

Upper Delaware Council
OPERATIONS COMMITTEE MEETING MINUTES
June 25, 2019

Committee Members Present: Harold Roeder Jr., Aaron Robinson, Larry Richardson, Jim Greier, David Dean, Fred Peckham, Al Henry, Jeff Dexter
Committee Members Absent: None
Staff : Laurie Ramie, Pete Golod, Ashley Hall-Bagdonas
NPS Partner: Marilou Ehrler
Guests: Roger Saumure (Shohola alternate)

The UDC's Operations Committee held its regularly scheduled monthly meeting on Tuesday, June 25, 2019 at the Council office in Narrowsburg, NY. Chairperson Roeder called the meeting to order at 8:38 p.m.

Approval of May 28th Meeting Minutes: A motion by Richardson seconded by Greier to approve the May 28th meeting minutes was carried. There was no public comment on the agenda.

Executive Director's Report and Monthly Calendar:

Financial Status:

FY 2019 Federal Funding: Ramie said the UDC received access to \$244,109.00 on 5/28 representing the balance of FY2019 funding due through 9/30. A 6/24 transfer request of \$15,261.94 to cover June's bills to-date leaves a balance of \$119,891.80. The UDC's FY 2019 3rd Quarter (April-May-June) SF-425 financial and progress report is due to NPS by 7/30.

Bank Balance: The UDC had \$149,441.42 in its Jeff Bank accounts as of 6/24, minus \$5,305 encumbered for the Project Review Guide design work.

State Funding: PA- On 6/19, PA Representative Jonathan Fritz responded to the UDC's 6/18 inquiry about his introduction of a \$100,000 operational funding contribution for the UDC into the Commonwealth's Fiscal Year 2019-20 Budget as follows: "The House version of the budget has the \$100k in it. I am cautiously optimistic that it will survive the final vetting and paring process that involves the Senate and Administration." The PA budget year begins on 7/1. NY- A letter was sent to NYS Assemblywoman Aileen Gunther with copies to Senator Jen Metzger and Assemblyman Clifford Crouch on 6/17 asking questions about the outcome of her unsuccessful submission of a \$100,000 appropriation request into the New York State budget in order to inform future approaches. Ramie said now we have a year to regroup on the New York side to figure out the right path to take. She has yet to hear back from Assemblywoman Gunther.

Administration:

Building/Equipment: Artie Horsham from Cellex Building Services of Port Jervis is scheduled to recondition the UDC office tile floors starting at 5 p.m. on Friday, 6/28, and will complete the job by 6/30. The approved price quote was \$591.30.

Health Insurance: MVP Health Care has proposed a premium rate increase for 2020 of 5.38%, per a notification letter received by the UDC on 6/5. The NYS Department of Financial Services may approve, modify, or deny the requested rate change. The UDC's group medical plan renewal date is 12/1/19.

Publicity: UDC issued three news releases: "Major Rehabilitations in the Works for Several Upper Delaware Bridges", 6/3 with photo; "Upper Delaware River Corridor Cleanup Contacts Requested", 6/11; and "UDC Offers Upper Delaware T-shirts and Free Brochures", 6/14 with photo. UDC requested a correction to an article by Dave Hulse in the 6/20 issue of *The River Reporter*.

"The Upper Delaware": Summer 2019 issue is due to the printer on 7/17 for publication on 8/5.

Festivals: UDC will be staffing informational exhibit booths at the NPS Zane Grey Festival on 7/13 and Narrowsburg RiverFest on 7/28.

8/4 Raft Trip: The 31st Annual UDC Family Raft Trip (Ten Mile River to Barryville) was added to the Upper Delaware Scenic Byway website's event listings on 6/10 and the registration flyer remains posted at upperdelawarecouncil.org in the Message Alert. Hall-Bagdonas added past year images to the UDC Photo Gallery. Ramie will issue additional publicity. The Raft trip is 8/4 and Hall-Bagdonas will take reservations at \$29 for adults and \$19 for ages 5-12 by the 7/26 deadline, provide the count to Kittatinny Canoes, and handle event logistics.

River Corridor Cleanup: UDC is targeting the land-based cleanup for 2020 and a roundtable meeting is tentatively set for 7/30 with identical sessions at 3-4:30 and 6-7:30 at the UDC office. Ramie is waiting to confirm that date with Andy Boyar and a few key people so they can begin to brainstorm at this roundtable meeting.

2019 Technical Assistance Grants: UDC prepared 2nd drafts of the TAG Contract Criteria, Standard Contract Rider, and application form following the 5/28 Project Review Committee meeting, and a 2nd draft letter to the NPS requesting expansion of the project scope for FY 2020 which was approved on 6/6. **2019:** Four approved FY 2019 grants due for completion by 8/30 are: Shohola Township, \$5,000, ordinance update; Town of Tusten, \$5,000, municipal software; Town of Lumberland, \$787, Guide to Permits brochure; and Berlin Township, \$600, township informational brochure. As each FY 19 TAG is completed and the payment request is approved UDC will publicize each project. UDC will open up the FY 20 round for applications now that the NPS response has been received.

River Clean-up Grants: UDC has extended that deadline to 9/16 particularly to accommodate the Town of Deerpark to do a later summer sweep of the Hawks Nest. UDC will await payment requests under the River and Shoreline Clean-up Grants from the Towns of Deerpark (\$3,303.78), Lumberland (\$1,100); and Tusten (\$900).

UDC T-shirt Sales: Hall-Bagdonas placed an order with Platform Industries of Honesdale on 6/24 for 40 UDC benefit t-shirts to replenish the supply and size distribution in the inventory. The river's name is being added to the graphic map on the back. They will be sold for a \$15 donation at upcoming events, through the website, and publicity.

Referring to the July calendar Ramie said it's full. There will be a live rattlesnake demonstration by Randy Stechert at the 7/11 UDC meeting.

New Business

NYS Workers' Compensation Insurance Exemption for UDC Officers: Ramie said UDC has two forms of insurance; Directors and Officers Policy and a Liability Policy. In terms of Workers Comp Insurance UDC does have that to cover staff. UDC needs to opt out to not have the Officers of UDC covered under that which would come at a cost. Ramie said a vote must be recorded in the minutes if UDC chooses to exempt the UDC Officers from Workers Comp Coverage which Ramie suggests we do. A Motion by Robinson seconded by Richardson to exempt UDC Officers from Workers Comp Insurance carried.

Summary of Pending Bills 6-28-19: A motion by Henry, seconded by Greier to approve the bills was carried.

Financial Statement 6-30-19: Roeder said the financial statement is offered for individual review.

Other: None.

Public Comment: None.

Adjournment: A motion Peckham seconded by Greier to adjourn the meeting at 8:52 p.m. was carried.