



**MONROE COUNTY CONSERVATION DISTRICT BOARD MEETING MINUTES**

**November 16, 2023**

**Revised 12/8/2023**

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

**DISTRICT STAFF:** Kristina Heaney, Lori Kerrigan, Roger Spotts, Drew Wagner, Mike Wilk, David Hooker, David Lucykanish, OC Hearthstone, John Motz, Barbara Bistras, and Iwona O'Connor.

**COOPERATING AGENCIES:** Janet Creegan-DEP, Julia Sherer- MCPC (via Zoom,) Deborah Basalyga- NRCS (via Zoom,) Paula Heeschen-BWA (via Zoom,) Scott J. Christman and Alec DeLong -PA Fish and Boat Commission.

**PUBLIC:** Rodney Stark and Jack Fossett

Bob Armstrong called the meeting to order at 10:02 AM.

**Public Comment:**

None

**Board Meeting Minutes:**

Bob Armstrong asked for the approval of the October 19, 2023 Board Meeting Minutes.

A motion was made by Sharon Laverdure, seconded by Roger McFadden, to approve October 19, 2023 Board Meeting Minutes. Motion carried.

**EE Report:** The report was provided to the board in their packet. Roger Spotts notified the board that the fall school programs schedule was completed. The public Bog Walks ended for the season. Thirty one (31) people attended the last walk. The Bird Seed Sale was very successful. The Waste Authority donated a trailer for storage during the sale. Roger added

that the EE program will plan a one (1) day Ag Day for Pocono Mountain School District in the spring if they are interested.

Roger McFadden inquired regarding the three (3) Eagle Scout projects. He was informed that they will comprise a replacement of the Kettle Creek Wildlife Sanctuary signage, replacement of a walking bridge at MNC, as well as an interior hydroponics display in the EE Center.

**Tech Report:** The technical report was provided to the board in their packet. Lori Kerrigan disclosed that in the month of October the general correspondence reached three hundred and sixty (360.) The District issued one (1) individual NPDES permit, processed three (3) records of decision, and acknowledged four (4) notices of termination. Chapter 105 activities consisted of two (2) new applications received, six (6) applications reviewed and five (5) General Permits acknowledged. The District conducted twenty nine (29) inspections on twenty six (26) sites. Six (6) sites were complaints and two (2) were issued compliance notice or notice of violation. No site was referred to the DEP in October.

Bob questioned the yes or no column on the clean fill site inspection report spreadsheet. Lori clarified that yes stands for suspected unclean fill, and only two (2) sites (marked yes) on this month's report fitted that category. Bob added that he believes that the number of dirty dirt sites has gone down.

Craig inquired about the Conservation District Engineers Meeting. Mike Wilk, PE replied that the North East district engineers meet quarterly to share concerns regarding their counties, and to ensure that all the project evaluations are consistent within all of the districts.

**Watershed Specialist Report:** David Hooker stated that he was working on quarterly reports as well as the 2022 Water Quality Study. He expects to have the 2022 report completed not later than Monday. David unveiled that he also received the results for the 2023 Water Quality Study. Additionally, Roger Green's ACAP project was completed and inspected by the NRCS.

**DGLVR:** John Motz reported that he is expecting to receive two (2) new applications for Low Volume Roads grants. The projects will satisfy the two (2) year spending requirement of the program. Rosebay Road in Chestnuthill Township is a proposed two thousand five hundred (2,500) feet road maintenance project, and the Wilke project in Pocono Township is a bank stabilization project on the Pocono Creek. John added that the Monroe County DGLVR program's total spending since 1997 will shortly surpass two million (\$2,000,000.00) dollars. The DGLVR QAB meeting will take place in early December.

**District Managers Report:** Kristina Heaney provided her report in the board packet. She informed the board that she completed the annual PACD highlights. At this time, she is exploring a new cloud database program for the reason that the district's existing storage capacity is very limited and its' licensing is due to expire. Kristina also coordinated various quotes and building repairs.

Bob Armstrong asked for the approval of the Energy Tech's Maintenance Agreement for Building Environmental Systems in the amount of \$3,750.00 per year, for a duration of 1/1/2024 to 12/31/2026.

