



MONROE COUNTY CONSERVATION DISTRICT BOARD MEETING MINUTES
May 15, 2025

MEMBERS PRESENT: Bob Armstrong, Sharon Laverdure, Roger McFadden, Craig Todd, Brian Winot, Donna Foulk. Jason Smith was absent.

DISTRICT STAFF: Kristina Heaney, Mike Wilk, John Motz, Carol Luthar, Charles Kelshaw, Jonathan Knauff, Brittney Coleman, Iwona OConnor, Samantha Benway, Lena Campisi and Geoff Ioannidis.

COOPERATING AGENCIES: Janet Creegan – DEP, Jennifer Matthews and Deb Basalyga – NCRS, Austin Noguera - DCNR and Via Zoom Paula Heeschen- BWA and Julia Scherer and Jeremie Schuster – MCPC

PUBLIC PRESENT: Jim Vogt, Jack Fossett, Sal Cinquemani

Bob Armstrong called the meeting to order at 10:00 AM.

Public Comment:

None

Executive Session:

No session

Board Meeting Minutes:

Bob Armstrong asked for the approval of the April 17, 2025, Board Meeting Minutes.

A motion was made by Sharon Laverdure seconded by Roger McFadden to approve the April 17, 2025, Board Meeting Minutes. Motion carried.

Environmental Education Report:

Carol Luthar provided the environmental education report to the board in their packet. Carol stated that April was a very busy month for the EE Staff. For the month, the center saw about 3000 students through

the programs held. With the assistance of the full EE Staff, the Tech team and many cooperating agencies, April hosted a successful Envirothon for high school students. April also provided several community events that the EE team participated in such as the Founder's Day Celebration and the Pocono Mountain West STEAM Night. The Center was also host to many 1st, 2nd, 3rd and 4th graders for the spring field trips visiting the ponds, going on hikes and taking trips to the bog.

Summer Work Crew:

Bob Armstrong asked for the approval of the Summer Work Crew – Santiago Churian as Supervisor, and Nathaniel Lieser and Micah Staples as Work Crew Members.

A motion was made by Brian Winot, seconded by Craig Todd to approve the Summer Work Crew – Santiago Churian as Supervisor, and Nathaniel Lieser and Micah Staples as Work Crew Members. Motion Carried.

Technical Report:

Jonathan Knauff presented the Tech report to the board. Jonathan took a moment to welcome the new Tech Staff, Lena and Geoff, and introduce them to the board members. For the month of April, the Tech team had six (6) complete applications, seven (7) initial technical reviews completed and two (2) follow-up technical reviews, five (5) records of decisions, three (3) individual permits issued, and twenty-three (23) on-site inspections conducted. Jonathan was very pleased with the work completed in April for the tech team since this was a very active month for construction sites and there were only two technicians completing site inspections.

Watershed Specialist/ AG Report:

The watershed specialist report was provided to the board in their packet. Charles informed the board that April was the beginning of the busy season for the watershed program. Much of April was spent on the Water Quality Study by attending meetings and trainings, wrapping up the 2023 water study analysis and assisting the Planning Commission with the 2025 study. Charles continues to work on the planning of the River of the Year Festival which will be held on June 18th. He has also been devoting time to the Unification of Watershed Associations working toward finding ways to watershed specialists can offer more to the community with resources and education. During the month Charles was often in the field providing multiple technical assists events regarding wetlands, local water issues and planting trees. Cherry Valley Wildlife Refuge had its largest turnout for tree planting to date with forty (40) volunteers and nearly 150 trees planted. Charles also held the second iteration of the TAPTALK event at Pocono Brewing Company in partnership with Brodhead Trout Unlimited with eighteen (18) people attended. June will be the final TAPTALK at Blue Ridge Winery.

Regarding Ag, Charles advised the board that the Agricultural Conservation Assistance Program (ACAP) picked up in activity during April. At the beginning of the month, Charles spent three (3) days in

Harrisburg for an ACAP conference learning how to increase the conservation district's efforts in providing more assistance to the local farmers. He spent the bulk of his time with the ag program attending meetings with multiple potential ACAP projects, completing walk throughs with NRCS, and attending internal meetings focused on the No Till Drill program and creating educational events revolving around the ag program.

Watershed Specialist Agreement Renewal 25-26:

Bob Armstrong asked for the approval of the Watershed Specialist Agreement Renewal 25-26.

A motion was made by Roger McFadden, seconded by Craig Todd to approve the Watershed Specialist Agreement Renewal 25-26. Motion Carried.

Targeted Companion Water Quality Study 2026:

Bob Armstrong asked for the approval of a targeted companion water quality study for 2026.

A motion was made by Craig Todd, seconded by Sharon Laverdure to approve completing a targeted companion water quality study for 2026. Motion Carried.

