



## **Greene County Conservation District**

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### **GREENE COUNTY CONSERVATION DISTRICT REGULAR MEETING MINUTES May 19, 2020**

Mr. Greg Hopkins led the Pledge of Allegiance.

#### **CALL TO ORDER AND INTRODUCTION OF GUESTS**

Mr. Jim Cowell called the meeting to order at 10:14 a.m. at Greene County Conservation District Conference Room, 22 West High St., Waynesburg, PA.

Those in attendance were as follows:

#### **GREENE COUNTY CONSERVATION DISTRICT DIRECTORS (IN PERSON)**

Jim Cowell-Chairman; Commissioner Belding-Commissioner Representative/Vice Chair;  
Greg Hopkins-Treasurer; Bill Wentzel-Secretary; Glodenna Halstead.

#### **GREENE COUNTY CONSERVATION ASSOCIATE DIRECTORS (VIA TELEPHONE)**

George Scull; Keith Golden; Jim Willis; and Dominick Barbetta.

#### **STAFF (IN PERSON)**

Lisa Snider-District Manager; Lindsay Kozlowski-Assistant Manager/Environmental Program Specialist; Ben Schweiger-Conservation Technician; Sara Hlatky-Conservation Technician; and April Morris-Fiscal Officer.

#### **STAFF (VIA TELEPHONE)**

Zack Basinger-Environmental Program Specialist; and Jared Zinn-Watershed Specialist

#### **GUEST AND COOPERATING AGENCIES (IN PERSON)**

Jeremy Kelly-Greene County Planning and Economic Development (GCPC)

#### **GUEST AND COOPERATING AGENCIES (VIA TELEPHONE)**

Phil Evans Natural Resource Conservation Service (NRCS); Michal Roup Farm Service Agency (FSA); and Andy McAllister Western Pennsylvania Coalition for Abandoned Mine Reclamation (WPCAMR)

#### **PUBLIC COMMENTS**

Ms. Snider received an email from Ms. Thistle, Associate Board Member, stating a removal from the position is necessary. Ms. Thistle served on the board since 2013 and participated in many events, activities and meetings held by the Conservation District.

Ms. Thistle questioned why an invitation was never offered to be a board member. Mr. Cowell spoke with Gay regarding the letter with the understanding Ms. Thistle was moving away from the area when the decision to add new members to the board was made. Mr. Cowell added Ms. Thistle understood and will remain in the area for another year. Ms. Thistle wished the Conservation District well.

#### **OATH OF OFFICE**

Commissioner Belding administered the oath of office to Ms. Glodenna Halstead. Ms. Halstead's term set to expire December 31, 2021

#### **APPROVAL OF MINUTES**

*A motion was made by Bill Wentzel to approve the February 18, 2020 minutes. Commissioner Belding seconded. (Motion Passed)*

#### **TREASURER'S REPORT**

*A motion was made by Greg Hopkins to approve the treasurer's report. Bill Wentzel seconded. (Motion Passed)*

#### **CORRESPONDENCE AND UPCOMING EVENTS**

##### **Miss Agriculture USA**

Ms. Snider received a letter, booklet and photo regarding Miss Agriculture and wanted to share it with the board.

##### **Pheasants Forever & Quail Forever National Seed Programs**

Ms. Snider received a packet for the seed program sponsored by Pheasants Forever and Quail Forever. Information was available for board members regarding specialty seed mixes offered.

#### **STAFF REPORTS**

Written reports were included in the meeting packets. Mr. Cowell asked if staff had anything to add to the reports or if anyone had questions. No questions asked of the staff.

#### **OLD BUSINESS**

There was no old business to discuss.

#### **NEW BUSINESS**

##### **Request for Assistance**

There were seven requests for assistance to bring before the board. David Mcle-Mt. Morris-13 acres, Bryan Snyder-Waynesburg-40 acres, Robert Harry-Waynesburg-150 acres, Adam Lewis-Greensboro-65 acres, George Finnegan-Wind Ridge-300 acres, Robert Holbert-Dilliner-225 acres, and Highland Acres-Spraggs-50 acres. Most participants are in the GRACE Program.

