

Upper Delaware Council  
**OPERATIONS COMMITTEE MEETING MINUTES**  
**May 25, 2010**

Committee Members Present: Roeder, Niflot, Rando, Richardson, Rajsz  
NPS Partner: McGuinness  
Staff: Soete, Coney, Ramie  
Guests: D. Keesler

The UDC's Operations Committee held its monthly meeting on Tuesday, May 25, 2010 at the Council office in Narrowsburg, NY. Chairperson Harold Roeder Jr. called the meeting to order at 6:37 p.m. A motion by Rajsz seconded by Niflot to approve the April 27 meeting minutes was carried. There was no public comment on the agenda.

**PR/Fund Raising Specialist's Report:** Ramie noted a quote from Lander's for the annual UDC family raft trip was received for the proposed trip from Skinners Falls to Ten Mile River. The committee reviewed the quote and on motion by Richardson seconded by Rajsz it was approved to accept the quote.

Ramie reviewed the state grant projects she is administering. The current grant deadline is Aug. 31 and the following towns need to complete their project and request payment: Fremont, Cohecton, Tusten, Highland, Deerpark. She is still waiting for the contract from NYS DEC on the next round of grants. She was informed on May 7 that the contract is still being reviewed.

Ramie said her and Rich Eagen took over Sandy Schultz's tasks since she retired relative to planning and implementation of the Upper Delaware days that's part of the Delaware River Sojourn. The Day Plans for the Upper Delaware section are posted on the website, [www.delawareriversojourn.org](http://www.delawareriversojourn.org). Registration for the Sojourn is now open and there is an early registration savings of \$10 up to June 4. The Sojourn Steering Committee will meet again June 1 and 15 and the Sojourn begins on June 20 in the Upper Delaware Scenic and Recreational River. The honorees for Lord High Admiral in the Upper Delaware are Sullivan County Planning Commissioner Luiz Aragon and the Catskill Mountainkeeper organization.

The Upper Delaware Scenic Byway group is working to advance the visitors center location at the county-owned Fort Delaware property in Narrowsburg. A Memorandum of Agreement has been undertaken with the County of Sullivan; proposals are out for a feasibility study for work at the site and site visits are offered, one done May 20 and another scheduled for June 4.

Ramie will staff a UDC information booth, shared with the Delaware River Basin Commission, at the July 25 Narrowsburg RiverFest.

**Executive Director's Report:** No report at this time.

Rajsz noted for the minutes that the Personnel Subcommittee had requested Douglass to do certain tasks. They're requesting that again.

### **Old Business**

**Decision on Employee Health Insurance Plan:** The committee discussed with staff the group health insurance choices. The current policy will be continued using a generic drug plan.

### **New Business**

**Summary of pending bills / financial statements:** The committee reviewed the bills to be paid. A motion by Rajsz seconded by Richardson to approve the bills for payment was carried. The financial statements for period ended 4-30-2010 were handed out for review.

**Federal Funding for May:** Coney reported the federal funding for May was received May 10.

**Cost Quote from Bookkeeper, additional tasks:** Coney handed out the quote from the UDC's bookkeeper relative to additional tasks required under the new financial arrangements for the NPS-UDC Cooperative Agreement. The committee issued a cap to the per hour cost which Coney will discuss with the bookkeeper and notify the committee of the results.

**UDC Support Services for the Upper Delaware Scenic Byway, Inc.:** Ramie handed out a fact sheet on the current services being performed by UDC for the non-profit registered Upper Delaware Scenic Byway, Inc. There was lengthy discussion on the parameters whereby this support service could be continued using federal dollars. The Byway has made small donations to the UDC for its assistance. There was a motion by Richardson seconded by Rajszyk requesting the UDC issue a support letter to the NPS-Upper Delaware Superintendent that the current partnership/assistance with the Upper Delaware Scenic Byway continue as it's a project that has evolved after the *River Management Plan* was established and the Byway activities do enhance some of the mandated work of the Council. The motion was carried.

**Draft FY 2011 Committee Work Plan:** The committee was provided with a draft FY 2011 work plan for their review and comment. The work plan will be finalized at the June committee meeting. The committee requested that Douglass be informed to set up a meeting with NYS Senator John Bonacic to discuss concerns relative to state grants.

**Draft FY 2011 Council Budget:** The budget was not available at this time. Richardson and others felt that something should have been made available to the committee given the July 15 deadline for deliverance to National Park Service. It was suggested that the draft budget be mailed and emailed to the committee as soon as Douglass completes it.

**Re-allocation of FY 2010 funding:** The committee provided staff with some of their suggestions for use of FY 2010 re-allocated funds under the TAG Program.

**Public Comment** None

**Adjournment** A motion by Richardson seconded by Rajszyk to adjourn the meeting at 8:08 p.m. was carried.

Carol Coney, Office Manager