



Eastern PA Coalition for Abandoned Mine Reclamation

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January 2019 Progress Report

Project Coordination

Harry E. Breaker Swoyersville Bank Reclamation PA AML Pilot Project

- Talked with Bernie Walko and Gerard Schmidt-PA DEP BAMR, about how Keystone Reclamation should develop their invoice and submit it to EPCAMR; Worked on and completed 1st Invoice for **\$154,950** and Progress Report from July through December 2018 to submit to PA DEP BAMR; Work on the mobilization could only begin in December 2018 by Keystone Reclamation, once they had approvals from the PA DEP Pottsville District Mining Office and the two public informational meetings with the Swoyersville community were held; Coordinated with Matt Cochran-Keystone Reclamation to straighten out their Invoice and Narrative Report; Visited the project site to take photos and visually inspect the construction of the access road off Main Street, rock-lined swales, and mobilization area for the equipment to send down with the Progress Report and forwarded them to Staff

Growboxx Food by Youth, Reclaiming Our Backyards in the Coalfields

- Prepared a Comprehensive Summary Report and submitted it to Claudia Meglin and Pam Campbell ISI, Inc. to wrap up our work and coordination on the project and film through December 2018 and copied the EPCAMR Staff working on the project; Participated in a conference call with Claudia Meglin-Program Officer with ISI, Inc. to follow up on the submitted report and to discuss answering a few evaluation questions on the progress being made to date on the project for the Mental Insight Foundation before the end of January; Discussed next steps for the Winter/Spring 2019 on the project and the film; Forwarded the questions to Denise and Laura to assist in answering and followed up with Liz Masi-Environmental Education Coordinator at The Graham Academy to request a brief summary of the plantings that had occurred at the elementary center and the high school with her students; Followed up with Hannah Buckley in Mt. Carmel to let her know that ISI, Inc. and EPCAMR are working on securing additional funding to support their efforts in the Western Middle Coalfields in a similar fashion like we are in the Northern Coalfields; Sent around some planting resources and e-books placed on our shared drive to the EPCAMR Staff that was ordered to support the project; Received the Summary Report from Liz Masi-The Graham Academy and prepared EPCAMR's Summary Evaluation Report for Claudia Meglin and Pam Campbell-ISI, Inc. and forwarded it to them along with a few photos for inclusion with her report to the Mental Insight Foundation at the end of the month on all of our collective progress and early successes

Mocanaqua AMD Mine Pool Consumptive Use Feasibility Study Project

- Worked on 4TH Quarter Progress Report with Mike to submit to SRBC; Received the December 27th lab sampling data results from Hawk Mountain Labs from the Mocanaqua AMD Tunnel and input the data into the Water Quality database; Worked with Denise to complete the Mocanaqua Phase I and Phase II 4th Quarter Invoices to submit to SRBC; Provided SRBC with the most updated Water Quality database of our continuous monitoring efforts; Mailed Aaron Bierly-PA DCNR Senior Geologic Scientist the box of rocks to identify rock lithology from within the Black Creek watershed that was buried several dozen feet below the surface at the location of BH3 near Stump's Lake; Forwarded Aaron the Black Creek Geologic Open Report from the USGS; Aaron provided EPCAMR with a brief narrative Lithology Report on the types of rocks, cobble, and gravel pulled from BH3 during the air rotary drilling process that will be included in the State Forest Research Agreement Report; Reviewed file types of the Mocanaqua Mine Pools in 3D in ArcGIS Pro with Mike; Sent Pierre down some of the datalogger readings from last year in the Fall; Coordinated with Tom Clark-SRBC to see if he can make it up on 1-28-19 to sample with the Staff down in the project area to grab a Ferrous and TOC sample at the Mocanaqua Tunnel and to use the Kemmerer Bottle to get a depth integrated sampling of BH 1; Tom wasn't able to make it up this month so the EPCAMR Staff performed its routine sampling on 1-28-19 and mailed off the samples to Mahaffey Labs and coordinated a pickup by Hawk Mountain Labs; Requested 4 sets of additional sample bottles from Hawk Mountain Labs since EPCAMR ran out of bottles following this month's sampling event; Discussed with Tom Clark some of the flow results from the sampling event taken

