



**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, December 3, 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 November 12, 2024
Audience Comments
Correspondence & Announcements: PACD Monthly Report
Motion Request: To file all bank statements for audit:

I. Affiliate Fund Money Market (10/31/2024)	\$ 578,199.77
Checks in Excess of \$200.00 - (United Savings)	
1. 10/2/24 – Delaware County Conservation District LVR.....	\$43,491.50
2. 10/2/24 – Delaware County Conservation District LVR.....	\$43,169.50
II. Affiliate Fund Checking (10/31/2024)	\$ 6,668.21
Checks in Excess of \$200.00 – (United Savings)	
1. 10/2/24 – Karen Wilwol (Lodging/meals for Mgmt. Summit).....	\$464.71
2. 10/15/24 – Transition Town Greater Media (Mini-Grant).....	\$491.17
III. Clean Water Fund Money Market (10/31/2024)	\$ 713,102.40
Checks in Excess of \$200.00 – (United Savings)	
1. None	
IV. Petty Cash Account Checking (10/31/2024)	\$ 731.82
Checks in Excess of \$200.00 – (United Savings)	
1. 10/18/24 – Holiday Inn Exp (LVR Training).....	\$281.94
V. LVR Program (10/31/2024)	\$ 126,977.15
Checks in Excess of \$200.00 – (United Savings)	
1. None	
VI. ACAP Program (9/30/2024; no October activity)	\$ 56,030.96
Checks in Excess of \$200.00 – (United Savings)	
1. 9/20/24 – Chester County Conservation District.....	\$2,323.57
TOTAL	<u>\$ 1,481,710.31</u>

Motion Request: To reimburse Chester County Conservation District for ACAP assistance in the amount of \$1,794.95

Motion Request: To issue payment to the Treasurer of Delaware County in the amount of \$1,658.02 for DCCD ACAP admin time

Motion Request: To issue payment to the Treasurer of Delaware County in the amount of \$34,500.00 from Clean Water Fund for positions added in 2024

Motion Request: To approve 2023 Audit as prepared by Christopher Reynolds and file as required with County and State

Motion Request: To issue payment to Beucler, Kelly, & Irwin, Ltd. in the amount of \$2,200.00 for annual accounting services

Motion Request: To transfer \$2,000 from Affiliate Checking to Petty Cash

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

1. Park Mount Road, Middletown.....\$200.00
2. The Agnes Irwin School Carter Field Project, Radnor.....\$900.00
3. 60 West Avenue, Radnor.....\$900.00

Old Business

1. Hybrid work policy – under review by HR
2. Board of Directors composition change
3. Lawn conversion workshop at Rose Tree Park

New Business

1. Prospect Park Borough planting at Moore’s Lake Park
2. Approval of 2025 meeting schedule
3. 2025 Annual Work Program Draft
4. Fall 2024 Mini-Grant Applications (**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: January 7, 2025 (*pending approval of 2025 meeting schedule*)

Adjournment: 4:30 PM