



MONROE COUNTY CONSERVATION DISTRICT BOARD MEETING MINUTES
March 20, 2025

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

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

COOPERATING AGENCIES: Kristine Bush on behalf of Senator Rosemary Brown

****Due to power-outage at the start of the board meeting, the Zoom option was not available****

PUBLIC PRESENT: Jack Fossett, Sal Cinquemani

Bob Armstrong called the meeting to order at 10:03 AM.

Public Comment:

None

Executive Session:

Bob Armstrong called for an Executive Session to discuss Personnel topics with the request of Kristina Heaney to attend from 10:05AM to 10:20AM.

Board Meeting Minutes:

Bob Armstrong asked for the approval of the February 20, 2025, Board Meeting Minutes.

A motion was made by Brian Winot seconded by Sharon Laverdure to approve the February 20, 2025, Board Meeting Minutes. Motion carried.

EE Report:

Carol Luthar provided a copy of the Environmental Education report to the Board in their packet. Carol advised that EE had an exciting February. They kicked off the month by opening the maple sugar shack. So far this season, the staff has around twenty (20) gallons of bottled maple syrup and will continue

collecting throughout March. The EE team worked very hard in February hosting 418 people during a wide array of programs, including eleven (11) school field trips at the Meesing Center and a very well attended owl pellet dissection program which filled the entire art gallery with families. EE is now preparing for the upcoming spring programs with the school districts, such as the field trips to the schools, the bog walks, checking out the ponds at the District grounds and at the Meesing Center and, a favorite program, the bug walk for the little ones that is held here at the Environmental Center.

Advertisement for Summer Work Crew:

Bob Armstrong asked for the approval to advertise for the Summer Work Crew.

A motion was made by Craig Todd seconded by Jason Smith to approve the advertisement for the Summer Work Crew. Motion carried.

Tech Report:

The Technical report was provided to the board in their packet. Jonathan Knauff presented details of the monthly report. In February the technical team completed a total of twenty-six (26) site inspections. There was one (1) completed application, three (3) technical plan reviews and four (4) follow up technical plan reviews. The team also had one (1) record of decision, two (2) individual permits, and two (2) notice of terminations that were acknowledged. Overall, the tech team had a successful winter month and are looking forward to the spring thaw that will guarantee a busy March.

With the warmer months approaching, construction around the county will be on the rise. John Motz informed the board that we can expect to see an uptick in fill site inspections due to the increase construction, specifically around Pocono Township with the construction taking place at SR 611 and SR 715. Kristina took a moment to make the board aware of the recent inquiries she has received regarding the decommissioning of the dam at Mount Airy Casino. The DEP will soon be investigating the site due to permitting issues, so Kristina advised that she would keep the board abreast of any updates that come in during the process.

District Managers Report:

Kristina Heaney provided the District Manager's report in the board packet. Kristina participated in the Municipal Collaboration Training with John Motz. The training was attended by 20 zoning officers from the Municipalities and was well received all by. A FAQ is in the works of being made and provided to those who attended the training. Since the training, there has been a noticeable improvement in communication and cooperation with the district and municipalities, so we hope to host another training like this soon. Kristina also provided enforcement trainings with other conservation districts that were very successful. DEP has requested that she do a few more trainings for new staff/new hires for those districts when she is available.

Kristina wanted to give kudos to Mike Wilk and Sam Benway for creating an Internal Standard Operating Procedure detailing our internal processes. The intent will be to give a paper and digital copy of the SOP to all employees, especially new hires. The EE staff will also be incorporating their processes into the SOP to make it all encompassing.

PACD Delegates- Craig Todd, Kristina Heaney and Jonathan Knauff:

Bob Armstrong asked for approval of the PACD Delegates- Craig Todd, Kristina Heaney and Jonathan Knauff.

A motion was made by Sharon Laverdure, seconded by Roger McFadden to approve the PACD Delegates- Craig Todd, Kristina Heaney and Jonathan Knauff. Craig Todd abstained from this vote as he is a candidate for the PACD Delegates. Motion carried.

Out of County Travel:

Bob Armstrong asked for approval of Out of County Travel.

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

Head Resource Conservationist:

Bob Armstrong asked for approval to hire the candidate, Jonathan Knauff, as the Head Resource Conservationist.

A motion was made by Craig Todd, seconded by Roger McFadden to approve hiring the candidate, Jonathan Knauff, as the Head Resource Conservationist. Sharon Laverdure abstained from this vote as she is a Monroe County Commissioner who officially approves all the new hires. Motion carried.

Resource Conservation Specialist(s): Geoff Ioannidis and Angelena Campisi:

Bob Armstrong asked for approval to hire the candidates, Geoff Ioannidis and Angelena Campisi, as Resource Conservation Specialists.

A motion was made by Craig Todd, seconded by Jason Smith to approve hiring the candidates, Geoff Ioannidis and Angelena Campisi, as Resource Conservation Specialists. Sharon Laverdure abstained from this vote as she is a Monroe County Commissioner who officially approves all the new hires. Motion carried.

Change Order for Pitless adapter water supply wiring - \$28,061.73:

Bob Armstrong asked for approval of the change order for Pitless adapter water supply wiring for \$28,061.73.