Upper Toby Creek Coldwater Conservation Plan Project

- Conducted two days of field reconnaissance with Tom Mayka, Stormwater Manager for the Dallas Area Municipal Authority (DAMA), who is a partner on our project, providing EPCAMR with accurate location points being identified throughout the watershed at culverts, bridges, streambank areas with erosion problems, potential restoration sites, stormwater infrastructure issues, potential fishery improvement areas, potential stream monitoring points, potential riparian planting areas, and potential electroshocking sections of the creek and tributaries, with his GeoX7 Trimble GPS unit; Tom provided EPCAMR with GPS data files of the locations that were gathered in the field during the month of January; Completed two descriptive documents that were transcribed from the field notes and forwarded to Tom, John Levitsky-Luzerne Conservation District Watershed Specialist, and EPCAMR Staff; Described photos taken in the watershed in the document; The areas focused on for the two days were the unnamed tributaries to Toby Creek and Trout Brook to its headwaters along Lower Demunds Road on the northwest side of the watershed; Talked with John Levitsky about potential projects in the Upper Toby Creek watershed; John Levitsky was able to obtain permission for EPCAMR to check the unnamed tributary coming from private land east of Wyoming Road; Dr. Matt Hennessey from Dallas Veterinary Clinic owns the property; John is working on contacting the Friedman Farm to get access for assessment and plant riparian zones, but hasn't heard back from them; John referenced an unnamed tributary that comes from the southeast off Wyoming Road that wraps around north and south of Wyoming Road against Abraham Creek that could use an assessment

Technical Assistance

- Talked with Jim Vorhees, a developer, originally from Seattle, WA, interested in sitting down with EPCAMR in the Spring 2019 to discuss solar projects on abandoned mine lands in PA; He wants to look at areas in Luzerne, Schuylkill, and other counties with abandoned mine lands that are either already reclaimed or in need of reclamation for development; He is interested in developing long-term lease agreements with landowners; He informed EPCAMR that viable solar generation projects on abandoned mine lands in the 70 acre range can produce 1MW for every 10 acres; On 100-200 acre abandoned mine lands, his company can produce 20-40 MWs
- Provided AML Statistics to Eric Cavazza-PA DEP BAMR, to provide to Ryan Ellis-IMCC for the new Congressional Legislative Districts in PA for Congressman Cartwright and GT Thompson; Asked Eric to talk to PA DEP Staff to come up with a current cost of reclamation per acre and a way to estimate the costs of water treatment of AMD per gallon since the figures being used are nearly a decade old
- Provided a Letter of Support to Liz Rosser-PSU Extension Master Watershed Stewardship Program Coordinator for the PA Riverfront Parks Committee, who proposed a PA American Water Camp for underserved youth in the Wyoming Valley to the PA DEP Environmental Education Grant Program; EPCAMR will lead an AMD Tie-Dye Workshop for the youth and provide an education tour of the Askam Maelstrom Oxidizer AMD Treatment System in Hanover Township, PA to teach them about AMD and watershed restoration efforts of EPCAMR and EC
- Signed up for the Non-Profit Brownfields Coalition of the NE ([BCONE](#)) to become a free affiliate member at the request of EPCAMR Board member Leigh Ann T. Henry
- Provided a Letter of Support to Janet Sweeney-Vice President of PEC NE Office, for their PA DEP Environmental Education Grant to have the PA Organization of Watershed & Rivers (POWR) convene several watershed meetings throughout the NE Region to network, partner, and determine needs of the groups
- Provided Ray Clarke-Chairman/Treasurer-Huber Breaker Preservation Society (HBPS) with some grant support for their PA DCED project at the Huber Miner's Memorial Park Reclamation in Ashley, PA and forwarded off some insurance documentation to the Society's insurance carrier for 2019; HBPS are in need of a letter to update PA DCED on the project and a reason for a request for an extension of time to complete aspects of the construction projects within the park, should they not be able to complete them by June 30, 2019; Worked up an outline of issues that Ray will need to bring to the attention of the HPBS Board on February 4th, that will need discussion and actions taken before the 28th of February
- Provided Mike with Brian Bradley's PA DEP BAMR presentation from the MRAB on the list of reclamation and AMD Projects and their status/funding across PA
- Provided Scott Brady, Stanley Cooper Chapter TU President with contact information for John Levitsky, Luzerne Conservation District Watershed Specialist to discuss becoming a partner on a small dam removal at The Lands at Hillside Farms (TLHSF) on Huntsville Creek; Scott is interested in having the Chapter do a casting instruction workshop and had followed up with Chet Mozloom from TLHSF; Informed him of EPCAMR's recent application to conduct a watershed assessment on Huntsville Creek through the PA Trout CHP Program
- Ranked four Wildlife Action Plan Conservation Opportunity Area Tool URLs for the PA Game Commission and sent it along to Catherine Haffner-PGC Wildlife Diversity Conservation Planning Coordinator and Diana Day-Conservation Coordinator for the PA Fish & Boat Commission

