



MONROE COUNTY CONSERVATION DISTRICT BOARD MEETING MINUTES
April 17, 2025

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

DISTRICT STAFF: Kristina Heaney, Mike Wilk, John Motz, Charles Kelshaw, Jonathan Knauff, Iwona OConnor and Samantha Benway.

COOPERATING AGENCIES: Janet Creegan – DEP, State Representative Tarah Probst and Via Zoom Julia Scherer – MCPC, Jennifer Matthews - NCRS

PUBLIC PRESENT: Jim Vogt, and Hector Ramirez

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 March 20, 2025, Board Meeting Minutes.

A motion was made by Jason Smith seconded by Sharon Laverdure to approve the March 20, 2025, Board Meeting Minutes. Motion carried.

Environmental Education Report:

Kristina Heaney presented the EE report to the board. Carol has been instituting weekly meetings with the EE staff to enhance the Environmental Center. These meetings have largely focused on the new exhibits and interactive displays and how we can offer a more diverse program with different learning criteria with intent to increase the amount of field trips from schools in our area. In the month of March, KEEC held thirty-five (35) programs, with a program attendance of twelve hundred ninety-eight (1298)

people. March also saw the end of the Maple Sugaring Season in which the EE staff bottle twenty-six (26) gallons of maple sugar.

Overall, the EE team had a very successful month and Kristina wanted to give credit to Carol and the entire EE staff for doing such a wonderful job for their hard work and smoothly filling in the gaps Roger Spotts' retirement left.

Technical Report:

The Technical report was provided to the board in their packet. Jonathan Knauff presented details of the monthly report. Due to the warmer weather in the area in the month of March, the Tech team was busy. There was a total of twenty-nine (29) site inspections completed, one (1) complete application submitted, seven (7) initial technical plan reviews completed and nine (9) technical plan review follow-ups. Six (6) individual permits went out, along with three (3) records of decisions and two (2) Notice of Termination had been acknowledged.

During the previous board meeting, a discussion was held around the potential to see an increase in complaints received by the District due to better weather conditions. This held true and the tech team did an excellent job responding to the complaints around the county. Kristina mentioned that the new technicians will be starting on May 12th and that we are all looking forward to their training and the assistance their presence will be in the upcoming months.

DGLVR:

John Motz reminded the board that the DGLVR program has a Quality Assurance Board that reviews projects initially and then recommends the projects to the District board for funding. Currently, Brian Winot is the non-voting Board Chairman, and Kristina Heaney is voting District Representative. At this time, there is a vacancy for Alternate positions for each of the District seats on the board. John asked the board members if any of them would be interested in becoming an alternate for these positions to which two members volunteered.

Kristina took a moment to congratulate John Motz for the \$2 Million Dollar Luncheon and all the hard work he has put into the DGLVR program throughout the years. He has been pivotal in the program's success and the ever-growing involvement of the townships. A cake was presented to John in honor of his dedication.

After being presented with the cake, John was asked to discuss the very successful \$2 Million Dollar Luncheon for those on the board who were unable to attend. John advised that there was a great turnout at the event from the township road crew members to the county commissioners and State representatives. John also informed the board that the DLGVR program has it's tri-annual Quality Assurance Quality Control (QAQC) audit coming up on May 19th and 20th. As QAB Chair, Brian Winot will

be there for the audit review and John welcomes any additional MCCD board member to attend who would like to.

Quality Assurance Board - Alternate Non-Voting Chair and Alternate Voting District Representative:

Bob Armstrong asked for the approval of Sharon Laverdure as the Alternate Non-Voting Chair and Roger McFadden as the Alternate Voting District Representative.

A motion was made by Brian Winot, seconded by Jason Smith to approve Sharon Laverdure as the Alternate Non-Voting Chair and Roger McFadden as the Alternate Voting District Representative. Motion Carried.

Watershed Specialist/ AG Report:

A copy of the watershed report was provided to the board in their packet. Charles Kelshaw reviewed key highlights of the report to the board such as his meetings for the upcoming Water Quality Study with the Planning Commission in April and the River of the Year celebration in June. Charles also dedicated many hours to public outreach in March by hosting or speaking at local events in the area discussing the District's involvement with the watershed and the importance of the program. Charles, Jonathan Knauff and members of the Planning Commission were audited by PA DEP for their Multi-habitat Assessment. We will find out at the end of April if MCCD passed the audit and will become the first non-DEP personnel to be certified. Craig Todd mentioned that he wanted to follow up on the discussion during the MCCD Work Session held on March 20, 2025, where the board members, Kristina and Charles, discussed the benefits of potentially completing a companion Water Quality Study that would allow the data collected during the Monroe County study to be assessed to determine datapoints for further study and provided to DEP. After recapping the details of that discussion, the board agreed to add a motion to May's board meeting agenda to approve moving forward with a companion water quality study for 2026.

