



Pike County Conservation District

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PIKE COUNTY CONSERVATION DISTRICT BOARD OF DIRECTORS MEETING MINUTES Monday, May 15, 2023

The Board of Directors meeting was also held via Zoom Video Conference call.
Information regarding the conference call was posted on the District website.

ATTENDANCE:

Directors: Commissioner Ron Schmalzle, Scott Savini, Jay Morrow, Kelly Stagen

Associate Directors: Paul Ranello, Carole Linkiewicz, Jo Ann Rose

Staff: Michele Long, Ellen Enslin, Lisa Dolci, Rachael Marques, Chris Meszler, Marianna Quartararo, Emily Mansfield

Cooperating Agency Representatives: Jen Matthews - NRCS, Deborah Basalyga - NRCS

Guests: Jeffrey DiFrancesco

Directors/Associate Directors Absent: Mike Spencer, John Milliken, Ken Coutts

Scott Savini called the meeting to order at 9:04 am

PUBLIC COMMENTS / QUESTIONS AGENDA ITEMS: None

2022 Environmental Education Grant Presentation – Jamie Bartholomew, High School Science Teacher: Jamie Bartholomew and 2 Wallenpaupack High School students provided a presentation to the board regarding the 2022 Education Grant awarded to the High School. The students used the \$500 grant to purchase several native plants and the equipment they needed to install a pollinator garden and remove any invasive plants in the area between the baseball field and student parking area. The students were also able to participate in the 10 Million Trees program, planting over 30 native trees on Brookfield's property between the baseball fields and campground. Wallenpaupack High School had 2 teams who participated in the Envirothon event this year. They covered subjects on Forestry, Soils, Wildlife, Aquatic, and the current event on Global Warming. The students went on field trips to learn more about these subjects, including coming to PCCD for a Soils presentation given by Jeremy Oettinger, Resource Conservationist at the District. In early April, the students completed a Leaf pack project with the help of the Stroud Center and Rachael Marques, Watershed Specialist at the District.

ACTION ON MINUTES of April 17, 2023: Jay Morrow made a motion to approve the April 17, 2023, Board Meeting minutes. Kelly Stagen seconded. Motion carried.

FINANCIAL REPORT: We received the first installment of funds for the ACAP Program in the amount of \$50k. Report filed, subject to audit.

CORRESPONDENCE REPORT: A correction letter for the Act 167 Stormwater Management Plan Update for the Brodhead McMichaels Creek Watershed. The Delaware State Forest District has provided their 2023 activity plan, that guides the management of the forest system.

EXECUTIVE DIRECTOR REPORT: USGS will be here in May going over the audit for the well run as part of our agreement. We have submitted our comments on the DRAFT Chapter 102 Compliance/Enforcement Manual to DEP. The Game Commission has completed spraying for Spotted Moth and DCNR has not yet begun to spray in areas identified for 2023. There will be a Spotted

Lanternfly program at the end of June at the Dingman Township Fire Hall. The State Conservation Commission has approved our allocation for D&G for \$100,000 and LV \$40,000. Program Manager, Ellen Enslin and District Engineer, Chris Meszler both conducted presentations at the Annual Engineer/Contractor program in Monroe County last Friday. Executive Director, Michele Long, met with NE Region Conservation District Managers, the SCC Executive Director Doug Wolfgang, and Carl Deluca from DEP to discuss the delegation agreements being drafted, and concerns about some of the SCC programing. Michele Long and Ellen Enslin attended a meeting with the Governors Transformation Officer, with discussions to improve the permitting process. The Governor's office is looking at all of the permitting programs to see how they can be run more efficiently. In the next month and a half, we will be scheduling some On the Road programs. Last week, Jeremy Oettinger handed in his resignation and advertisements for the Resource Conservationist Position have been posted. We have begun our audit for 2022, and the necessary documents have been sent to the auditor for review. The Auditor will be at the District on June 15th to conduct the audit. A piece of legislation that has passed is Senate Bill 350, Transparency in Permitting; An Act providing for the administration of permits by State agencies, for a tracking system for permit applications, for the establishment of permit programs, including a section allowing for third-party review of permits due to decision delays. Michele Long will be putting together a letter of concern regarding this bill for the Executive Committee to review before sending it out. We received a grant from PA American Water to create a brochure and update our website to provide information to users on how to protect their drinking water whether it is a private well or water provided a water company.