- Followed up with Essie Kairnes, President-Wiconisco Creek Restoration Association on the progress being made at the Bear Creek AMD Treatment System location and the continued positive relationship building with Kerry Teter, landowner, below the treatment systems and adjacent to the SGL that is willing to look at additional AMD Treatment options on his property in the future; Discussed monitoring of several of the discharge locations with Tom Clark-SRBC in early to mid-February, weather-dependent; Mentioned the 2019 ARIPPA EPCAMR Mini-Grants since they were looking at applying for limestone sand for treatment elsewhere in the watershed
- Forwarded a copy of EPCAMR and Clauser Environmental's completed MS4 Green Infrastructure Conceptual Plans for 9 public spaces within the limits of the City of Wilkes-Barre and in some of the mining impacted streams in the Wyoming Valley to Jim Tomaine-WVSA Executive Director, Jeff Colella-WVSA Stormwater Division Manager, and Mark Spatz-HRG Consulting; Explained to them that EPCAMR can provide technical professional services and outreach assistance to them related to the AMD/AML section of the permit when the time is right; Plan to sit down with Jeff Colella in February 2019 to discuss how to move forward cooperatively; Provided them with a [news release](#) on the completion of the project; Suggested that Jeff talk with Tom Mayka, Stormwater Coordinator for the Dallas Area Municipal Authority (DAMA), who is partnering with EPCAMR on the Upper Toby Creek CHP watershed assessment
- Informed Becky Hammer, Deputy Director of Federal Water Policy & Senior Attorney with the Natural Resources Defense Council, at her request, about a few local governments in the Chesapeake Bay watershed that are currently in the process of developing and/or adopting a stormwater fee for the first time; (WVSA) <https://www.wvsa.org/>; (DAMA) <http://www.damaonline.org/>; (Hazleton City Authority) <https://hcawater.org/>
- Provided Dr. Andrea Nerozzi, Wyoming Seminary Upper School with a link to updated AML Statistics for her lesson plan for her students; <http://epcamr.org/home/content/legislative-front-and-petitions/abandoned-mine-land-trust-fund/>; Provided her with information on the 14 coal seams, the Buttonwood Tunnel, the Huber Breaker, rocks cuts in the Solomon Creek watershed, and locations of spoil banks in the Wyoming Valley for The Hexagon Art Project her students are working with EPCAMR; Provided her with themes for additional panels; Provided her with Mike Korb's contact information; Provided her with a list of funding sources for AMD and abandoned mine land reclamation projects
- Provided John Pietryzk, Stormwater GIS Program Manager-WVSA with links to the PA AMD discharge point files and PA AML layers that are available on PASDA; Gave him a link to the SRBC Mine Drainage portal and a presentation by Tom Clark at last year's PA AMR Conference on how to utilize the portal to obtain water quality data from AMD discharges; Discussed looking forward to sitting down with Jeff Colella in February to talk further about forging a partnership with WVSA and discussing some professional services that we can provide to them related to the MS4 Permit dealing with AMD issues
- Created a duplicate set of keys for Bernie McGurl-LRCA and Bill Letwinsky-Susquehanna Mining Solutions, LLC for the steel access plate panel lock at the Old Forge AMD Borehole; Delivered to Bernie at the end of the month
- Provided Jason Nark, Philadelphia Media Network, with background information, links, and resources on Punxsutawney, PA and its' coal history boom and bust for an article he was writing

