

Upper Delaware Council
OPERATIONS COMMITTEE MEETING MINUTES
May 28, 2024

Committee Members Present: Aaron Robinson, Harold Roeder, Al Henry, Fred Peckham (Zoom),
Larry Richardson, Jeff Dexter, Christine Martin (Zoom), Bill
Dudko
Committee Members Absent: Ginny Dudko
Staff: Laurie Ramie, Kerry Engelhardt, Stephanie Driscoll
NPS Partner: Lindsey Kurnath, Carly Marshall
Guests: None

The UDC's Operations Committee held its monthly meeting on Tuesday, May 28, 2024. Vice-chairperson Robinson called the meeting to order at 7:03 pm.

Approval of the April 23, 2024 Meeting Minutes: A motion by Henry seconded by Richardson to approve the 4/23 meeting minutes carried.

Executive Director's Monthly Report: Ramie announced that former UDC Secretary Cindy Odell's father, Ed Kraus, passed away under hospice care this morning at age 85. She will update members about the funeral arrangements. Our thoughts are with their family.

On May 17th Ramie submitted the SF-424 application to NPS via Grant Solutions for the request of \$75,000 for Fiscal Year 2025 1st Quarter (10/1-12/31). NPS Administrative Officer Tara Harbert acknowledged receipt of the application on 5/21, said that a Financial Assistance Officer had been assigned to review it, and that she has prepared the UPDE purchase request to submit into the Financial and Business Management System within the next week or two when the review should be complete. That will be Modification #8 to the Cooperative Agreement; our last modification until this agreement expires and will need to be renegotiated.

She withdrew the May abstract of bills this morning (5/28) of \$26,284 that includes the final payment of \$4,575 to Adams Outdoor Advertising to complete the UDC's portion of the joint Water Safety project with NPS for which the UDC received \$5,000 in task-specific funding. The tuition of \$3,051 for Engelhardt's enrollment in the third GIS course through Penn State World Campus was paid by the 5/22 deadline. This 10-week course started on 5/15 and runs until 7/24.

We spoke with IT Specialist Chris Marshall with Marshall Consulting about whether it would be worth repairing or replacing Driscoll's damaged laptop. After considering the options we opted to purchase a new unit with a higher storage capacity. Marshall provided specifications for a Lenovo laptop for \$950. Driscoll and Engelhardt searched for laptops with similar specs through Tech Soup (an office equipment company discounted for non-profit organizations) and was able to find a comparable unit with more storage capacity for a tax-exempt cost of \$639.99, a \$310 savings. The laptop was ordered on 5/22 and delivered on 5/24. It will be dropped off to Marshall Consulting this week to get set up and have data transferred for a fee of \$179.

Ramie was asked by the Delaware River Basin Commission (DRBC) to deliver opening remarks at their quarterly business meeting on 6/5 at 10:30 am at the Tusten Theatre. Beth Brown from the DRBC suggested 5-7 minutes on the relationship between the DRBC and the UDC. This is a public meeting, with an open comment session. There will be a film presentation of the Delaware River video done in conjunction with DRBC and Meg McGuire with Delaware Currents at 1:30pm for which Engelhardt will serve on the discussion panel.

There were four news releases issued in the month of May on the subjects of the Litter Sweep, the River and Shoreline Clean-up Grants, the Big Eddy Narrows Map, and a preview of the June 6th presentation at the full council

meeting of a “Decade of Delaware River Water Audits” by the DRBC. Our social media has been busy, posting UDC and other like organizations events and information. Just today she posted to Facebook our Lackawaxen and Shohola representatives presenting their river corridor maps to their township supervisors.

Ramie attended the Sullivan Catskills Visitors Association Annual Brochure Swap in their office parking lot in Liberty on 5/20 to distribute UDC Visitor Information Map & Guides and other literature. The UDC will also be at the 7/13 18th Annual Zane Grey Festival and the 34th Annual Narrowsburg Riverfest on 7/28.

On 5/6 Ramie sent out a survey to UDC voting members with descriptions of potential candidates to deliver the keynote address at the 36th Annual River Valley Awards on 9/22 at Central House Family Resort in Beach Lake. After receiving votes, an invitation was extended to PA Director of Outdoor Recreation Nathan Reigner on 5/21. He responded on 5/28 that he would like to deliver the keynote address but may have a conflict on that date. If we could wait until about mid-summer, he would be able to give a definite answer. Everyone agreed to wait until we hear from Reigner and take it from there.

Ramie thanked NPS and Ingrid Peterec for inviting the UDC to their seasonal staff orientation on 5/6 at headquarters in Beach Lake. She explained the UDC and handed out information and brochures.

Ramie attended several tributes to former Town of Fremont UDC representative Dennis Bernitt this weekend for Memorial Day. The Equinunk Historical Society set up a new exhibit after receiving a donation of Bernitt’s Civil War re-enactment memorabilia. Bernitt had served approximately 45 years on the Parade Planning Committee for the Town of Fremont and on Memorial Day they performed a heartfelt flag folding ceremony dedicated to Bernitt after the parade. Town of Fremont UDC alternate Jim Greier was the Grand Marshal of the parade. Roeder noted that the Town of Fremont Memorial Day Parade is the 2nd oldest such parade in New York State at 140 years.