OLD BUSINESS/COMMITTEE REPORTS:

Executive Director Search Committee, Kelly Stagen – Due to the personnel information that needs to be discussed, Kelly Stagen has requested that discussions are held in an Executive Session.

NEW BUSINESS:

DEP Environmental Education Grant Pollinator Project Grant Presentation, Program Manager, Ellen Enslin – With the educational grant we received from DEP in the amount of \$2,908, we were able to install 2 native plant pollinator gardens at the Dingman Township Park. One garden was newly constructed in a dry/sunny area and the other garden was installed in an existing stormwater basin in a wet/shady area. An educational sign was installed for each garden and has brought a lot of attention to the pollinator gardens. On this project we partnered with Dingman Township Supervisors, Thomas McLain Associates and Penn State Master Gardeners. D&S Hauling, Brickhouse Nursery, and Corky's Nursery worked with us on pricing for materials. On a Saturday morning, Ellen Enslin gave a special presentation on the gardens and information with handouts pertaining to installing and maintaining a pollinator garden, followed by a hike around the park. There were about 35 people in attendance. The project was recognized with a full-page article in the monthly publication of Township News, that is distributed to Township Supervisors across the state.

PCCD Environmental Education Grants 2023, Michele Long – One application has been received for the education grant this year from Pike County 4-H/Penn State to install a pollinator garden at the Dingman's Branch Public Library. The grant money will be able to provide materials for experiments, education, and a display for the students, as well as materials for the pollinator garden, signage, informational materials, and the state 4-H group enrollment fee. Jay Morrow made a motion to approve the grant application. Scott Savini seconded. Motion carried.

DGLVR Delegation Agreement, Ellen Enslin – The term of the new agreement will be effective July 1, 2023, to June 30, 2028, a few changes to highlight are updates to the standards and specifications, approved by the State Conservation Commission. There is a change in file retention from three to five years to coincide with the length of the agreement. A new form was added at the end of the agreement for Worker Protection and Investment Certification that will need to be signed. Kelly Stagen made a motion to approve the delegation agreement. Jay Morrow seconded. Motion carried.

Whittaker Dirt and Gravel Road Contract Amendment, Ellen Enslin – There is an agreement between the District and Porter Township for the Whittaker Farm Road Phase 2 Project. The original contract was for \$83,723 and the low bid was awarded to Waco but over the original contract price by \$4,448. A pre-construction meeting was held two weeks ago, and it was discussed and agreed upon to add a driveway culvert to the project. Porter Township's engineer has requested an additional \$12,283 as an amendment to the original contract, to cover the additional expense of the driveway culvert and increased cost of the

original contract awarded at the lowest bid to Waco. The grant total would now be \$96,006. Kelly Stagen made a motion to approve the contract amendment. Jay Morrow seconded. Motion carried.

Transfer of funds from Conservation Fund for Website upgrades, Michele Long – We received a proposal from W Design to update the website’s framework that is no longer being supported. Without the update to a new theme and page builder our website is vulnerable to attached and insertion of code from malicious actors. By updating these, the security, performance, and ease of using the website will be greatly improved. Staff are recommending a transfer of funds from the Conservation Fund in the amount of \$3,700 to the Operating Account for the website improvements. Kelly Stagen made a motion to approve the transfer of funds. Jay Morrow seconded. Motion carried.

Cooperating Agency and Other Organization Reports:

PACD – The PACD Joint Annual Conference will be held on July 19th and 20th this year in person only, there will not be a virtual option to attend.

NRCS – Jen Matthews stated the work on the Growing Greener Grant is in process with 23 completed and 7 in the works. They have begun receiving preapprovals and are working on contracts for the Conservation Stewardship Program.

EXECUTIVE SESSION: There was a brief Executive Session held at 9:45 am to discuss the Executive Director search. No formal action will be taken from this discussion.

PUBLIC/PRESS QUESTIONS: None

ADJOURN: Kelly Stagen made a motion to adjourn the Board of Directors Meeting. Jay Morrow seconded. Motion carried. The meeting adjourned at 9:45 am.

Respectfully submitted,

Lisa Dolci, Board Secretary