Education & Outreach

- Attended a screening of Joe Sapienza's Centralia, PA's Lost Town documentary with him, serving as a guest speaker and panelist following the film to provide technical information on the mine fire and the annual cleanup work EPCAMR has coordinated over the last 5 years; The host for the screening was Penn-State Scranton Campus, Sherbine Lounge Student Center, Dunmore, PA and a part of Anthracite History Month
- Participated in a meeting with the Chancellor of Penn-State Wilkes-Barre, Dr. Dale Jones and Marlene Ciliberto-Career Services Coordinator, in Lehman, PA to formally introduce EPCAMR and our work to them; Discussed future partnership efforts, including Work Study internships, micro-internships, and how to outreach to several of the regional Commonwealth campuses in the EPCAMR Region; Met with Nicole Darling-Eastern Region Employer Engagement and Career Specialist to see if there were opportunities to get EPCAMR to sit with some regional employers and corporate company leaders and executives to see if there was any funding available to support our work and to increase our organizational capacity; Nicole provided EPCAMR with an overview of the types of degrees from each of the Commonwealth campuses in our region and information on the [LionLink](#) Career Explorers networking program for Penn-State students and alumni; Penn-State Wilkes-Barre also provided a Letter of Support for our recently submitted Huntsville Creek Coldwater Conservation Plan assessment grant since a portion of the grounds are within the watershed boundary in Lehman Township
- Participated on two National RECLAIM Working Group conference calls to discuss strategy for obtaining the passage of the RECLAIM Act in the 2019 Legislative Session; Provided Dana Kuhnline-Campaign Coordinator for the National RECLAIM Working Group an outline of EPCAMR's 2019-2021 Work Plan to give her a better understanding of our workload in the region in advance of a conference call; Participated in a conference call with Dana to discuss EPCAMR's work and a discussion on how groups across Appalachia are going to be developing a strategy around the RECLAIM Act, SMCRA Reauthorization, Black Lung Tax, and Pension Reform for retired miners
- Participated in a panel discussion as a presenter for Anthracite History Month at Marywood University's Schwartz Center, Scranton, to discuss EPCAMR work on surface and underground mine mapping and mine pool modeling and monitoring throughout NE and NC PA to an audience of around 40 attendees; Provided copies of the two presentations to PCNTV, who were in attendance to record the event and the panel speakers and their presentations to post to their site at a later date
- Joe Sapienza, EPCAMR board member was able to set aside an account for EPCAMR, should we need it with YOUTUBE, since we've migrated all of our videos over to [DailyMotion](#) due to the removal of our original historical YOUTUBE Account and an inability to receive a response from technical support at YOUTUBE; Many accounts were deleted by YOUTUBE last year without an explanation and ours was one of them
- Set up a meeting for February 11th with Tali MacArthur, Program Manager for Watershed Outreach, with the PA Organization for Watersheds & Rivers (POWR) in partnership with PEC NE Office to discuss future partnership efforts
- Matt McHenry, Science Teacher with the Wilkes-Barre Area School District, at Kistler Elementary requested that a few Staff conduct an AMD Tie Education & Outreach Program on May 10th as a part of their annual Earth Day activities; EPCAMR has agreed to conducting the program
- Dr. Bill Bolan, King's College Director of the Shoal Center for Community Engagement and Learning reached out to see if 5 media students (Radio and Audio Production) from the Spring 2019 Semester

who are looking for a nonprofit to partner with to produce a radio PSA could work with EPCAMR; EPCAMR would just tell them what message we would like to get out and see if we approve what they will produce and Professor Cathy Donnelly would distribute it to the local radio stations for EPCAMR; Agreed to the partnership opportunity to help with our marketing and outreach to the community

