



## DISTRICT BOARD MINUTES

February 1, 2011

DELAWARE CO. CONSERVATION DISTRICT  
ROSE TREE PARK - HUNT CLUB  
1521 N. PROVIDENCE ROAD  
MEDIA, PENNSYLVANIA 19063  
(610) 892-9484

The regular meeting of Delaware County Conservation District was held on Tuesday, February 1, 2011 at Rose Tree Park - Hunt Club.

The meeting was called to order by Chair person

Cheryl Graff Tumola at 3 PM. Directors present were: Randy Bates, Elaine Paul Schaefer, Ray Iacobucci, Frank McKee and Joseph Fecondo. Others present were: Edward M. Magargee – District Manager, Michelle Ferri District Technician, Brian Vadino, Watershed Specialist. Also attending were Field Representative Linda Mackey, and District Conservationist NRCS Travis Thomason.

**Call to Order:** Given by Chairperson – Cheryl Graff Tumola

**Approval of Minutes** – On a Motion by Randy Bates and seconded by Elaine Paul Schaefer the minutes of January 11, 2011 were voted upon and approved.

**Audience Comments** – None

### **Correspondence & Announcements** -

PACD – A copy of PACD Monthly report was included in the meeting packet.

**Motion Request** – To file all bank statements for audit. Motion was made by Randy Bates and seconded by Frank McKee and approved. A complete copy of these statements will be attached to the official minutes

**Motion Request** – The following motion was not part of the printed agenda. A motion was made by Frank McKee to pay annual dues of \$275.00 to the Southeastern Pennsylvania Resource Conservation and Development Council. The motion was seconded by Elaine Paul Schaefer. The motion was voted upon and approved without any negative votes or abstentions.

**Motion Request** – The previously approved mini-grant for Sharon Hill Home and School has been completed, and they are requesting reimbursement for the full awarded grant amount of \$500.00. On a motion by Frank McKee and seconded by Elaine Paul Schaefer it was agreed to reimburse Sharon Hill Home and School \$500.00. There were no negative votes or abstentions.

**Old Business**

**Staffing Issues** – Ed Magargee noted that he was given permission to interview Kevin Boyle for the Conservation District Technician position. This was completed on January 18, 2011. We are now waiting to hear from Personnel on how to proceed. All applicants were sent an e-mail informing them of the status of the hiring process. As for the Office Manager position I have not received a response to my request to fill this vacancy. Ed Magargee noted that he would contact Marianne Grace to check on the status of this request.

**Investment Policy – Implementation** – In a letter from Michael Matozzo, Chief Financial Officer for United Savings Bank. They have agreed to assign the security of a \$1,000,000.00 Federal Home Loan Bond (Maturity Date 8/23/2012) as additional deposit assurance. The Security has been marked on the books of United Savings Bank as assigned for our benefit. Frank McKee noted that he was on the Advisory Board for the Bank. The board had additional questions. Ed Magargee will address these questions to Chad McGroarty, and copy Directors. This issue will be voted on at our next meeting.

**Telephone and Associated Services** – Following up on a recommendation from Director Randy Bates the features of RingCentral.com were discussed with the County's Office of Telecommunication. The needs of the Department are being evaluated to determine what possible improvements could be made to our phone system.

**New Business**

**Minutes Distribution** - A discussion was held as a follow-up to some of our strategic planning discussions at the January meeting. Linda Mackey was asked to research any official requirements for minutes. It was agreed that minutes should not be distributed until after they have been officially voted upon and approved. The concept of utilizing the minutes as a public relations tool for increasing awareness of our activities by groups such as cooperating agencies and nominating organizations was debated. This issue will be finalized at our next meeting.

**Conservation Planting Trailer Upgrades to a Vehicle –Southeastern PA. R.C.&D.** – Ed Magargee announced that this project has been funded with a growing greener grant. In addition since the S.E. PA. R.C.&D. qualified for the Circle of Diamonds we received an addition \$7,700.00 which we intend to use to switch from a trailer to a small box truck. The truck will be filled with tools for as many types of volunteer Conservation Projects as possible. It may be something that the Conservation District would like to be added as sponsor. Joe Fecondo suggested that the regional County Farm Bureaus should also be contacted.

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**Report from Cooperating Agencies** – Linda Mackey, DEP Field Representative report is attached for review. Travis Thomason, USDA/NRCS report attached for review.

**Conservation District Manager's Report & Staff Reports** - Edward Magargee, Michelle Ferri submitted written reports detailing their activities for the past month. A complete copy of these reports will be attached to the official minutes. Brian Vadino Watershed Specialist written report is also attached.

**Erosion & Sediment Control Plan Reviews - Attached**

**Individual Request for Assistance-** None

**Next Meeting:** March 1, 2011

**Adjournment-** 4:30 PM