

Upper Delaware Council
OPERATIONS COMMITTEE MEETING MINUTES
August 26, 2014

Committee Present: Andy Boyar, Harold Roeder, Jr., Larry Richardson, David Dean, George Fluhr,
Fred Peckham, Jeffrey Dexter, Nadia Rajsz
Committee Absent: None
NPS Partner: Carla Hahn
Staff: Laurie Ramie, Travis O'Dell, Cindy Odell
Guests: Debra Conway

The UDC's Operations Committee held its monthly meeting on Tuesday, August 26, 2014 at the Council office in Narrowsburg, NY. Chairperson Boyar called the meeting to order at 7:15 p.m.

Approval of July 22 Meeting Minutes: A motion by Richardson, seconded by Roeder to approve the July 22 meeting minutes was carried with Rajsz abstaining. There was no public comment on the agenda.

Executive Director's Report: Ramie referred to her written report provided in members' packets noting there are a couple of action items to be addressed. Regarding funding, Ramie reported on the balance in the Automated Standard Application for Payments (ASAP) account, noting it will have to be drawn down by September 22nd as she has been advised that the accounts will be suspended from September 24 at 7 p.m. EST through September 30th to close out FY 2014. She provided the UDC's bank account balance.

Ramie reported that the Upper Delaware Scenic Byway, Inc. issued a \$1,000 donation to the UDC on August 25th for support services.

Ramie noted that the Equinunk Watershed Alliance has opted to continue the 5K run/walk initiated by the UDC last year in recognition of its 25th anniversary. The event, "Upper Delaware River Strides II 5K Run/Walk" will be held on September 20th in Equinunk, PA. Ramie said they are seeking sponsors and asked members if they would be interested in making a donation. Ramie proposed a \$100 donation to be supportive of this effort. A motion to make a \$100 donation was made by Dean, seconded by Dexter and carried with Peckham recusing himself, noting that he is on the Equinunk Watershed Alliance Board of Directors.

Ramie reported that since receiving approval of their proposal at the August 7th full Council meeting, Environmental Planning & Design (EP&D) has been reviewing documents supplied by the UDC, and arranging stakeholder interviews in person or by phone on August 27 and 28 at the UDC office to solicit input into how the River Management Plan has held up since 1986 and what areas may need updating. The consultant will complete a report of findings and recommendations by September 30th and present it at the October 2nd UDC meeting. Dean asked if the most recent Five-Year Plan has been given to the consultants. Ramie told him it has. Ramie questioned if a policy should be set to reimburse board members for their mileage to attend the stakeholder meeting. A motion to reimburse mileage for members who attend a stakeholder meeting was made by Rajsz, seconded by Peckham and carried.

Ramie said a meeting with Congressman Gibson took place on August 13th. A copy of the thank you letter listing the topics discussed and sent to the Congressman was provided in members' packets. The meeting was attended by Ramie, NPS Superintendent Kris Heister, Andy Boyar, Larry Richardson, Jeff Dexter, and Nadia Rajsz. A handout on Gibson's update on the Watershed Advisory Group will be provided at the September 4th full Council meeting and research on his suggestions for funding opportunities through the Farm Bill will be initiated. Rajsz said she thinks the meeting went well. She feels Gibson is a great advocate and supporter of this area. Richardson echoed Rajsz's sentiments and said he feels the Congressman is someone we can work with. Boyar felt Gibson was consistent in expressing his willingness to be an advocate for issues the UDC deems important to us.

Ramie provided an update on the status of contracted work for FY 2014, listing previously approved work which must be completed by September 30. She noted that Ron Coldon's Signs and Designs of Yulan donated the majority of his professional services to fabricate and install on August 8th the vinyl logo decal for the front door based on the appreciation for the UDC's mission. Richardson asked that the attic window in the front of the building be checked as it did not look normal to him.

Ramie shared the schedule for upcoming conferences and training and the fees involved for each. They are: 9/3 – “Enjoy the View” Planning Seminar hosted by Sullivan Renaissance (no cost); 9/12 – Upper Delaware River Tailwaters Coalition Conference, at West Branch Angler Resort (\$15 per person); 9/16 & 17 – NPS Upper Delaware Scenic and Recreational River Gas Summit bus tours (no cost); 10/14 & 15 – “Water, Water Everywhere: Future of the Upper Delaware River Conference”, hosted by Friends of the Upper Delaware River at West Branch Angler (\$50 per person earlybird cost if paid by 9/15 to save \$10 per person). Ramie proposed that she and O’Dell attend the conferences and training. A motion to approve fees for the 9/12 and 10/14 & 15 conferences for up to two individuals was made by Peckham, seconded by Dean and carried.