- Talked with Parissah Rhayee Lin, Managing Editor for [Reasons to be Cheerful](#), a cross-platform project working to spread good ideas from around the world with the support of artist and musician [David Byrne](#); She would like to feature EPCAMR in the series; Her friend/photographer and EPCAMR Executive Director's, [Caleb Savage \(Project on coal country!\)](#), let her know about EPCAMR and our work is fantastic and incredibly inspiring; In an era where so much public funding for environmental conservation is being cut, she thinks folks need to know about different methods of engaging with restorative practices; She wants to get the word out about our many projects; Forwarded her a brief outline of our work in the region
- Downloaded the PennFuture [PA Clean Water Briefing Book](#); Several organizations have come together to create a 2019-2020 Briefing Book, including EPCAMR, CDRW, American Rivers, Chesapeake Bay Foundation, Choose Clean Water Coalition, Conservation Voters of PA, National Parks Conservation Association, PennEnvironment, PennFuture, and Sierra Club; EPCAMR will share it with its membership and affiliate organizations and volunteers

Community Volunteer Coordination

- Met with Jennifer Yaskewich, EPCAMR Community Development volunteer to discuss ways in which she can provide assistance in locating potential corporate companies at the various industrial parks that EPCAMR might be able to reach out to in the near future for potential funding through their corporate foundations or employee giving programs; Provided her with an overview of EPCAMR programs and projects throughout the region
- Followed up with John Dabbieri, Wilkes-Barre, PA who reached out through our VolunteerMatch posting to become a future cleanup volunteer with EPCAMR; Suggested to him to sign up on our website as an official volunteer through our online form to get on our monthly newsletter for updates; John signed up through the EPCAMR website
- Talked to Alyssa Beasley-Culture and People Coordinator, who reached out to EPCAMR about coming to the BENCO Dental Booster Fair on January 30th for a few hours to set up an EPCAMR display to discuss ways that employees can volunteer or contribute to EPCAMR at cleanups or in other ways; Will try and coordinate an Earth Day roadside cleanup in Ashley along S. Main Street and near the Sugar Notch Run tributary to Solomon Creek near the entrance to the community from the S. Cross Valley Exit Ramp into the borough; BENCO may consider sponsoring the cleanup in we can coordinate it with the Great PA Cleanup; BENCO has a "Jeans Day" where the employees can take off work and provide community service for a day while making a donation to the non-profit they are supporting for the day
- Informed Heather McKay, EPCAMR Volunteer that should we secure funding in the Summer for cleanups, we'll let her know about the location and need for additional volunteers through our newsletter

- Cody Benkoski, student at Lehigh University, Bethlehem, PA signed up to become a volunteer with EPCAMR and has some familiarity with GIS and web development; Discussed with him about creating a Story Map for one of our projects

