

NORTHAMPTON COUNTY CONSERVATION DISTRICT

Minutes for Special Board of Directors Meeting Tuesday, July 22, 2025, 7:00 PM (In-Person & Virtual)

Joel Geiger, Chairman, called the Board meeting to order at 7:07 PM with the following Board Members, staff, and guests in attendance:

Joel Geiger, Chairman*
Brian Fulmer, Vice Chairman**
Will Carpenter, Treasurer*
Jeffrey Keifer, Director*
Rich DiFebo, Director*

Jeffrey Warren, County Council*
Nate Pritchard, DM*
Shannon Davis, DEP Field Rep.*
Carrie Cevicelow, Staff*

Jon Fox, Staff *
Jim Lawrence, Staff*
Rich Budihas, Public*

Virtual* Via Phone**

Introduction of Guests

None

Additions to Agenda

None

Invitation for Public Comment

None

Correspondence

None

Old Business

None

New Business

A. NCCD Interior Office Construction – Rebid Results – Discussion & Selection

Nate Pritchard presented the rebid results for the interior office construction that were distributed in advance and publicly posted on PennBid. The bids were opened at the recent Resource Facilities Committee meeting. Two bids were received, one from the Alfaro Company and one from Easton General Contractors, LLC. Both included a base bid covering the full scope of work as outlined in the architectural and engineering drawings, along with two alternate scopes. Discussion ensued.

Rich DiFebo made a motion to award the contract (\$133,743.00) to the Alfaro Company for the full scope of interior construction as presented; 2nd Jeffrey Warren.

A roll call vote was held:

- | | |
|-----------------------|-----------------------|
| • Brian Fulmer -Yes | • Jeffrey Keifer -No |
| • Rich DiFebo -Yes | • Joel Geiger - Yes |
| • Jeffrey Warren -Yes | • Will Carpenter -Yes |

Motion carried: 5/1.

Following the vote, Chairman Joel Geiger stated that the District will work with the finance committee to clearly outline the percentage of funds being used from each account, ensuring that expenditures are allocated appropriately. He noted that this breakdown will ideally be ready by the next meeting, which will be held as the annual dinner meeting on 8/12/25.

- B. Property Tax Exemption Appeal – Resolution Authorizing the District Manager to Apply
- Nate Pritchard presented a proposal for the District Board to formally appeal the County property tax designation for the main District office located at 3158 Newburg Road, Nazareth PA 18064. The intent is to affirm the District's status as an exempt governmental body. This action is to be documented through Resolution 3-2025, which authorizes Board Chairman Joel Geiger and District Manager Nathan Pritchard as official signers for the appeal application.
- Jeff Warren made a motion to pass Resolution 3-2025 as presented; 2nd Will Carpenter.
- Motion carried: 6/0

Announcements

- A. The Finance Committee will meet on 8/1/25 at 1:00 PM
- B. The Executive Committee will meet on 8/1/25 at 2:00 PM

Set time, date, and place of next meeting

The next meeting is scheduled for 8/12/25, 5:30 PM, Louise Moore Park, Pavilion #1, 151 Country Club Road, Easton, PA. No virtual option.

Adjournment

Jeffrey Warren made a motion to adjourn the meeting; 2nd Brian Fulmer. Motion carried. 6/0

Submitted by Carrie Cevicelow, Recording Secretary to the Board