



**MONROE COUNTY CONSERVATION DISTRICT BOARD MEETING MINUTES**  
**August 17, 2023**

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

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

**COOPERATING AGENCIES:** Janet Creegan-DEP, Julia Sherer- MCPC

**PUBLIC:** Kristine Bush (Senator Rosemary Brown's Representative,) Paula Heeschen-BWA, and Rodney Stark

Bob Armstrong called the meeting to order at 10:04 AM.

**Public Comment:** None

**Board Meeting Minutes:** Bob Armstrong asked for the approval of the July 20, 2023, Board Meeting Minutes.

A motion was made by Sharon Laverdure, seconded by Roger McFadden to approve July 20, 2023, Board Meeting Minutes. Motion carried.

**EE Report:** The report was provided to the board in their packet. Roger Spotts informed the board that the program is wrapping up summer day camps. He stated that the Bog walks are very popular, averaging fifteen (15) to twenty (20) people in attendance. Roger added that the program received over thirty (30) applications for the available environmental educator position. The interviews will commence next week, and the board members are encouraged to review candidates' resumes and participate in the hiring process. Craig Todd noted that the program's total attendance exceeded fourteen thousand (14,000.)

**Tech Report:** The technical report was provided to the board in their packet. Lori Kerrigan disclosed that in the month of July the District received ten (10) new applications,

issued three (3) individual NPDES permits, processed three (3) complete and three (3) incomplete individual permit applications, and acknowledged one (1) notice of termination. Chapter 105 activities consisted of three (3) new applications received, and three (3) permits acknowledged. Craig Todd requested a report of 2022 and 2023 notice of violation sites including their assessed penalties and the recovery costs. He would like to verify that the fees are adequate in the special protection regions. The board was presented the Solid Waste Complaints referral list with updates from the DEP. It will be discussed at the District's future work session, possibly supplemented with a presence of the representative from the Department. Bob questioned on-site inspection number nine (9) from the report. He was informed that the sites under one (1) acre still require BMPs and an E&S plan. Bob asked for a meaning of CAP acronym. It denotes Corrective Action Plan. Kristina promised to prepare the abbreviations legend for the board. It will include a project review acronyms such as TD1, TR1, and MM (corresponding to technical deficiencies and technical review number one, and minor modification.)

**DGLVR:** John Motz reported that the new technician completed the ESM training, and the DGLVR program will have a QAB meeting soon.

**Watershed Specialist Report:** David Hooker reported that last month he was working on the ACT and CDWS quarterly reports. Jason Smith took the opportunity to thank David for being there and helping the farmers.

Bob Armstrong asked for approval of ACAP- Roger Green Farm.

Roger Green Farm is a beef operation in Kunkletown. The farm scored 65 out of 81 in the ACAP qualifying criteria. The grant contract will help to expand their pasture fencing and ultimately keep cattle out of the stream.

A motion was made by Sharon Laverdure, seconded by Brian Winot, to approve ACAP- Roger Green Farm. Motion carried.

**District Managers Report:** Kristina Heaney provided her report in the board packet. She informed the board that she was working with partnering agencies, planning trainings and educational programs. She complimented Dave and Mike for securing PP&L volunteers for the next tree planting event at the Sand Spring Run. The site is still actively eroding due to a natural condition of spring seeps out of the ground. It seems that at this time rock might be the best solution for this site.

Bob Armstrong asked for approval of County Meal Allowance Alteration.

A motion was made by Brian Winot, seconded by Jason Smith, to approve County Meal Allowance Alteration. Motion carried.

Bob Armstrong asked for approval of projected 2023 Year End and proposed 2024 Budget.

A motion was made by Roger McFadden, seconded by Jason Smith, to approve 2024 Budget. Motion carried.

Bob Armstrong asked for approval of Copier Contract.

A motion was made by Brian Winot, seconded by Craig Todd, to approve TOPS Copier Contract in the amount of \$4,629.00. Motion carried.

Bob Armstrong asked for approval of Storudsmoor Holiday Luncheon Contract up to the amount of \$26.95 per person.

A motion was made by Roger McFadden, seconded by Sharon Laverdure, to approve Stroudsmoor Holiday Luncheon Contract for December 14, 2023. Motion carried.

Bob Armstrong asked for approval of Accepting Credit Cards from Kettle Creek dinner Sponsors for 2023 KCEF Fundraising dinner.

A motion was made by Brian Winot, seconded by Sharon Laverdure, to approve Accepting Credit Cards from Kettle Creek dinner Sponsors for 2023 KCEF Fundraising dinner. Motion carried.

#### **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 July Work Session Minutes.

A motion was made by Sharon Laverdure, seconded by Brian Winot, to approve the July Work Session Minutes.

#### **Financial Report:**

#### **Invoice Lists for August 17, 2023:**

Bob Armstrong requested approval of the August 17, 2023 Invoice List.



A motion was made by Roger McFadden, seconded by Jason Smith to approve the Invoice List for August 17, 2023. Motion carried.

**Balance Sheet as of 7/31/2023:**

Bob Armstrong asked for approval of the Balance Sheet as of 7/31/23.

A motion was made by Roger McFadden, seconded by Brian Winot, to approve the Balance Sheet as of 7/31/2023. Motion carried.

**Cooperating Agency Reports:**

**DEP-Janet Creegan** provided the DEP report in the board packet. She reminded the board that the environmental education grant is now open. The director nomination can be submitted for the next year. The Penn State Extension will also offer a webinar on how to communicate with farmers under stress on August 28 and then repeated on November 16.

**MCPC- Julia Sherer** reported that for the 2023 Water Quality Study, the macron numbers should be ready by the end of the week. They are taking longer due to Monroe County's streams being very diverse.

**Public Comment:**

Paula Heeschen, asked for an update on the warehouse site at Five-Points. Kristina responded that the District initiated compliance and enforcement action and it cannot be discussed at a public meeting at this time.

Craig Todd asked for the Spotted Lanternfly update. Kristina elaborated that the recent drought effected the insect's numbers, hatching and the development. Next year's numbers could be significantly different due to species spread to states of Connecticut, Vermont, New York, New Jersey, Maryland, Ohio and Indiana.

**Bob Armstrong adjourned the meeting at 11:06 AM.**

Respectfully submitted,



Iwona O'Connor  
Office Assistant Sr.

**The next MCCD Board of Directors Meeting will be held on Thursday, September 21, 2023, at 10:00 AM at the Monroe County Conservation District.**