Conferences, Training, Tours, Exhibits, & Workshops

- Confirmed the EPCAMR/EC Conference Room for a **June 18th, 2019 PSU Master Watershed Stewardship Basic Training Workshop** with *Liz Rosser*, Master Watershed Stewardship Coordinator; EPCAMR to present on our work in the region related to AMD, AML, and Mine Mapping
- Attended the PA SME Anthracite Section Panel Discussion in Wilkes-Barre, PA
- Received a **\$2000** sponsorship for the **2019 PA AMR/NAAML/PAASLR Conference** from ARIPPA to support scholarships for non-profit representatives and Conservation District Watershed Specialists to attend if they would like to consider attending in the Fall of 2019; Suggested that Cristy send Gene Trio a clean copy of the ARIPPA logo for the website; Followed up with Gregg Davis-PA DEP BAMR, who is on the Transportation Committee about EPCAMR's intent to bring a rental van to the Conference that could be used to carry supplies to the tour sites during the conference; Participated in a conference call with the PA AMR Conference committee to review and approve submitted scholarship requests and to discuss how the fundraising efforts are going
- Attended the Sue Hand "[Coal Breaker Communities: Faded Memories](#)" Exhibit at the Widman Gallery, King's College, Wilkes-Barre, PA with Ray Clarke-Huber Breaker Preservation Society and EPCAMR Board members, John Welsh and Alana Mauger, to shoot the parting video scenes and last interviews that will put a close to the Beyond the Breaker documentary they are working on completing about the now gone, Huber Breaker, in Ashley, PA
- Attended the [Knox Mine Disaster Documentary](#) Premiere at the Kirby Center for the Performing Arts, Wyoming Seminary, Kingston, PA on the 60th Anniversary of the Disaster (January 22, 1959) to see the first showing of the recently completed work by Dave and Al Brocca; EPCAMR Staff Mike Hewitt and the Executive Director were technical consultants and educated Dave on the mine map interpretation that was used in the documentary and provided Dave with copies of the mine maps for the documentary; EPCAMR was given credits in the documentary; The documentary will now enter the film festivals around the country seeking some awards and accolades before hopefully being picked up for a major distribution deal
- Confirmed with Vincent Carbone, HDR, the Executive Director's presentation on EPCAMR's work in the region at the annual PCPG Meeting on March 6th, at the Holiday Inn Harrisburg Hershey (Grantville), Grantville, PA; Provided Vincent with a bio and a brief overview of the presentation, entitled, *Significant Environmental Issues in Coalfield Communities Faced With Legacy Abandoned Mine Impacts: Mapping and Monitoring Surface and Underground Mines and Mine Pools throughout NEPA*
- Chellsie Heil-Wroblewski, Director of Sales-Courtyard Marriot, Scranton/Wilkes-Barre reached out to see if EPCAMR was in need of conference room space for any upcoming workshops or smaller conferences; She provided EPCAMR with an informational brochure on the locations she has available and their respective accommodations
- Scranton University's Dr. Jessica Nolan-Director of Environmental Studies requested that EPCAMR to conduct an AMD Tie-Dye Workshop on April 16, 2019; Scranton University will provide the t-shirts and

purchase some of our iron oxide; Jessica Britten, our Intern, and Laura Rinehimer, Environmental Education & Outreach Specialist will assist

- Forwarded the PAEE Logo to the recycled glass vendor, Traxler, who will be producing the 2019 Keystone Award for the **PAEE Conference** in March 2019; Worked with Jack Bender and Audra Hoff, to locate the previous year's specifications on the award because only the name of the award winner and the year will change
- Requested permission and was granted access the Swoyersville Refuse Reclamation site from Matt Cochran-Keystone Reclamation, on February 1st for an hour with 20 Environmental Workforce Development Training students from the **EC Brownfields EWT Training Program** to discuss the PA AML Pilot Economic Development Project; February 6th is a snow date for the tour and discussion; Liz Hughes-Director of Education for EC provided the EPCAMR Staff with a draft agenda for the day
- Forwarded to the EPCAMR Staff a flyer on a free Stormwater Education Meaningful Watershed Education Experience (MWEE) Workshop coming up in March 2019 to see if they were interested in attending; Consensus was that they would and we will end up choosing the Lycoming College location in Williamsport on March 13th to attend once we register with Gil Myers-PA DEP EE Program

EPCAMR Program Administration

- Prepared a **\$1000** Network for Good grant to support EPCAMR in reaching and soliciting new donors
- Met with Cherie Cruz, Proprietor of Sip N Silk, Forty-Fort, PA who partnered with EPCAMR on a **\$3000** PA DEP Environmental Education Grant proposed and developed by Laura Rinehimer and the Executive Director to bring women from Ruth's Place, Wilkes-Barre, PA to her place of business to create iron oxide scarves and other artistic ways to showcase artistic ways EPCAMR utilizes the recycled AMD pigment for a productive product; Provided her with some image files of our EPCAMR Logo; A tour of AMD sites will be provided as a part of the grant and EPCAMR will be encouraging the women to become volunteers with our organization following the event; Received a quote for transportation from White Transit for the bus costs for the budget after providing Richard Andrejko with the tour route and distances around the Wyoming Valley; Met with Crystal Williams-Program Coordinator at Ruth's Place and obtained a Letter of Support; Met with Liz Hughes-EC Public Relations to obtain a Letter of Support to access the Askam Maelstrom Oxidizer AMD Treatment System; Worked with Laura to review the activities, objectives, and steps to take to implement the project and submitted the grant through the PA DEP E-grants online system
- Provided orientation to Jessica Britten, King's College, PA as our newest Winter 2019 Spring Semester Work Study Internship; Signed the Work Study paperwork from Kelly Lettieri-King's College Center for Experiential Learning; Directed her to obtain her volunteer clearances through King's College; Jessica prepared a bio for the [News article](#) created by the Executive Director to the EPCAMR website and social media outlets; Provided her with background on the Upper Toby Creek watershed CHP and Growboxx Project to get her started on some background work for her internship
- Reconciled EPCAMR's Checking Account and PA, Invest Accounts; Paid Health Care Premiums for EPCAMR Staff for February 2019 with Highmark; Balanced EPCAMR Checking Register
- Received the July-September 2018 Mine Map Grant reimbursement from the PA DEP via ACH and recorded it
- Made several EPCAMR Bank Deposits and 4th Quarter IRA Deposits to First National Bank