***A motion was made by Commissioner Belding to approve the seven requests for assistance. Greg Hopkins seconded. (Motion Passed)***

**Extension for all Dirt, Gravel and Low Volume Projects through June 30, 2021**

Ms. Snider included a list in the meeting packet with expired and expiring projects.

COMPLETION DATE	MUNICIPALITY	ROAD NAME	SITE TYPE	CONTRACT AMOUNT	UPFRONT PAID	PROJECT STATUS
11/18/2017	Gilmore TWP	Minnie TR 380	LV	\$40,756.60	\$20,378.30	working on bid
5/7/2018	Carmichaels B	N. Market Street	LV	\$4,907.43	\$2,453.72	completed
11/19/2019	Wayne TWP	Sharps Run Road TR 355	LV	\$20,106.40	\$10,053.20	completed
11/16/2016	Gilmore TWP	Minnie Hill Road TR 380	DG	\$29,261.00	\$14,630.50	working on bid
12/31/2016	Monongahela TWP	Creek Road TR 411	DG	\$120,130.00	\$60,065.00	working on bid
11/15/2017	Gilmore TWP	Shough Creek Road TR 349	DG	\$82,167.00	\$41,083.50	working on bid
9/28/2018	Freeport TWP	Renner Creek Rd	DG	\$38,600.00	\$19,300.00	completed
9/28/2018	Freeport TWP	Hardy Lane	DG	\$33,560.00	\$16,780.00	completed
10/1/2020	Greene TWP	Roberts Run TR604	DG	\$74,000.00	\$37,000.00	working on bid
11/25/2020	Wayne TWP	Goodwin Hill Road #518	DG	\$118,811.84	\$59,405.92	working on bid
11/25/2020	Cumberland TWP	Nesmith Road TWP666	DG	\$148,232.27	\$74,116.14	working on bid
11/27/2020	Jackson TWP	Keyhole Road TR 403	DG	\$118,915.20	\$59,457.60	working on bid
11/27/2020	Springhill TWP	Coon Run Road TR 320	DG	\$104,615.00	\$52,307.50	working on bid

The state is requesting projects be updated in the GIS System for tracking purposes. All projects are heading towards completion with the exception of the current COVID 19 shut down. An extension through June 30, 2021, is needed, for all projects to be completed and payment issued.

***A motion was made by Bill Wentzel to approve the Dirt, Gravel and Low Volume Projects Extension. Greg Hopkins seconded. (Motion Passed)***

**Watershed Specialist Funding Renewal Request**

Mr. Zinn stated there is a five-year grant and each year within those five years a request to renew the contract is submitted with a budget for the year to Department of Environmental Protection (DEP).

***A motion was made by Commissioner Belding to submit the renewal request for Watershed Specialist Grant. Bill Wentzel seconded. (Motion Passed)***

### **CCD Fiscal Year Budgeting and Actuals Requirements**

Ms. Snider included in the packet how the state will begin tracking spending for each program. Most funds will be used for salary costs. Ms. Snider used salary information received from Ms. Carol Gooden, Deputy Controller, to work on the submission for next year's budget information with Conservation District Fund Allocation Program (CDFAP). The amounts include annual retirement, pay increase, and longevity raise.

	Lisa Snider	Lindsay Kozlowski	Ben Schweiger
Salary	\$59,576.00	\$53,234.00	\$36,504.00
Benefits	\$9,032.00	\$29,501.00	\$5,462.00

### **Coloring Contest and Poster Contest Award Announcement**

Ms. Snider noted the winners of the coloring and poster contests were notified, and the pre-k students received the bikes and helmets. The checks for the poster contest winners will be mailed out today.

### **HB 1822**

Ms. Snider received information from PACD Executive Director Brenda Shambaugh that Senator Scarnati's office has no intention of considering HB 1822.

### **Zelenkofske Axelrod, LLC 2020 engagement letter for 2019 Audit**

Ms. Snider received the engagement letter in March 2020. The audit is complete and the engagement letter needs signed by board members stating the conservation district will use Zelenkofske Axelrod's services.

***A motion was made by Commissioner Belding to approve signing engagement letter for Zelenkofske Axelrod, LLC. Greg Hopkins seconded. (Motion Passed)***

### **Kevin Willis Honor Roll Award**

Mr. Zinn penned a letter on behalf of the Conservation District in regards to nominating Mr. Kevin Willis for Izaak Walton League Honor Roll Award. The award honors a teacher each year.

