

DISTRICT BOARD MINUTES

March 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, March 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, Colleen Morrone and Wayne Megill. 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 Linda Mackey - DEP.

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

Approval of Minutes – On a Motion by Elaine Schaefer and seconded by Wayne Megill the minutes of February 3, 2015 were voted on and approved.

Audience Comments – None

Correspondence & Announcements -

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

Motion Request – By Elaine Schaefer and seconded by Robert Bernhardt to file all bank statements for January. The motion was voted on and approved without any negative votes.

Checks for Signature: 1: to reimburse Petty Cash - \$950 transfer from Affiliate Checking to Petty Cash Account.

Old Business

Follow-up Discussion on Reserve Accounts

- a. Affiliate Account - \$50,000 on reserve in this account
- b. Cleanwater Account - \$100,000 on reserve in this account

Computer (Stand Alone – Upgrades) Proposal – Ed received a quote from Computer & Network Paramedics in Springfield Delaware County to replace the stand alone computer with a laptop and also all the required set-up involved. ***MOTION REQUEST*** by Robert Bernhardt and seconded by Wayne Megill to approve this proposal. A check was signed for \$1,091.47 – 50% of the invoice total (minus sales tax). The motion was voted on and approved without any negative votes.

Water Fountain / Hot Water Restrooms – Ed spoke with Marc Manfre, the director of Parks and Recreation in regard to this issue. Marc contacted Nichols who came out and replaced the water fountain. They also installed a new hot water heater, which did not alleviate the issue, now they are looking into possibly install “point of use” tanks in each of the bathrooms.

Bookkeeper / Accountant Consultant – Elaine Schaefer will send over a referral of someone who may be able to assist with this.

New Business

Investigate purchasing equipment to film YouTube videos for educational purposes

Ed would like to look into the costs associated with purchasing items such as a camera, tripod, microphone and software to allow the District to be able to film educational YouTube Videos. The board members present agreed that this could be beneficial. Ed will work on gathering quotes.

Hiring Freeze for State Employees by Governor Wolf – This is causing some coordination issues with DEP, as they aren’t able to fill vacant positions. This is also resulting in things getting lost at the Southeast Regional Office.

Report from Cooperating Agencies – Linda Mackey – DEP, Field Representative, 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: April 7, 2015

Adjournment- 4:30 p.m