

**Upper Delaware Council**  
**OPERATIONS COMMITTEE MEETING MINUTES**  
**April 26, 2022**

Committee Members Present: Andy Boyar, Jeff Dexter, Larry Richardson, Fred Peckham (Zoom), Jim Greier, Harold Roeder, Al Henry, Ginny Dudko, Aaron Robinson.

Committee Members Absent:

Staff: Laurie Ramie, Kerry Engelhardt, Ashley Hall-Bagdonas

NPS Partner: Cody Hendrix- Community & Land Use Planner

Guests: Bill Dudko- Town of Deepark Alternate, Sue Sullivan- Town of Tusten Representative, Liam Mayo- The River Reporter

The UDC's Operations Committee held its monthly meeting at the UDC office in Narrowsburg on Tuesday, April 26, 2022. Chairperson Boyar called the meeting to order at 7:37 p.m.

**Approval of the March 22, 2022 Meeting Minutes (:22):** A motion by Dudko seconded by Greier to approve the March 22, 2022 meeting minutes carried.

**Executive Director's Report and Monthly Calendar (:43):** Ramie offered a summary of her written report.

***Financial Status:***

***FY 2022 Federal Funding:*** Ramie prepared the UDC's federal funding budget package and attachments for the 3<sup>rd</sup> and 4<sup>th</sup> quarters on 4/5 submitted to NPS and through the GrantSolutions program, and received notification approving the \$150,000 award on 4/15. She withdrew \$23,870.44 from ASAP on 4/25 to cover the April abstract of bills, leaving a balance of \$147,139.15 (due to \$21,010.09 that remained from the 2<sup>nd</sup> Quarter allocation). Operations are now funded through 9/30.

***State and Federal Funding:*** Draft resolutions were sent with customized census figures as prepared by Boyar and Ramie electronically and by postal mail on 3/24 to the 13 member towns and townships seeking support for permanent state funding of the UDC, enclosing copies of the respective state funding fact sheets and the Delaware Currents "Cusp of financial atrophy" article. Ramie provided additional information to Senator Martucci's Chief of Staff Matt Nelligan on 4/22 upon request. She will prepare updated lists of accomplishments and unfunded projects to assist with appeals and advocacy efforts.

***Administration:***

***Administrative and Board Updates:*** Ramie was invited on 4/21 to provide a half-hour UDC orientation program during NPS Seasonal Staff training opening day on 5/9 at headquarters. Harold Roeder, Jr. accepted the Town of Delaware UDC Representative appointment on 3/10, stepping up from his temporary alternate role. The Lumberland Town Board will vote on a resolution to appoint a UDC alternate to fill that long vacancy on 5/11. Personnel Subcommittee members were tasked on 2/23 with completing a Staff Performance Appraisal for Ramie and returning their rankings to Henry. Henry reported that evaluation was completed. Engelhardt requested to meet with Ramie on 4/5 for a performance check-in prior to her 6-month probationary period end coming on 5/22, after which a Personnel subcommittee meeting will be called.

***Public Relations:***

***"The Upper Delaware":*** We received delivery of the Spring 2022 issue on 3/31 (ahead of the 4/4 deadline). Ramie sent links to featured subjects, publicized its availability, updated the Index of Articles and archives, and Engelhardt posted it online. UDC received a \$50 donation from Davis R. Chant Real Estate for the newsletter; acknowledged with an appreciation letter on 4/19. Ramie will continue exploring alternative distribution options to save money. The Summer issue is due by 7/18 for release on 8/1 as per UDC's contract with Courier Printing.

**News Releases:** Five news releases were issued: “The Upper Delaware Spring 2022 Newsletter Out”, 4/1; “36 Sponsors Support Litter Sweep: Clean-ups to Begin on April 22”, 4/8; “Sponsors Support Litter Sweep: Clean-ups to Begin on April 22” (updated version), 4/13; “Reserve by July 29 for Upper Delaware Council’s Family Raft Trip on August 7”, 4/18; and “UDC Will Present *The Founding Fish: American Shad on the Delaware River* May 5”, 4/22. Ramie provided comments as requested for an article on the Delaware River PA Water Quality Report to Christopher Mele of *Delaware Currents* on 3/25 and to Annemarie Schuetz of the *River Reporter* on 4/14 for her 2021 Upper Delaware Weather Trends climate article. Ramie requested a correction in the *Hancock Herald* on 4/14 for their 4/13 article, “Reservoir Shutdown Impacts Discussed.” She approved a \$25 UDC business card ad for the *River Reporter*’s special FISH section featuring articles by Andy Boyar and Evan Padua. Ongoing publicity occurs through Facebook, Instagram, LinkedIn, YouTube and Vimeo outlets. UDC also posts all NPS UPDE news releases at upperdelawarecouncil.org.

**34<sup>th</sup> Annual Family Raft Trip:** Hall-Bagdonas made arrangements with Lander’s River Trips for the 8/7 raft trip from Skinners Falls to Narrowsburg, with 9-10 a.m. parking and check-in at the Narrowsburg Campground and a morning shuttle. Cost: \$29 adults, \$19 children 5-12. Reservations are due by 7/29.

