has advised us that they are prepared to honor their commitment that they made originally and stand ready to release the \$127,890 owed on the Cooperative Agreement, but that is contingent on the Department of Interior review and sign-off of the FY 2017 existing Cooperative Agreement. There had been jeopardy that some current expenditures would be disallowed. Henry suggested looking for outside funding sources for help in funding programs like the Technical Assistance Grants. Greier commented that if the two states would honor their commitment of providing \$100,000 each annually to the UDC as stated in the River Management Plan, we wouldn't be in the position that we're in. Henry proposed that Ramie make daily calls or send letters to those who may be able to assist or respond, from the director of the National Park Service to elected officials to foundations with influence in the river valley. Ramie recommended that we broaden our scope and get other voices speaking on the UDC's behalf, noting that she has felt very burdened by this exhausting and tedious process of multiple revisions, justifications for every cent spent, and anxiety over our future. She feels that having people advocating for us would be more effective and powerful. After much discussion, a motion to send a sample letter outlining the situation to participating towns and townships emphasizing the urgency with our federal funds anticipated to run out in September was made by Peckham, seconded by Henry and carried.

Ramie referred to a June 6 letter from Congressman Faso to U.S. Secretary of the Interior Ryan Zinke inviting him to visit the Upper Delaware. One reason would be to see some stream restoration projects that should serve as models for future Delaware River Basin Restoration Program initiatives. A potential itinerary is being developed and the Council has been asked for ideas to contribute to the itinerary, she added. Henry noted the letter refers to funding of the Delaware River Basin Restoration Program, but no mention of funding for the Upper Delaware Council.

Ramie referred to the July calendar of UDC Meetings, Activities and Deadlines She noted that the FY 2017 3<sup>rd</sup> Quarter Progress Report is due to the NPS after June 30<sup>th</sup>. She stated that the Renewable Energies Subcommittee will meet at 6 p.m. on July 6<sup>th</sup> in advance of the full Council meeting at which a

presentation on New York State Trout Fishing Regulations will be given by New York State Department of Environmental Conservation Region 4 Fisheries Manager Chris VanMaaren. Ramie reported that staff will be present at the UDC information booth at the Zane Grey Festival on July 15<sup>th</sup> and the Narrowsburg Riverfest on July 23<sup>rd</sup>.

### **New Business**

**FY 2017 Projected Expenses Analysis:** Ramie reported that she and bookkeeper Mike Poska met to determine the projected expenses through the end of the fiscal year. This handout was shared with the committee. Under the current rate of spending, the UDC will have enough money for operations through September 30<sup>th</sup>, but not beyond. She noted that some of the figures are subject to change. A lengthy discussion about the unrestricted funds took place. Ramie stated that we have been operating under a reimbursement basis. She explained that when she makes the monthly drawdowns, it is for money that has already been committed and spent.

**Draft Resolution 2017-04: Adopting a Revised FY 2017 Budget & Work Plan:** A motion to forward Draft Resolution 2017-04 to the full Council for approval was made by Henry, seconded by Roeder and carried. Ramie thanked Heister for her assistance in preparing the documents to meet various new requirements of the National Park Service for content and formatting. She added she couldn't have done it without her.

**Review of MVP Insurance Plans:** Ramie reported that staff's current policy is in effect until December. She noted we will have to have a plan and number in place for the FY 2018 budget. Heister said that work on the FY 2018 budget needs to start as soon as possible. Henry stated that the Personnel Subcommittee decided to continue to cover the premiums of the current health insurance plan in lieu of staff raises for FY 2018. He would like to continue to explore less expensive health insurance options. A brief discussion about Health Savings Accounts took place. A handout of MVP plans was provided in members' packets for their review. Robinson questioned if staff is happy with the current plan. Ramie and Odell said they are.

**TAG 2017-07: Town of Deerpark Request for Payment, \$2,757.00:** A motion to approve payment for TAG 2017-07, Town of Deerpark, in the amount of \$2,757.00 and de-obligate the \$243.00 balance of the award was made by Peckham, seconded by Henry and carried.

**River Clean-up Grant Request for Payment, \$1,250.00, Town of Deerpark:** A motion to approve the payment was made by Peckham and seconded by Henry. Dean, also the Town of Deerpark Deputy Supervisor, offered for the Council to hold the payment of \$1,250.00 because of the current financial situation. Ramie and Greier thanked him for his gracious offer.

**Visitor Information Map & Guide Brochure Update Quotes:** Ramie referred to the UDC Brochure Printing Quotes Report provided in members' packets. She said that quotes were received from four businesses. She noted that the UDC originally had budgeted \$4,000.00 for this project in FY 2017, but had to reduce that to \$1,350.00 in our June revisions. An additional print order is anticipated in FY 2018, Ramie added. The proposals were reviewed. A motion to accept the bid of Spencer Printing and Graphics of Honesdale, PA for 10,000 copies plus design/layout services charge was made by Henry, seconded by Robinson and carried. Ramie asked members to look at the current brochure and advise staff of any content changes that they see.

**Summary of Pending Bills 6-27-17/Financial Statements:** The committee was provided with the abstract of bills dated June 27 to review. A motion by Henry, seconded by Peckham to pay the bills listed on the abstract was carried unanimously. Financial Statements as of June 30, 2017 were provided for individual review.

**Other:** A brief discussion about the upcoming Renewable Energies Subcommittee meeting took place.

**Old Business:** None

**Public Comment:** None

**Adjournment:** A motion by Roeder, seconded by Richardson to adjourn the meeting at 9:35 p.m. was carried unanimously.

*Minutes submitted by Cindy Odell, 6/29/17*