- Installed a 2019 update for QuickBooks for Non-Profits with Mike
- Worked on the January 2019 EPCAMR Board and 319 Report and provided Mike with the 4th Quarter Monthly Reports for the EPCAMR 319 reimbursements (October-December 2018) and posting to the EPCAMR website
- Directed Mike and Denise to bill **\$4000** for the Luzerne County Rail Corporation Mapping Project and provide them with a Progress Report for November and December 2018
- Completed the SAM.GOV EPCAMR renewal online; Prepared the new notary letter for SAM; Notarized the SAM Entity Registration document at Leonard's Auto Tags and mailed it to active and renew our registration to be able to accept, review, and bid on Federal contracts and grants
- Updates the EPCAMR Account on [Grants.gov](https://www.grants.gov)
- Paid the Verizon phone bill, vehicle insurance with Progressive, and the EC rent
- Received a Management Directive from the EPCAMR President, Bernie McGurl; Discussed EPCAMR Directive and Personnel Committee Recommendations with Bernie; Provided the merit raise increases for Staff to Jessica Barbose-OneSource for inclusion in the payroll for the first pay period of 2019; Prepared a response letter to Bernie addressing the Directive and provided a Major Grants List and Timeline document for the Personnel Committee to review; Attended a Personnel Committee meeting at Wegman's to review the Directive and discuss Strategic Planning for EPCAMR; Provided a monthly summary report to the Executive Committee with feedback given by John Levitsky, Luzerne Conservation District on prioritization of projects and efforts going forward
- Forwarded a notice from Berkheimer to OneSource about Kingston Borough's EIT Rate increase that would affect Shawnese Taylor, who is the only Staff person who lives in the Borough
- Informed EPCAMR Staff about standard mileage rate increase to .58/mile when seeking travel reimbursement for work and when applying for grants in 2019 as reported by the [IRS](https://www.irs.gov); Directed Mike to make the change on the timesheets formula to increase the rate
- Provided the EPCAMR Staff with their W-2s for 2018 from ADP
- Entered the bi-weekly payroll into ADP online to release it
- Notified by Cristy Sweeney-ARIPPA that EPCAMR will be receiving a **\$2500** donation to continue our AMD/AML Mini-grants Program for 2019; WPCAMR will also be receiving **\$2500**
- Received a resume from Jason Zubris, a sophomore from Penn-State, in the Environmental Resource Management major, originally from the Wilkes-Barre/Scranton area, who has applied for a Summer 2019 internship with EPCAMR; Informed him that I would follow up with him towards the end of the Spring 2019 semester to discuss and conduct an interview; Forwarded him a presentation on career paths in ERM that was previously given to the ERM Society at a guest speaking engagement that the Executive Director had given at University Park in State College, PA several years ago
- [Orangewaternetwork.org](https://www.orangewaternetwork.org) domain was renewed on GoDaddy
- Provided a bio to Jessica Kester for the PAEE Website of [Board](#) Members and for when grant requests are submitted