Regarding membership, Ramie noted that we received notification on August 5th of Westfall Township Board of Supervisors’ appointment of Chuck Pranski as UDC Representative and Michael Barth as UDC Alternate. A letter was sent to Joe Demalderis in appreciation for his service. Ramie said a congratulatory letter with a UDC orientation folder was sent to DRBC Executive Director Steven J. Tambini on August 6th and she received an introductory call from him on August 21. Tambini told Ramie he is hoping to attend the October UDC meeting. Ramie sent the Lackawaxen Supervisors a notification letter on August 8th that the township was absent from three consecutive UDC meetings, which triggers the Member Participation Policy to suspend the monthly \$100 stipend until active participation resumes.

Ramie reported that three news releases were issued this month: “UDC Grants Fund Cemetery Mapping & Assessment Records Update by Towns”, 7/24; “UDC Raft Trip Attracts 80 (with photo), 8/4; and “UDC Funds River Clean-ups”, 8/12. Boyar noted that the Friends of the Upper Delaware River will be conducting a clean up on the West Branch on August 27th. He plans to attend, he added.

Ramie reminded members that September 9th is the Special Project Review meeting to review the FY 2015 Technical Assistance Grants applications.

Ramie noted the rest of her written report is self-explanatory and referred members to the September calendar of UDC Meetings, Deadlines and Activities. Members should feel free to contact her if they have any questions.

New Business

TAG 2014-03 Town of Tusten, Request for Payment, \$3,500: A motion to approve payment for TAG 2014-03, Town of Tusten, in the amount of \$3,500.00 was made by Rajszyk, seconded by Roeder and carried.

TAG 2014-07 Shohola Township, Request for Payment, \$5,000: A motion to approve payment for TAG 2014-07, Shohola Township, in the amount of \$5,000.00 was made by Rajszyk, seconded by Roeder and carried.

TAG 2014-06 Town of Lumberland, Request for Payment, \$5,000: A motion to approve payment for TAG 2014-06, Town of Lumberland, in the amount of \$5,000 was made by Rajszyk, seconded by Roeder and carried.

TAG 2014-09 Town of Hancock, Request for Payment, \$5,168.01: A motion to approve payment for TAG 2014-09, Town of Hancock, in the amount of \$5,168.01 was made by Rajszyk, seconded by Roeder and carried.

Status of FY 2014 Budget: Ramie referred members to the “UDC Profit & Loss October 2013 through August 2014” handout, as prepared by UDC bookkeeper Mike Poska. Ramie reported this shows we have spent down the surplus we had and are on track as far as the end of the fiscal year is concerned. Peckham questioned if all the pending projects will be done by the September 30, the end of the fiscal year. Ramie said they should be. A motion to obligate the funding for any projects that may not be completed by the deadline was made by Peckham, seconded by Dexter and carried.

Health Insurance Proposals: Members were provided with a summary of health insurance plans comparable to the plan currently in place. Odell noted the current MVP plan which has been in effect since 2011 and will expire on November 30, is no longer available as a result of the Affordable Care Act. Research on health plans found MVP to still be the Council’s best option for coverage for its employees. Three different plans were reviewed and discussed. Peckham commented that the Gold 1 plan seems to be

most comparable to the current plan. Ramie noted that plan also falls within our budget. A motion to approve the MVP Gold 1 plan was made by Peckham, seconded by Rajszyk and carried.

Summary of Pending Bills 8-26-14/Financial Statements: The committee was provided with an abstract of bills dated August 26 to review. A motion by Rajszyk, seconded by Richardson to pay the bills listed on the abstract was carried unanimously. Financial Statements as of July 31, 2014 were provided for individual review.

Richardson stated he thought the UDC still had a healthy surplus. Ramie explained that the surplus reported last month contained the monies allocated for the Outside Consulting. Those monies have now been allocated and the window replacement for the front office will use the remaining balance.

Other: None

Old Business: None

Public Comment: None

Adjournment: A motion by Roeder, seconded by Peckham to adjourn the meeting at 8:21 p.m. was carried unanimously.

Minutes submitted by Cindy Odell, 8/29/14