



**MONROE COUNTY CONSERVATION DISTRICT BOARD MEETING MINUTES**  
**December 8, 2022**

**MEMBERS PRESENT:** Bob Armstrong, Sharon Laverdure, Roger McFadden, Craig Todd and Donna Foulk.

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

**Cooperating Agencies:** Jennifer Matthews-NRCS, Janet Creegan-DEP

**PUBLIC:** Paula Heeschen-BWA, Leslie Berger- KCEF, John Woodling- KCEF, Jack Fossett.

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

**Public Comment-** None.

**Board Meeting Minutes:** Bob Armstrong asked for approval of the November 17, 2022 board meeting minutes.

A motion was made by Sharon Laverdure, seconded by Roger McFadden to approve the November 17, 2022 board meeting minutes. Motion carried.

**Tech Report:** Lori Kerrigan provided the technical report in the board packet. She stated that it is a short reporting this month, but there were still four (4) new NPDES permits issued, one (1) decision, a large number of pre-application meetings, sixteen (16) inspections and four (4) complaints in this period of time.

Roger McFadden asked Lori to elaborate on what is involved with an "NOT". Lori explained that the NOT is the Notice of Termination. It is an important process that happens when the five (5) year term is up, and the project is completed. She further explained that it allows storm water BMPs to be discoverable and maintained, if the property changes ownership in the future.

Lori briefed the board that staff met with the planning commission to discuss the 2021 and 2022 water quality study results and reports.

Bob Armstrong asked Lori for an explanation of the line #11 on her report - filling the foundation site. He asked, if he is correct that the non-permitting policy is something similar to under 1 acre. Lori explained that 1 acre is the threshold for an NPDES permit, however, in this instance there wouldn't be a permit required, but only a simple erosion and sediment control plan and a voluntary compliance.

Lori informed the board that the DEP approved Act 167 Brodhead- McMichaels and Tobyhanna storm water management plans on December 2nd requiring municipal adoption by May 2, 2023. This approval provides a model ordinance to the municipalities for ease and consistency of implementation.

Lori continued that she submitted close out of the Grow Greener program. Bob questioned and confirmed the phase one of the first Grow Greener grant's dollar amount of \$72,425.00 which was for designing and permitting and initial studies.

Sharon questioned complaint process. Lori answered that inspection reports are sent to all the responsible parties involved and that they include compliance assistance measures. Kristina added, that if there is a continued non-compliance in a response to the pollution event and/or work without permit, then we pursue an enforcement action. Bob added, that the size of the project, with an example of line #3 in the technical report had thirty-two (32) inspections reports sent. Kristina supplemented it with the example of the Industrial Park, and that it could have seventy or eighty (70 or 80) inspections before it is built out, including quarterly and follow ups. Sharon questioned who complains, Lori and Kristina responded that it could be neighbors, concerned citizens, municipalities, department officials or referrals from the DEP. Roger McFadden questioned if IR1 always gets a second IR. Kristina answered that it may, as need, but most likely yes, and that the Department redirected us to always provide the inspection report regardless of the circumstances.

Bob asked about the two (2) days of the farm and school lessons, which is a part of the Growing Green grant, the closes out in June 2023. Dave and Brittney have been doing year two (2) of this program, and this year they will have an actual, in person, agricultural day. Bob further asked Dave H. for schools' feedback on his lessons and going out to the high school for the Farm to School program. Dave replied that it is good. He thought the school class about what goes into the food, about crops, and the orchard. He explained that overall, it is a great program, and that 22 children attended the farm field trip as well.

**EE Report:** The report was provided to the board in their packet. Roger stated that the EE program is working on maintenance projects including MNC culverts, the bog plant and boardwalk maintenance. He reported that programs fully transitioned from the fall to winter now. The kindergarten bird feeder program will carry through early February with all four (4) school districts. Following the bird feeder program will be maple sugaring.

Nazareth High School visited for a field trip, which was their 2<sup>nd</sup> year of that trip.

The spring school schedule is almost complete as well. Bob questioned scheduling of out of county schools, and if in county schools receive priority. Roger responded that he blocks the schedule to save room for all of the in county schools, and only the remainder of open dates is filled with out of county participants. The biggest scheduling problem EE program is facing happens in May, the perfect field trip weather, and it is when there is a two (2) weeks' time period of tests for 3<sup>rd</sup> and 4<sup>th</sup> grades. Unfortunately schools cannot leave their buildings at this time. The EE program can only work with some younger grades at that time.