**34<sup>th</sup> Annual Awards Ceremony:** Ramie booked Central House Family Resort as the venue for 9/18 on 2/23. She developed a project timeline of activities and included that in the meeting packet.

Non-UDC meetings or events as well as the latest documents are listed on the Executive Director’s Report that is included in the meeting packet, along with the monthly calendar.

### **New Business**

**2022 Upper Delaware Litter Sweep Report (13:56):** Hall-Bagdonas provided a calendar of Litter Sweep events from April 22<sup>nd</sup> through April 30<sup>th</sup>. Hall-Bagdonas shared about the 4/23 Dette Flies, Red Rose Motel and UDC event in Livingston Manor. She met Bruce from Theodore Gordon Flyfishers and they are interested in meeting new partners. All groups discussed issues of illegal dumping and helping a community if people can’t afford to travel and dump an appliance at a location for ~\$10. It was a fruitful discussion. Litter Leaders in attendance talked about events that had already taken place and the amount of litter their groups picked up. Staff and Litter Leaders will oversee additional clean-ups for the 2<sup>nd</sup> Annual Upper Delaware Litter Sweep, purchase more supplies as needed, and publicize the outcome of the event. Hall-Bagdonas said she would be checking with member Town/ships to see if they have Town-wide cleanup days set aside and will promote them on UDC outlets.

**2022 River and Shoreline Clean-up Grant Applications (38:15):** Ramie provided a handout on the 2022 UDC River Clean-up Grant Applications. The Town of Deerpark submitted an application on 4/1. Town Highway Department employees will pick up debris along 2.9 miles of NYS Route 97 to the Deerpark/Lumberland line for three clean-ups: after Memorial Day, after Independence Day, and after Labor Day. Costs are broken down per occasion for labor, dump truck use, trash bags, trash pickers, and dumping fees. The grant request is for \$3,331.13. The Town of Lumberland submitted an application on 4/18. Trash will be collected along the shores within the Town of Lumberland from Camp Tel-Yehudah to the Mongaup River Access at the Town of Deerpark border every other week during the summer starting May 15 through the end of September. The town board plans to award a contract at its May 5<sup>th</sup> meeting. A Motion by Henry seconded by Robinson to recommend 2022 River & Shoreline Clean-up Grants via a draft resolution to be presented at the 5/5 meeting carried.

**Pike County Dispatch article: “UDC Member Shohola Pans National Park Idea” (38:18):** Boyar said the Pike County Dispatch article was included in the meeting packet. It was a good article with a misleading header. Ramie said she brought this to the committee’s attention because the UDC has not taken any position on the Delaware Water Gap National Recreation Area being a national park. Robinson said he was at the meeting and could not tie Shohola Township Supervisor Keith Raser’s comments to the UDC. No action was considered necessary.

**Summary of Pending Bills 4/25/2022 (44:15):** A Motion by Henry seconded by Robinson to approve bills carried.

**Financial Statement 4/30/2022 (44:30):** Boyar said the financial statement is offered for individual review.

**Other (44:39):** A Motion by Richardson seconded by Greier to approve the cost of printing Town/ship River Corridor maps and the purchase of frames as discussed at the earlier Project Review committee meeting carried.

**Old Business**

**Resolutions to Support UDC State Funding (45:23):** Ramie will ask the five towns and townships that haven't provided copies of a resolution supporting permanent state funding of the UDC for the status of that request after identifying the approved resolution copies we have received to date.

**PA DCED Grant Audit Finalized (48:00):** Ramie contacted PA DCED to inquire about close-out instructions on 3/31 and communicated the requirements to Diana Davis on 4/1. She provided a box of materials associated with administration of this grant program to Eckersley and Davis for audit usage. She received a draft report on 4/22 and returned questions and comments. Ramie received the final report electronically on 4/25. When the final report is received by Fed Ex this week, the audit will be submitted to PA DCED. Ramie will prepare two interest remittance checks, one for the amount accrued by the 12/31 contract termination date and a second for additional interest since then. Ramie will close out the dedicated Jeff Bank account; notify the grant sponsors of the outcome and issue a final press release describing the accomplishments.

**Newsletter Distribution Research (53:00):** Ramie provided members with a handout on newsletter distribution comments to review. UDC will proceed with doing a Summer 2021 issue of "**The Upper Delaware**" under the FY 2022 contract with Courier Printing, due by 7/18 for release on 8/1. Staff will continue researching other formatting and distribution options, and revisit the topic.

**UDC Social Media Update (54:40):** Hall-Bagdonas said the focus this month has been on the Upper Delaware Litter Sweep and we have had a lot of engagement! We will continue to share photos from the Litter Sweeps and promote educational events. People also enjoy the throwback/flashback pictures of member town/ships.

Boyar mentioned UDC having an identity crisis and needing to work on that. He will work with Ramie to draft a paragraph we can include on all outreach materials.

**Other (74:21):** Henry said Warren County Board of Commissioners reversed its decision to support a national park designation for the Delaware Water Gap.

**Public Comment:** None.

**Adjournment:** A motion by Robinson seconded by Dudko to adjourn the meeting at 8:52 p.m. carried.