A motion was made by Sharon Laverdure, seconded by Jason Smith, to approve the Energy Tech's Maintenance Agreement for Building Environmental Systems in the amount of \$3,750.00 per year, for a duration of 1/1/2024 to 12/31/2026. Motion carried. Revised 12/8/2023.

Barbara supplemented that the contract includes annual maintenance, filters replacement and minor repairs. The new cost is an increase from the last contract in the amount of \$3,370.00.

Bob Armstrong asked for approval of DeSantis Butcher Block Countertop Replacement in the Kitchen, Tech and EE front offices in the amount of \$7,900.00.

A motion was made by Sharon Laverdure, seconded by Roger McFadden, to approve DeSantis Butcher Block Countertop Replacement in the Kitchen, Tech and EE front offices in the amount of \$7,900.00. Motion carried. Revised 12/8/2023.

Craig Todd asked for approval of an Application to the County for Demolition of 8073 Running Valley.

A motion was made by Roger McFadden, seconded by Jason Smith, to approve an Application to the Redevelopment Authority for Demolition of the bungalow and out building at 8073 Running Valley. Sharon Laverdure abstained from the vote because County Commissioners need to approve the request at their bi-monthly meeting. Motion carried.

It was noted that the project will include grading of the driveway and will be a bid process.

**Out of County Travel:**

Bob Armstrong asked for approval of Out of County Travel.

A motion was made by Roger McFadden, seconded by Jason Smith to approve Out Of County travel. Motion carried.

### **Work Session Reports:**

Bob Armstrong asked for approval of the October Work Session Minutes.

A motion was made by Craig Todd, seconded by Roger McFadden, to approve the October Work Session Minutes.

### **Financial Report:**

#### **Invoice Lists for November 15, 2023:**

Bob Armstrong requested approval of the November 15, 2023 Invoice List.

A motion was made by Roger McFadden, seconded by Jason Smith to approve the Invoice List for November 15, 2023. Motion carried.

#### **Balance Sheet as of 10/31/2023:**

Bob Armstrong asked for approval of the Balance Sheet as of 10/31/2023.

A motion was made by Roger McFadden, seconded by Craig Todd to approve the Balance Sheet as of 10/31/2023. Motion carried.

### **Cooperating Agency Reports:**

**DEP-Janet Creegan** provided the DEP report in the board packet. She reminded the board that the director nominations are due on December 15. She added there are leadership webinars scheduled this fall as well. Janet thanked Kristina for hosting the NERO roundtable meeting, and Lori for providing technical assistance to Lackawanna County Conservation District's stream restoration project.

**NRCS- Deborah Basalyga** provided the NRCS report in the board packet. Deborah congratulated David Hooker on the arrival of his baby boy. She narrated that the program is continuously working on application eligibility.

**Julia Sherer- MCPC** had no report.

**Alec DeLong- PA Fish and Boat Commission** reported that Scott J. Christman was promoted to a sergeant and is now a new captain. Matt Deitrich resigned from his position in November, and Caleb Cramer will now be responsible for Mount Pocono Borough and Coolbaugh Township.

### **Public Comment:**

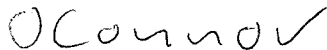
Jack Fosset reported that the Trout Unlimited, together with PA Fish and Boat Commission, completed the Pomeroy Project. The \$70,000.00 improvements project included re-barring of the stream bank to provide a better habitat for trout.

Bob mentioned that he attended Tarah Probst's meeting regarding the PennDOT project. The District held five (5) pre-application meetings and received a significant number of correspondence regarding the fore mentioned I-80 improvements plan. No permits have been issued yet.

Bob Armstrong congratulated Sharon Laverdure for securing a Commissioner reelection, and remaining the County Commissioner on the MCCD board. He also wished a Happy Thanksgiving to all.

**Bob Armstrong adjourned the meeting at 10:47 AM.**

Respectfully submitted,



Iwona O'Connor  
Office Assistant Sr.

**The next MCCD Board of Directors Meeting will be held on Thursday, December 14, 2023, at 10:30 AM at the Stroudsmoor, 257 Stroudsmoor Rd., Stroudsburg, PA 18360.**