Roger reported that EE signed five (5) year contract, for the years 2023-2027, with The Nature Conservancy for the Bog. Its insurance issues were resolved as well.

Bob further questioned the out of county schools, and if they contact us. Roger replied that EE program does not solicit or sends out information to out of county schools or programs. The Bog certainly attracts out of county schools, whom information is discoverable in lots of different ways. Roger asked how many in county schools do not participate in EE programs. Roger clarified that all four (4) of them do, but there are different grade levels in each district. East Stroudsburg has a big 10<sup>th</sup> grade high school program which is unlike any of the other schools. Sharon asked, if the North participates at all and she was informed that the 4<sup>th</sup> grade does.

**District Managers Report:** Kristina Heaney provided her report in the board packet. She informed the board that she will shadow some of technical programs and work on legislative outreach. She emailed the board the schedule for the upcoming February District Board and manager trainings. She informed the board she has three (3) possible candidates interested in the advertised opening for the Farmer Director position. Dave H. added that he sent emails to all on the list from the Farmers Banquet. Kristina informed the board that consequently she will work on the number of annual reports for different entities.

Sharon informed the board that Brian Winot, Bob Armstrong and she were voted or re-nominated on December 7<sup>th</sup> to remain on the MCCD Board.

Bob noted that we have the potential for associate directors with the interested farmer directors.

### **Sub-Committee on Major Projects Committee:**

Craig presented the board with a pictured option of the Kettle Creek Center Entranceway project that committee decided to pursue. He explained the project will consist of change in elevation and will create pond and a water feature out of the existing artisan well at the entrance to the environmental center. It would be a great educational feature. Bob questioned handicapped accessibility for the proposed entrance. Craig replied that this is just a preliminary proposal sketch and a final design will be revised and the grants will be sought after to pay for this project.

Bob asked for the motion to proceed with the design sketch presented. A motion was made by Sharon, seconded by Craig, to proceed. Motion carried.

A motion was made by Roger McFadden, seconded by Craig Todd to approve 2023 camp insurance. It was noted that the cost is \$500.00 and it is the same price as last year. It covers conservation camp, day camp and Kettle Creek for kids, it is an own policy (not county.) Motion carried.

### **Committee Meeting Reports:**

A motion was made by Roger McFadden, seconded by Craig Todd to approve 11/17/22 committee on objectives meeting minutes. Motion carried.

Roger noted that the huge payment on the invoice list was covered through the Growing Greener Grant.

### **Invoice Lists for December 8, 2022:**

A motion was made by Roger McFadden, seconded by Sharron Laverdure, to approve the three (3) pages of invoices list of December 8, 2022. Motion carried.

Donna asked the board for an update on "No- till drill" program. She was briefed that no farmers in this county can afford the required \$2mil minimum insurance to use this drill. The equipment is ready, and was leased to the Conservation District at no cost from the Penn State Extension. Kristina and Dave H. added that no other county requires certificate of insurance for both the conservation district and the county. Bob added that this pasture program should become a hot topic for the next year's board meetings agenda to discuss in more detail with the Commissioners.

### **Balance Sheet as of 11/30/2022:**

Bob questioned the Districts' CD bank accounts rates, which are regularly negotiated by Barbara.

A motion was made by Roger McFadden, seconded by Sharron Laverdure, to approve the balance sheet for 11/30/2022. Motion carried.

### **Cooperating Agency Reports:**

DEP-Janet Creegan supplied the DEP report in the board packet. Janet mentioned that all the meeting dates are listed in there. She reminded everyone that the grant writing webinar is still scheduled for December 16th. Janet asked for the ACAP survey, which was done a while ago. Janet noted that the DEP will work on ACAP delegations next.

NRCS- Jennifer Matthews-supplied her report in the board packet. She informed the board that they started to rank and asses their Equip applications, and that they continue to work on growing greener conservation plans which keep them pretty busy.

**Public Comment:** None

**Bob Armstrong adjourned the meeting at 10:54AM.**

*O'Connor*

Iwona O'Connor  
Office Assistant Sr.

**THE NEXT MCCD BOARD OF DIRECTORS MEETING WILL BE HELD ON THURSDAY,  
January 19, 2023 at 8:00 AM at the Monroe County Conservation District**