



**DELAWARE COUNTY  
CONSERVATION DISTRICT**

1521 N. Providence Road | Rose Tree Park – Hunt Club  
Media, Pennsylvania 19063

(610) 892-9484 | delcocd.org

**BOARD OF DIRECTORS**

Cheryl Graff Tumola *Chairperson*  
Raymond Iacobucci *Vice Chair*  
Randy Bates *Secretary / Treasurer*  
Elaine Schaefer *Council*  
Wayne Megill, Jr.  
Steve Linvill  
Steven Beckley  
Vincent Pennoni

**BOARD OF DIRECTORS MEETING AGENDA**

- Meeting Date:** Tuesday, November 12, 2024
- Place:** Rose Tree Park – Hunt Club
- Time:** 3:30 PM
- Call to Order:** Cheryl Graff Tumola, Chair
- Approval of Minutes:** Approval of minutes from October 1, 2024
- Audience Comments**
- Correspondence & Announcements:** PACD Monthly Report
- Motion Request:** To file all bank statements for audit:

<b>I. Affiliate Fund Money Market (9/30/2024)</b> .....	<b>\$ 662,658.60</b>
Checks in Excess of \$200.00 - (United Savings)	
1. 9/13/24 – Delaware County Conservation District ACAP.....	\$1,646.78
2. 9/13/24 – Delaware County Conservation District LVR.....	\$43,169.50
3. 9/16/24 – Treasurer of Delaware County.....	\$4,969.60
<b>II. Affiliate Fund Checking (9/30/2024)</b> .....	<b>\$ 8,515.45</b>
Checks in Excess of \$200.00 – (United Savings)	
1. 9/9/24 – Friends of Little Crum Creek Park.....	\$500.00
2. 9/17/24 – Ari Milillo (cell phone stipend).....	\$240.00
3. 9/16/24 – Chris Cook (mileage reimb.).....	\$350.97
<b>III. Cleanwater Fund Money Market (7/31/2024)</b> .....	<b>\$ 710,399.53</b>
Checks in Excess of \$200.00 – (United Savings)	
1. None	
<b>IV. Petty Cash Account Checking (9/30/2024)</b> .....	<b>\$ 1,050.86</b>
Checks in Excess of \$200.00 – (United Savings)	
1. 9/7/24 – Days Inn by Wyndham (LVR Training).....	\$379.62
<b>V. LVR Program (9/30/2024)</b> .....	<b>\$ 40,310.88</b>
Checks in Excess of \$200.00 – (United Savings)	
1. None	
<b>VI. ACAP Program (9/30/2024)</b> .....	<b>\$ 56,030.96</b>
Checks in Excess of \$200.00 – (United Savings)	
1. 9/20/24 – Chester County Conservation District.....	\$2,323.57

**TOTAL**                     \$ 1,478,966.28

**Motion Request:** To approve the transfer of an ACAP quarterly reimbursement in the amount of \$45,142.40 from Affiliate Fund Money Market to ACAP account

**Motion Request:** To approve the following transfers to the Treasurer of Delaware County:

- \$3,632.99 from Affiliate Money Market to Treasurer of Delaware County for CDFAP Manager & Technician reimbursement
- \$22,803.75 from Affiliate Money Market to Treasurer of Delaware County for two Conservation District Watershed Specialist quarterly reimbursements

**Motion Request:** To approve the submittal of a DEP Environmental Education Mini-grant in the amount of \$5,000 with a District in-kind match of \$500 in support of the 2026 Annual Sustainability Conference

**Motion Request:** To approve the following Emergency Review fees for deposit:

Brookside Road, Springfield.....	\$200.00
Darlington Farms, LLC, Middletown.....	\$1,000.00

**Old Business**

1. Streamlining Permits for Economic Expansion and Development (SPEED) Act
2. Hybrid work policy – to be reviewed by HR
3. Lawn conversion at Rose Tree Park
4. Meetings with County Architect – office renovations

**New Business**

1. Introduction of Conservation Technicians, Jordan Lambe and Stuart O’Riordan
2. 2023 Audit – Draft received from Chris Reynolds
3. Discussion and request for approval to change District Board composition from five Public Directors, three Farm Directors, and one Council member to six Public Directors, two Farm Directors, and one Council member (**Motion Requested**)

**Reports from Cooperating Agencies**

1. USDA NRCS – Wes Neal
2. DEP Field Representative – Shannon Davis

**District Manager's Report**

Karen Wilwol

**Conservation District Staff Reports**

1. Michelle Wheeler, Permitting Manager
2. Carmen Swygart, Conservation Technician
3. Jordan Lambe, Conservation Technician
4. Stuart O’Riordan, Conservation Technician
5. Chris Cook, Watershed Specialist
6. Ed Magargee, Part-time Plan Reviewer

**Erosion & Sediment Control Plan Reviews**

**Individual Requests for Assistance:** None

**Next Meeting:** December 3, 2024

**Adjournment:** 4:30 PM