A motion was made by Roger McFadden, seconded by Jason Smith to approve the change order for Pitless adapter water supply wiring for \$28,061.73. Brian Winot abstained from the vote as he is president of Northeast Site Contractors who are doing the work. Motion Carried.

Staining and Power Washing Contract:

Bob Armstrong asked for approval to award the staining and power washing of the building contract to CertaPro Painters of the Greater Lehigh Valley for \$21,580.

A motion was made by Brian Winot, seconded by Jason Smith to approve awarding the staining and power washing of the building contract to CertaPro Painters of the Greater Lehigh Valley for \$21,580. Motion Carried.

Technical Database Update:

Cancel Contract with RealTec Database Company:

Bob Armstrong asked for approval to cancel the contract with RealTec Database Company.

A motion was made by Sharon Laverdure, seconded by Jason Smith to approve canceling the contract with RealTec Database Company. Motion Carried.

Move Technical Database to Practice Keeper:

Bob Armstrong asked for approval for the Technical Database update to move to Practice Keeper.

A motion was made by Brian Winot, seconded by Jason Smith to approve the Technical Database update to move to Practice Keeper Motion Carried.

Watershed Specialist/ AG Report:

A watershed and ag report were provided in the board packet. Charles Kelshaw informed the board that although February was a slower month, it was a successful one. For the watershed program, Charles focused on the 2024 Water Quality Study and analyzing data for the 2023 Water Quality Study. Plans for the River of the Year festival are in full swing in preparation for the festival in June at Minisink Park in East Stroudsburg. At this time, Charles is partnering with local businesses and vendors around the community to make this festival run smoothly. A committee of nine (9) people has been formed to plan and organize the event.

In regard to the Ag, Charlie and Kristina are devoting much of their time to working with the ACAP program and it's participants. The District currently has about \$110,000 dollars in ACAP funds so the two of them have been working closely with the farmers to get them up and running and have their applications submitted for grant funding. Kristina stated that in February, the Ag community was the

busiest she had ever seen it. She and Charles attended many ag related meetings over the month and expect to see those numbers continue to climb as we head into the spring and summer seasons. The District's No-Til-Drill has also received a lot of attention in recent weeks for use on farms. Charles made two site visits for ag related complaints and regularly receives calls from the public regarding safe manure management practices.

DGLVR:

John Motz presented the DGLVR report to the board. John advised that the contracts that the board approved last month for Chestnuthill Township and Smithfield Township have been signed and delivered and the townships have received the checks. So far, everything has been running smoothly with these DGLVR projects. The townships are already scheduling work to begin this summer.

John reminded the board of the upcoming \$2 Million Dollar Luncheon that is being held on March 26th at the Cherry Valley Wildlife Refuge Center. Sherri Law, a member of the SCC, will be presenting during the luncheon and sharing with the attendees some of the accomplishments our District has made since the inception of the DGLVR program. The luncheon will also be attended by the county legislators, commissioners, MCCD board members, and fellow partnering agencies such as PA Game Commission, Penn State Center for Dirt and Gravel Roads and NCRS.

Work Session Minutes:

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

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

Financial Report:

Invoice Lists for March 19, 2025:

Bob Armstrong requested approval of the Invoice List for March 19, 2025.

A motion was made by Roger McFadden, seconded by Donna Foulk to approve the Invoice List for March 19, 2025. Brian Winot abstained from this vote as he is the President of Northeast Site Contractors who is currently doing work for the District and had an invoice being approved on this list. Motion carried.

Balance Sheet as of 02/28/2025:

Bob Armstrong asked for approval of the Balance Sheet as of February 28, 2025.

A motion was made by Roger McFadden, seconded by Brian Winot to approve the Balance Sheet as of February 28, 2025. Motion carried.

Cooperating Agency Reports:

DCNR- Kristina was given a brief update from Austin at DCNR that she presented on his behalf to the board. The team at DCNR is beginning their Spring Fire Season and have been preparing, training, and responding to fires already. They will be having spongy moth program again this year, spraying approximately 19,000 acres. They will be spraying in Price Township and Middle Smithfield Township. In February, DCNR started the construction of their new district office that will be located off of Route 402 near the Thunder Swamp trailhead near the Pike/Monroe County line. Austin has also been active with the Envirothon preparations at the schools.

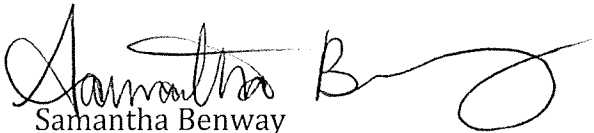
Legislators- Kristine Bush for Sen Rosemary Brown made a few brief announcements. The budget hearing just finalized, negotiations between Governor has introduced as his budget and what the legislator wants. In September, they will be having a Get Outdoors Expo that had great success in the past with getting the community outside. We can expect further updates about this expo as the date gets closer. Senator Brown highly encourages all agencies to use her and her platform as a resource for social media awareness. If the District would like help spreading word about any event, her office is glad to help.

Public Comment:

No comments

Bob Armstrong adjourned the meeting at 11:25AM.

Respectfully submitted,



Samantha Benway
Office Assistant Sr.

**The next MCCC Board of Directors Meeting will be held on Thursday,
April 17th, 2025, at 10:00 AM at the Monroe County Conservation District.**