

Upper Delaware Council  
**OPERATIONS COMMITTEE MEETING MINUTES**  
**Sept. 22, 2009**

Committee Members Present: Fluhr, Roeder, Bowers, Richardson, Wieland, Niflot, Carr  
NPS Partner: Martinez  
Staff: Douglass, Soete, Coney, Ramie  
Guests: F. Peckham, D. Keesler, S. Schultz, H. Green, N. Rajszyk, W. Pammer,  
P. Hindes

The Committee Chairperson George J. Fluhr called the meeting to order at 6:35 p.m. A motion by Wieland seconded by Bowers to approve the Aug. 25 meeting minutes was carried. There was no public comment on the agenda.

**PR/Fund Raising Specialist's Report:** Laurie Ramie reviewed her written report handed out. Ramie reported the NYS grant M070082 is almost completed. We are waiting for final state reimbursement checks including the UDC's final administrative payment. A check from the state was received in the amount of \$22.06 relative to this grant under a new policy that the state will issue interest checks when their payment return exceeds 30 days.

An executed contract for NYS grant M080103 was received on Sept. 18 based on UDC's Feb. 23 submission of the draft agreement. A letter to the eight NYS towns has been issued to commence with their projects. This grant's deadline is Aug. 31, 2010.

The Council's fall/winter newsletter, *The Upper Delaware*, was mailed out Sept. 3. The bookkeeper inadvertently neglected to replenish the postage account at the Callicoon Post Office so the newsletters could be mailed, but he came to work and issued that check upon notification of the problem. Douglass mentioned that past NPS Superintendent John Hutzky sent a note to Ramie saying good job on the newsletter relative to the difficult subject of natural gas drilling/exploration. The next editions of the newsletter will be Spring/Summer 2010 out on April 1 and Fall/Winter 2010 out Sept. 1. The newsletters are also posted on the UDC's website, [www.upperdelawarecouncil.org](http://www.upperdelawarecouncil.org).

The Council office is being used to store the newly printed Upper Delaware Scenic Byway's placemats. The placemats are available free to dining establishments and organizations that host public meals. Contact to the Byway can be made through its website at [www.upperdelawarescenicbyway.org](http://www.upperdelawarescenicbyway.org).

**Executive Director's Report:** Bill Douglass handed out his written report. He noted that the contracts for the FY 2009 Technical Assistance Grants will be mailed to the grant recipients on Sept. 30. The NPS-UDC Cooperative Agreement documents are still on track. The FY 2009 audit will take place in November and the date will be confirmed soon by the auditor.

### **Old Business**

**Draft UDC Conference Room Use Policy:** At the request of the committee, Coney provided a draft Conference Room Policy. The committee made some amendments but also some questions still remained. A Building Use Subcommittee was appointed resulting in the following: Wieland to investigate fire codes; Shafer to review ADA compatibility; and Coney will have the Council's attorney review the material. A report will be made to the Operations Committee.

### **New Business**

**Summary of pending bills / financial statements:** The committee reviewed the summary of pending bills. Douglass noted that the Town of Tusten's TAG 2007-08 was inadvertently left off last month's abstract of bills. The project has been completed and already approved for payment by the Project Review Committee. He requested addition of this expense (\$1,515) to the summary of bills. A motion by Wieland seconded by Bowers to approve the amended bills for payment was carried.

The financial statements for period ended Aug. 31 were handed out for committee review.

**NPS Report:** NPS Supt. Martinez referenced the *River Reporter* news clip that was handed out. He said he'll be leaving the area on Oct. 23 to take a Superintendent's position in Virginia closer to home and family. He noted that he wanted to make his announcement at each of the committee meetings so everyone would know his plans. He thanked Asst. Supt. Sandy Schultz for her guidance while he was in the River valley and also to everyone else who has worked with him to protect the resource. We didn't agree all the time, he said, but we had mutual respect. I'll miss it here.

A notice of the upcoming Common Waters Forum was handed out. The forum will be held on Oct. 29 at the Riverview Inn in Matamoras, PA. There will be community dialog on the importance of the Delaware River as a common regional resource. For information go to their website, [www.commonwaterspartnership.org](http://www.commonwaterspartnership.org).

Also handed out was the GOPARKS newsletter concerning the Ken Burns documentary "The National Parks: America's Best Idea." The program will be aired on PBS television stations beginning Sept. 27, 2009.

Fluhr offered to Martinez that on behalf of the Upper Delaware Council he thanked him for his dedication to the resource while here in the valley. This area has been blessed with excellent NPS superintendents and you added to that tradition. Good luck in the future.

**New Berlin Township Representative Appointed:** Fluhr announced to the committee that the Council received word from PA member, Berlin Township, that Representative Andy Dean has resigned and that the Alternate, Lillian Russell, has been appointed to the Representative's position.

**UDC Bylaws Subcommittee Amendment Proposal (referred from UDC Sept. 3):** The committee discussed the Bylaws amendment as proposed by the Bylaws Subcommittee that was handed out at the Sept. 3 UDC meeting and referred to committee. There was discussion on the intent of the amendment, to offer comment in a timely fashion on issues that have deadlines prior to the Council meeting. This procedure was followed in the past and the amendment was to formalize the process. A motion by Richardson seconded by Bowers to approve sending the amendment back to the UDC for a final vote was carried.

**UDC Building Subcommittee Report:** Richardson provided the committee with a report from the Building Subcommittee relative to roof leak, furnace work, and carpet cleaning that was managed by Coney and the work has been completed to satisfaction.

**Public Comment** None

**Adjournment** A motion by Bowers seconded by Roeder to adjourn the meeting at 7:28 p.m. was carried.

Carol Coney, Office Manager