

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

F I N A L M I N U T E S

MEETING OF:

**PENNSYLVANIA STATE
NAVIGATION COMMISSION**

TIME: 11:16 A.M.

PENNSYLVANIA DEPARTMENT OF STATE

Eaton Board Room

Commonwealth HUB

2525 North 7th Street

Harrisburg, Pennsylvania 17110

as well as

VIA MICROSOFT TEAMS

May 6, 2024

Pennsylvania State
Navigation Commission
May 6, 2024

COMMISSION MEMBERS:

K. Kalonji Johnson, Chairperson, Deputy Secretary for
Regulatory Programs, Chairperson
Bevin Ann Buchheister, Esquire, Department of
Environmental Protection Designee, Deputy
Secretary, Office of Water Programs -
Jill Whitcomb, Designee, Department of Environmental
Protection
Altoro Hall, Senior Director of Manufacturing,
Industrial Real Estate, and Retention, Philadelphia
Department of Commerce
Michael D'Agostino, Esquire, Delaware Seat,
Governor's Appointee Delaware County
William Keller III, Philadelphia Seat, Governor's
Appointee Philadelphia County
Sean Schafer, Esquire, Bucks County Seat, Governor's
Appointee Bucks County
Eric C. James, Mayor's Appointee
James Roche, Mayor's Appointee
Matthew Sullivan, Delaware Seat, Governor's Appointee
Delaware County

COMMISSION PERSONNEL:

Jason McMurry, Esquire, Commission Counsel
Karl Geschwindt, Esquire, Commission Pros Liaison
Sparkle Thompson, Commission Administrator
Riley Baker, Esquire, Board Prosecutor
Carlton Smith, Deputy Chief Counsel, Prosecution
Division
Michael Merton, Esquire, Board Counsel

ALSO PRESENT:

Jennifer Smeltz, Republican Executive Director
Jen Juniper
Jerry Medd, Pilot, Pilots' Association for the Bay and
River Delaware
David K. Cuff, President, Pilots' Association for the
Bay and River Delaware
Jill Whitcomb, Acting Deputy Secretary, Office of
Water Programs, Department of Environmental
Protection
Ashley N. Hamilton, Sargent's Court Reporting Service,
Inc.

1 ***

2 Pennsylvania State
3 Navigation Commission

4 May 6, 2024

5 ***

6 The regularly scheduled meeting of the
7 Pennsylvania State Navigation Commission was held on
8 Tuesday, May 6, 2024. K. Kalonji Johnson,
9 Chairperson, officially called the meeting to order at
10 11:16 a.m.

11 ***

12 Report from the Prosecutorial Division - Annual
13 Prosecution Report
14 [Carlton Smith, Deputy Chief Counsel, Prosecution
15 Division, explained that all data was compiled in
16 early January for all boards and commissions, with the
17 report for this group generated in January 2025. He
18 noted that this data was combined into a single report
19 sent to the General Assembly, and although presented
20 months later, it reflected information from January.
21 He reported 37 active licensees, one case opened in
22 2024, no cases closed, and a current caseload of one.
23 He clarified that the average case closure time was
24 zero due to no closures that year.

25 Mr. Smith explained that the closure time

1 statistic reflects how long it takes to reach a final
2 disposition on a case, typically initiated by a
3 complaint, followed by investigation, reporting, and
4 charging decisions. He emphasized that completing
5 cases within a year is ideal to prevent delays. Since
6 no cases were closed in 2024, that metric remained at
7 zero. He concluded by describing case categories,
8 which label the nature of each case. He noted the
9 only open case was still pending and no further
10 details could be shared.]

11 ***

12 Approval of November 4, 2024 Minutes

13 CHAIR JOHNSON:

14 And Captain Medd, before we move on
15 to your report, I apologize, I was
16 remised in missing the Minutes. I
17 would like to now move for approval
18 of the Minutes, if someone could
19 make that motion.

20 MR. SULLIVAN:

21 So moved.

22 MR. JAMES:

23 Second.

24 CHAIR JOHNSON:

25 For the record, that was Captain

1 Sullivan with the motion and Mr.
2 James with the second. I will take a
3 vote.

4 All in favor? All against? Any
5 recusals? Or abstentions?

6 Hearing none, that motion
7 passes.

8 [The motion carried unanimously.]

9 ***

10 Report from Apprentice Program Committee

11 [Jerry Medd, Pilot, Pilots' Association for the Bay
12 and River Delaware, reported that exams were completed
13 on December 23, 2024 and March 17, 2025. Captain Medd
14 reported that each apprentice passed. Next exams are
15 on June 9, 2025. They will attend a Schuylkill River
16 training program in Covington, Louisiana. In March,
17 they did the Marco Course at MITAGS in Baltimore.
18 Activity Report was included in agenda packet.]

19 ***

20 Report from the Commission Counsel

21 [Jason McMurry, Esquire, Commission Counsel, reported
22 that an Executive Session was held prior to the public
23 meeting, but no votes or actions were taken.]

24 ***

25 Report from Probable Cause Screening Committee - No

1 Report.

2 ***

3 Matters for Discussion - None

4 ***

5 Report from Commission Chair

6 [K. Kalonji Johnson, Chairperson, reported that he and
7 at least four other members attended the annual, day-
8 long Board Member training in Harrisburg.]

9 ***

10 Report of Commission Administrator

11 [Sparkle Thompson, Commission Administrator, reported
12 that Commission Renewals opened up on February 3, 2025
13 and were set to end on April 30, 2025.]

14 ***

15 Public Comments - Pilot's Association

16 [David K. Cuff, President, Pilots' Association for the
17 Bay and River Delaware, expressed gratitude for Ms.
18 Thompson's assistance, ease of communication, and
19 availability.]

20 ***

21 Adjournment

22 CHAIR JOHNSON:

23 All right. Hearing none. I guess
24 we can move to adjournments. Make a
25 motion to adjourn?

1 MR. KELLER:

2 I make a motion to adjourn.

3 MR. JAMES:

4 Second.

5 CHAIR JOHNSON:

6 Moving to a vote. All in favor?

7 Opposed? Hearing none. This

8 meeting is adjourned.

9 ***

10 [There being no further business, the Navigation
11 Commission for the Delaware River and its Navigable
12 Tributaries Meeting adjourned at 11:31 a.m.]

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CERTIFICATE

I hereby certify that the foregoing summary minutes of the Pennsylvania State Navigation Commission meeting, was reduced to writing by me or under my supervision, and that the minutes accurately summarize the substance of the Pennsylvania State Navigation Commission meeting.



Jacob Hill

Minute Clerk

Sargent's Court Reporting
Service, Inc.

NAVIGATION COMMISSION FOR THE DELAWARE RIVER AND ITS
NAVIGABLE TRIBUTARIES
REFERENCE INDEX
May 6, 2024

TIME	AGENDA
11:16	Official Call to Order
11:17	Members Introduced
11:20	Report of Prosecutorial Division - Annual Prosecution Report
11:21	Adoption of Minutes
11:23	Presentation - Apprentice Report Activity
11:25	Report of Commission Counsel
11:26	Report from Commission Chair
11:29	Report of Commission Administrator
11:30	Presentation - Report of the Pilot's Association
11:31	Adjournment