- Received an inquiry from Nicolas Volk, a student from Penn-State, in the Environmental Resource Management major about Summer internships with EPCAMR; Followed up with him on what he needed to do to submit his cover letter and resume to EPCAMR; Provided him with an example internship activity description document for his review
- Signed up for the [Deming Institute](#) Newsletter and ordered *Out of the Crisis* and *The New Economics for Industry, Government, Education* by W. Edwards Deming at the suggestion of the EPCAMR Personnel Committee; Submitted a letter of interest to Darlene Syematsu, at the Deming Institute, in applying for a scholarship for Executives, including non-profits, to attend a Deming Training on the “System of Profound Knowledge” and “The 14 Points” from April 10-12, 2019 in Ohio; Received word back from Darlene on how to apply and she was very pleased to hear about the background of EPCAMR’s work; Read Deming’s *The New Economics for Industry, Government, Education* and *Out of the Crisis* while taking notes, reflected on how to institute “The 14 Points” into EPCAMR’s mission and goals to consider changing our management system as a whole, and work on ways to slowly incorporate each of the elements of “The 14 Points” into the entire EPCAMR system of operations from Board to Staff; The possible changes will be up for discussion with the Board and the Staff as a collaborative effort to improve our efficiency of operation, even as a small non-profit environmental organization; Applied for a scholarship to attend a 2-day Workshop upon the encouragement of Darlene Syematsu, The Deming Institute
- Assisted the EC with clearing out material and supplies on the warehouse side of the building and reviewed mine maps and documents that were going to be disposed of with Mike prior to them being hauled away; Found historic mine maps that were missing from our inventory and were able to acquire them from EC; Organized the warehouse side of the building and tightened up the space EPCAMR utilizes for our project supplies, equipment, and field gear
- Forwarded a copy of the PA Anthracite Council January 2019 Report around to the EPCAMR Staff
- Worked with Mike to update the 2019 Membership Form and posted it to the EPCAMR website; Sent a copy of it along to the Sullivan County Conservation District at the request of Corey Richmond due to them wanting to take action on the payment during their January Board Meeting; Directed Denise to send out renewals for 2019 to our past members and Conservation Districts via snail mail
- Forwarded a request from the IRS to OneSource to clarify the quarterly deposit payments for 2018 that were made on time; OneSource submitted documentation to the IRS to show the dates of the payments
- Completed our renewal application with NCAC for two years and dropped the payment off to Kurt Bauman, NCAC personally and talked with him about an Executive Directors Forum for regional non-profits and he was going to send out a survey to area non-profit Executives to see if there was any interest in convening such a venue
- Passed along PA American Water’s Stream of Learning Scholarship Information locally to some high schools in the area; The scholarship provides financial assistance to high school seniors who are planning to pursue careers in the water and wastewater industry; The program is designed to support outstanding students living in PA American Water’s service territories who are charting a course of study in specific fields, ranging from engineering to environmental science; The company will award scholarships of \$1,000 each to 10 students who are selected through the program’s application process.
- Prepared an advance reminder and tentative agenda for the February 21st 1st Quarter EPCAMR Board Meeting and sent it out to our MailChimp Campaign List and EPCAMR Staff

- Started initially reviewing this potential future grant opportunity; <https://cbtrust.org/grants/green-streets-green-jobs-green-towns/>; Forwarded it along to Aaron Clauser, from Clauser Environmental, LLC to see what he thinks of the application
- Requested and received a copy of WPCAMR's Strategic Plan from 2013 forwarded by Andy McAllister-WPCAMR Regional Coordinator; Provided Andy with a copy of EPCAMR's Strategic Plan with updates from 2016
- Received a copy of PA American Water's Environmental Grants Program in the mail and plan to review it in the next few weeks and discuss the possible submission of an application with the Staff
- Received a copy of Community Aid's Grant Application and discussed it with Staff to see if they could come up with a project with a maximum budget of \$5000
- Informed Leigh Ann McHenry, EPCAMR Board Member, the year and month of her assistance with EPCAMR and the PA Game Commission back in April 2014, when we all conducted a white-nosed syndrome survey assessment of the bat hibernacula in Glen Lyon, PA in an abandoned mine at the "Ice Caves"
- Convened an EPCAMR Staff Meeting to begin looking forward into the first quarter 2019 and asked what needs any of the Staff had, discussed projects, project leads, events, trainings, upcoming grants, status of reimbursements and invoices for projects, project management, and the eventual filling of the Mine Map Program GIS Technician Position after having received a go-ahead from the EPCAMR President to proceed with interviews and an offer for the position