ACAP – Liberty Tree Ranch \$44,490.63:

Bob Armstrong asked for the approval of ACAP – Liberty Tree Ranch fencing for \$44,490.63.

A motion was made by Brian Winot, seconded by Craig Todd to approve ACAP – Liberty Tree Ranch fencing for \$44,490.63. Motion Carried.

DGLVR:

John Motz gave a brief report on the DGLVR program to the board. April was spent preparing for the QAQC audit being conducted by the State Conservation Commission (SCC). John, the conservation district staff and QAB members met with the auditors via Zoom for staff interviews for the upcoming audit. Sharon Laverdure took a moment to speak on behalf of the QAB regarding the DGLVR program and the audit.

District Managers Report:

Kristina Heaney provided a copy of the District Manager's report to the board in their packet. Kristina advised that April was a busy month for her as she has been assisting with the technical staff work load. She spent the month reviewing E&S plans, completing site visits and increasing her overall field presence, planning and creating multiple different presentations for upcoming programs and workshops. Kristina also spent a good portion of the month involved with the Envirothon program. She provided an update on the status of the pond project and the staining of the building to the board upon their request.

Out of County Travel:

Bob Armstrong asked for approval of Out of County Travel.

A motion was made by Roger McFadden, seconded by Sharon Laverdure to approve Out of County travel. Motion carried.

Skytop Lodge Contract – 2025 NPDES Workshop on 8/27/25:

Bob Armstrong asked for approval of the Skytop Lodge contract for the 2025 NPDES Workshop on 8/27/2025 for the down payment of \$750 to be reimbursed from the balance of the ticket cost.

A motion was made by Roger McFadden, seconded by Sharon Laverdure to approve the Skytop Lodge contract for the 2025 NPDES Workshop on 8/27/2025 for the down payment of \$750 to be reimbursed from the balance of the ticket cost. Motion carried.

2024 Year End County Reimbursement and 2024 Final Budget:

Bob Armstrong asked for approval of the 2024 Year End County Reimbursement and 2024 Final Budget.

A motion was made by Roger McFadden, seconded by Donna Foulk to approve the 2024 Year End County Reimbursement and 2024 Final Budget. Motion carried.

PracticeKeeper Database Migration:

Bob Armstrong asked for approval for the PracticeKeeper Database Migration.

A motion was made by Sharon Laverdure, seconded by Donna Foulk to approve the PracticeKeeper Database Migration. Motion carried.

Work Session Minutes:

No work session held in April.

Financial Report:

Invoice Lists for May 15, 2025:

Bob Armstrong requested approval of the Invoice List for May 15, 2025.

A motion was made by Roger McFadden, seconded by Craig Todd to approve the Invoice List for May 15, 2025. Motion carried.

Balance Sheet as of 04/30/2025:

Bob Armstrong asked for approval of the Balance Sheet as of April 30, 2025.

A motion was made by Roger McFadden, seconded by Brian Winot to approve the Balance Sheet as of April 30, 2025. Motion carried.

Cooperating Agency Reports:

DEP- Janet Creegan presented the report on behalf of DEP. She began by thanking MCCD for inviting her to the Envirothon programs and extended a special thank you to Drew Wagner for the lidar discussion he completed during the DEP monthly round table meeting in April. Janet advised that the Going Greener Grant ends on June 20th and encouraged all who qualify to apply if they have not done so already and reminded everyone that in August the environmental education grants will be opening up.

NRCS- Jennifer Matthews provided the NRCS report to the board in their packet. She advised that April was spent wrapping up contracts for funding NRCS received from the EQUIP program.

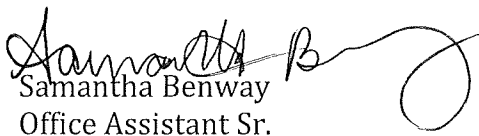
DCNR- Austin Noguera, the new forester for Monroe county, introduced himself to the board. Austin informed all that April was the end of the fire season. This season DCNR handled eighty (80) fires between Pike and Monroe counties. Currently, they are completing Spongy Month in both counties. Austin spent much of April going to outreach events including the Envirothon and Smokey the Bear programs. He announced that new DCNR office is almost ready to be moved in to.

Public Comment:

Sal Cinquemani – Spoke directly with the representative from DCNR regarding the Spongy Moth spraying in Monroe County and the chemicals associated with the spray and how it affects the environment.

Bob Armstrong adjourned the meeting at 11:08AM.

Respectfully submitted,


Samantha Benway
Office Assistant Sr.

**The next MCCD Board of Directors Meeting will be held on Thursday,
June 12th, 2025, at 10:00 AM at the Monroe County Conservation District.**