March was a busy month for the Ag program. ACAP remains the large focus with farm visits and meetings. Charles and Kristina have been seeing a lot of benefits of the program for the farmers in terms of the services we are able to provide, meeting the farmers one on one forming lasting connections and helping the new farmers get started in the industry.

District Managers Report:

The District Managers report was provided to the board in their packet. Kristina advised that March was a busy month for her as she spent several weeks working on quarterly reports. Kristina also participated in public outreach this month, a highlight from that was the presentation she gave with John Motz at PCOG. The presentation was centered around General Permits and Flood Control and was very well received. Continuing public outreach on important topics for the environment is something she would like to continue doing in the future, especially sharing the information with the municipalities and other

agencies that the District collaborates with. Sand Spring Run has been an on-going project Kristina has been working on with other District staff, currently, there are still funds remaining for this project so she is looking to purchase trees, install riparian vegetative buffering and potentially do some scoping on the downstream end in the near future.

Out of County Travel:

Bob Armstrong asked for approval of Out of County Travel.

A motion was made by Brian Winot, seconded by Jason Smith to approve Out of County travel. Motion carried.

ACAP- Pleasant Ridge Farm Grant for \$4550.00:

Bob Armstrong asked for approval of the ACAP – Pleasant Ridge Farm Grant in the amount of \$4550.00.

A motion was made by Sharon Laverdure, seconded by Jason Smith to approve the ACAP – Pleasant Ridge Farm Grant in the amount of \$4550.00. Motion carried.

ACAP- Green's Family Farm Grant for \$43,420.80:

Bob Armstrong asked for approval of the ACAP – Green's Family Farm Grant in the amount of \$43,420.80.

A motion was made by Jason Smith, seconded by Brian Winot to approve the ACAP – Green's Family Farm Grant in the amount of \$43,420.80. Motion carried.

Zoom Phones Contract:

Bob Armstrong asked for approval to enter into a phone contract with Zoom contingent upon a solicitor reviewing the contract.

A motion was made by Brian Winot, seconded by Roger McFadden to approve entering into a phone contract with Zoom contingent upon a solicitor reviewing the contract. Motion carried.

Work Session Minutes:

Bob Armstrong asked for the approval of the March 2025 Work Session Minutes.

A motion was made by Roger McFadden seconded by Jason Smith to approve the March 2025 Work Session Minutes. Motion carried.

Financial Report:

Invoice Lists for April 17, 2025:

Bob Armstrong requested approval of the Invoice List for April 17, 2025.

A motion was made by Roger McFadden, seconded by Craig Todd to approve the Invoice List for April 17, 2025. Motion carried.

Balance Sheet as of 03/31/2025:

Bob Armstrong asked for approval of the Balance Sheet as of March 31, 2025.

A motion was made by Roger McFadden, seconded by Brian Winot to approve the Balance Sheet as of March 31, 2025. Motion carried.

Cooperating Agency Reports:

DEP- Janet Creegan attended the meeting in person and informed the board that the Going Greener Grant is opening on April 22, 2025. MCCD participates in the grant so Janet encouraged our team to reach out to her or Sandy Ensalka if there are any questions or help needed regarding the grant. Janet took a moment to remind all present that the Statement of Financial Interests forms are due in May. Janet also thanked the District hosting DEP and allowing them to hold several of their meetings here at the building.

NRCS- A copy of the NRCS report was provided in the board packet. Jennifer Matthews stated that the NRCS team has been working on getting the contracts written for the funding they provide and making the transition to their new office location in Olyphant, PA.

Legislators- State Representative Tarah Probst attended the meeting in person and spoke to the board about the construction taking place on I-80 near Bryant Street in Stroudsburg. Tarah gave detailed information about the land where the construction is taking place and the history of the environment of that area. She also shared her thoughts on the work being done and ways the community and District can come together to continue to protect the important environmental features in our county.

Public Comment:

No comments

Bob Armstrong adjourned the meeting at 11:20AM.

Respectfully submitted,

Samantha Benway
Office Assistant Sr.

**The next MCCD Board of Directors Meeting will be held on Thursday,
May 15th, 2025, at 10:00 AM at the Monroe County Conservation District.**