

DISTRICT BOARD MINUTES

February 3, 2015

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



DELAWARE COUNTY
CONSERVATION
DISTRICT

Organized January 28, 1970

The regular meeting of Delaware County Conservation District was held on Tuesday, February 03, 2015 at Rose Tree Park - Hunt Club. The meeting was called to order by Chairperson – Cheryl Graff-Tumola at 3 PM. Additional directors

present were: Robert Bernhardt, Elaine Schaefer, Ray Iacobucci, Frank McKee and Joseph Fecondo via teleconference. Others present were: Edward M. Magargee – District Manager, Giana Martin – Office Manager, Michelle Wheeler – District Technician, Kevin Boyle – District Technician, Brian Vadino – Watershed Specialist, and Beth Sassaman - NRCS.

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

Approval of Minutes – On a Motion by Elaine Schaefer and seconded by Raymond Iacobucci the minutes of January 13, 2015 were voted on and approved.

Audience Comments – Mr. Hunt discussed different walnuts that were collected at Linvilla Orchards.

Correspondence & Announcements -

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

Motion Request – By Frank McKee and seconded by Robert Bernhardt to file the bank statements that were discussed at the January meeting. The motion was voted on and approved without any negative votes.

Motion Request – By Frank McKee and seconded by Robert Bernhardt to pay Annual Dues to the Southeastern Pa. Resource Conservation and Development Council of \$275.00. The motion was voted on and approved without any negative votes.

Motion Request – By Frank McKee and seconded by Robert Bernhardt to authorize supply purchase support for both DCVA and CRC Stream clean-ups up to \$250.00 each. The motion was voted on and approved without any negative votes.

Checks for Signature: Rogues Hollow Productions – Website Design \$2,200.00, Aston Township – Tree Vitalize \$6,459.60, Garrett Williamson Foundation – Tree Vitalize \$8,360.01, Norwood Borough – Tree Vitalize \$2,190.45, Middletown Township – Tree Vitalize \$4,698.80, Swarthmore College – Tree Vitalize \$7,214.70, Chester City – Tree Vitalize \$3,729.98, Collingdale Borough – Tree Vitalize \$1,066.25, EDCSWC – Tree Vitalize \$1,099.68, P.H.S. – Tree Vitalize (Over Payment) \$2,153.05.

Old Business

Web Site – The staff had a teleconference with the web developer to learn how to update the website as necessary. Each staff member will be working with Ed individually to learn how to do this.

Discussion on Reserve Accounts – Ed initially worked up a budget that included \$220,000 for the Clean Water Fund and \$100,00 for the Affiliate fund to be on “Reserve” in their respective accounts. Those amounts included the previously approved amounts of \$15,000 for the purchase of a used 4x4 vehicle, the \$20,000 cash match for the Glen Providence Park Pond grant and the \$18,238 for the PUC Block Grant that is committed to the County via annual Budget Process. It was discussed that those amount may be too high, to set aside as reserve. Frank suggested cutting the total of \$320,000 in half and putting a total of \$160,000 on reserve to be split between the Clean Water Fund and Affiliate fund. In addition to this, at the January meeting Cheryl request Ed come up with a list of potential projects to improve administration and operation (included in official minute package). The board agreed that all 5 items were legitimates potential expenses to research and that the items listed in #3 Office Upgrade (New public water fountain, hot water supply for bathroom sinks and repair of shelving unit for incoming plans) and #4 (replace stand-alone computer, install wireless network, purchase new projector, explore on-line back-up and install battery back-up) were necessities and requested Ed put together a budget request to move forward with those items.

County MS-4 Annual Report – Ed let the board know that the progress report was submitted on time, January 29th, 2015 to SERO/DEP.

New Business

NRCS / District Cooperative Working Agreement – Beth Sassaman discussed the working agreement, specifically the civil rights section of the agreement.

Tree Vitalize – Advanced Payments - Brian Vadino was approached by Norwood Borough requesting advanced payment of their 2015 Tree Vitalize grant. Their proposal was to complete half of the proposed work, and submit request for that portion to be reimbursed in an effort to off-set the upfront costs required to complete the second half of the project. The board felt that this wasn't a decision that could be made, as it is part of the Tree Vitalize Grant program offered by PHS. Mr. Hunt suggested the possibility that DCVA may be able to assist them with this issue, Brian will put Norwood Borough Shade Tree Commission in contact with DCVA.

Envirothon Funding Solicitation – Approval to Proceed - *MOTION REQUEST*
By Robert Bernhardt and seconded by Raymond Iacobucci for Ed to proceed with soliciting donations for the 2015 Envirothon. The motion was voted on and approved without any negative votes.

Report from Cooperating Agencies – Linda Mackey – DEP, Field Representative, and Beth Sassaman – NRCS, a complete copy of this report will be attached to the official minutes.

Conservation District Manager's Report & Staff Reports - Edward Magargee, Michelle Wheeler, Kevin Boyle and Brian Vadino submitted written reports detailing their activities for the past month. A complete copy of these reports will be attached to the official minutes.

Erosion & Sediment Control Plan Reviews - Attached

Individual Request for Assistance- None

Next Meeting: March 3, 2015

Adjournment- 4:30 p.m