New Business

Draft Resolution 2024-06: Amending the UDC Bylaws: This will be voted on at the full council meeting. Ramie wanted to provide a copy to this committee to endorse it for the 6/6 meeting. This amendment reflects the changes that were made to add Rules for Mandatory Policies. The memo went out on 4/30 and will exceed the 30-day notification period by the 6/6 full council meeting. A motion by Henry, seconded by B. Dudko to approve Resolution 2024-06: Amending the UDC Bylaws to forward to the UDC, carried. Ramie said we will hand out the Bylaws that show the new wording again.

Affirm Accounting Services E-vote with Poska Enterprises, Inc. for 5/7 Proposal: Ramie conducted an e-vote on 5/7 for two questions: 1) to continue with the accounting services provided by our current bookkeeper Mike Poska after his retirement from Beck, Gogolski & Co. Inc. and 2) to purchase the online version of QuickBooks at the discounted price of \$80 per year through Tech Soup (normally \$90 per month). The purchase of QuickBooks online was done after the e-vote approval. Ramie would like to record in the minutes that the Operations Committee approves continuing with the services of Poska Enterprises Inc. at the same rate. A motion by Henry, seconded by Roeder to continue receiving services from Poska Enterprises, Inc. carried.

Pike/Wayne Conservation Partnership 7/26 Legislative Breakfast Fee and Poster: Ramie said at the last Operations Committee meeting we agreed that the UDC would participate at the breakfast after receiving the save-the-date notice. Since then, the fee and poster request was received. The breakfast will be held at the Lake Wallenpaupack Environmental Center in Tafton, PA. The poster template was sent and will need to be returned by 7/8. The fee is \$20 per individual, \$55 for one person and the poster, or \$65 for two people and the poster. Robinson said last year he went with Ramie as the UDC Chairperson. Ramie said yes, but since this is a Pennsylvania legislative breakfast, perhaps someone from a PA township should go with her. B. Dudko added that he and G. Dudko will be away on 7/26. A motion by Henry to pay the \$65 fee for two people to attend with the poster, seconded by Richardson, carried. The person to attend with Ramie will be decided at a later date.

Summary of Pending Bills 5/28/2024: Motion by Henry seconded by Roeder to approve the bills and pay them in the normal fashion carried.

Financial Statement 5/31/2024: The statement was included for review in the packet.

Other: None.

Old Business

State and Federal Funding Updates: Ramie reported there is a new Pennsylvania Representative after Joe Adams stepped down from his one term. After a special election on 4/23 the new PA Representative of the 139th District is Jeff Olsommer with a swearing-in ceremony held on 5/21. The 139th District includes Lackawaxen, Shohola, and Westfall townships in the river corridor. After her email with the UDC's letter on the Skinners Falls-Milanville Bridge bounced back from Adams, it prompted her to send a welcome email to Olsommer, explaining the UDC and its funding crisis. Olsommer was a Sterling Townships Supervisor, chaired the Board of Supervisors, is a life-long Wayne County resident, owns an insurance company, is on the Wayne County Republican Committee for several years, and serves on the Wayne Memorial Health Foundation, among other organizations.

2024 Upper Delaware Litter Sweep Financial Accounting: Ramie reported we received the \$1,000 grant from the Pocono Mountains Visitors Bureau. We are still waiting to receive the \$3,000 from the Sullivan County Legislative Discretionary Funds that Driscoll submitted paperwork for on 4/30. Once that funding comes in, we will end this year with \$3,826.43, which will be our starting point for next year.

We have a supply of 2021, 2022, and 2023 Litter Sweep t-shirts left over. Rather than have them sit in the office, staff discussed putting them on sale for a discounted rate. Richardson said we should cover the cost. Driscoll suggested selling them at \$5 per shirt. Richardson thinks selling them for \$5 wouldn't be sufficient. Engelhardt said they aren't doing anything just sitting in our office either. Robinson said whatever we get is better than nothing. Driscoll said each shirt typically cost the UDC around \$6.50 and it's better to have an even number, like \$5. Martin asked if there was a place that we could donate the t-shirts? She suggested New Hope Manor in Barryville. A motion by Henry, seconded by Robinson to offer previous year's Litter Sweep t-shirts for a \$5 donation per shirt carried, with Richardson opposed.

Big Eddy Narrows Map by Lisa Glover: Publicity and Donations: Ramie held up the poster of "The Big Eddy", the Delaware River's narrowest and deepest section, that Lisa Glover from Honesdale had designed and donated 50 printed copies of to the UDC as a fundraiser. The first publicity the poster received was in the spring issue of *The Upper Delaware* newsletter, after which Ramie issued a press release that was picked up by the local newspapers and was shared widely on social media. *Delaware Currents* reached out to her about doing their own interview with the artist Lisa Glover, so she put them in touch with Glover directly. We have now sold 9 of the maps at \$20 via cash, check, and PayPal for a total of \$190.25. We also have the digital file of the map if we need to print more copies. We appreciate Glover's generosity for donating the 50 copies of the map and the digital file. Driscoll added that we have sold 11 maps, after Henry's purchase of two tonight. Henry suggested selling the map at the Narrowsburg Union's Welcome Center. Everyone agreed that is a good idea. Driscoll will reach out to the Union about it. Ramie said when she was in Equinunk this weekend, she stopped at the Equinunk General Store and saw the UDC t-shirts (being sold for \$15 each) are still available there as our PA outlet.

Other: None.

There was no Public Comment.

Adjournment: A motion by B. Dudko seconded by Roeder to adjourn the meeting at 7:49 p.m. carried.