***A motion was made by Bill Wentzel to submit a letter on behalf of the Conservation District. Greg Hopkins seconded. (Motion Passed)***

Ms. Snider added the Izaak Walton League emailed information regarding Wildlife Leadership Academy. An online version will be held in place of the in person course this year. Students can receive a scholarship from this program and the Izaak Walton League has agreed to fund five scholarships for students who may not receive one from the Academy. Mr. Zinn was asked if conservation would be interested in offering additional scholarships for other students. Ms. Snider stated not many students sign up for the program and will find out how many students enroll to see if more scholarships are needed.

#### **NIHAD001 – VanDruff Property**

Ms. Snider spoke with Commissioners and Mr. Jeff Marshall, Chief Clerk, regarding the VanDruff property. The company and property owner are at odds and the company is looking at a possible agreement where the property owner will be responsible for 70% uniform cover on the property. Ms. Kozlowski and Mr. Basinger met with the property owner, who expressed issues with the contractor and is not letting anyone back on the property. A permit was issued from the conservation office and was inspected at that time and everything looked good. Ms. Snider spoke with the land owner regarding what his responsibilities are along with the company that is renting the property for a right of way.

#### **Mini-Grant Washington Township Supervisors Chapter 105**

Ms. Snider spoke with Mr. Walt Stout, Supervisor, of Washington Township asking to apply for another mini-grant to extend the streambank stabilization project that was completed last year.

***A motion was made by Commissioner Belding to approve the Mini-Grant application of \$5,000.00 for Washington Township. Bill Wentzel seconded. (Motion Passed)***

#### **Lime Spreader Rental Agreement Amendment**

Mr. Schweiger discussed amendments to the lime spreader rental agreement. One change is to allow GRACE Program participants to rent the machine free of charge. Also, adding a line, for applicant to fill out, where the machine is being used and including that the applicant will be responsible for bringing all parts of the equipment back with the machine. Ms. Snider stated when a participant is signing up for GRACE asking about renting the machine will be part of completing the GRACE contract. At that point, the applicant will complete the rental contract up front. A copy of the contract with the updates will be included in next month's meeting packet for a decision from the board.

#### **2019 Grace Projects**

Mr. Schweiger has received receipts from participants completing projects. A breakdown of what's been spent and what is still contracted was included in the packet. July 31, 2020 is the deadline for 2019 and 2018 rollover applicants. Not all participants signed up for the 2018/2019 rollover, making additional funds available. This year \$79,642.75 has been reimbursed. \$146,696.15 from 2019 plus \$50,883.45 from 2018 still remaining to be issued.

Ms. Snider stated Ben and Sara are actively going to farms for applicants for the GRACE 2020 round during the Covid 19 shutdown. Lisa suggested that the board start thinking about the 2020 round of applications. The board should think about how they will treat this year's funding round. Lisa suggested that new applications be submitted for approval, where the applicant has never received funding from the GRACE Program. Then consider an extension for 2018/2019 GRACE applicants that have not completed the practice(s) approved, due to the COVID19 situation so that they may catch up on

conservation plans and GRACE practices that still need written and completed and continue in 2021 with returning applicants.

Mr. Schweiger added some funds allocated for GRACE are with fencing practices. Only one participant that applied for fencing was completed this past year. Ben suggested including interior temporary fencing with separate guidelines. Ben and Sara would like to meet with the Agricultural members to discuss this further.

Ms. Snider added Ms. Hlatky is in contact with Mr. Russ Gibbs, Forester, regarding forestry practices with the GRACE Program and possible changes.

### **102 E-permitting**

Ms. Snider stated on June 19, 2020 102 E-permitting will go live with mandatory NPDES and ESCGP permitting, which are pipeline permits and earth disturbance over one acre. Last year 105 E-permitting went live and only one permit was received and then sent on to the regional office. The conservation district has not had any experience with E-permitting. A conference call is set for Thursday, May 21, 2020 with the entire state on how the permitting works and what equipment is needed in order to do permitting in this manner. Training for the e-permitting will be done two days before e-permitting goes live. Ms. Snider and Ms. Kozlowski will gather a list of items and programs required to complete permits.

### **CONSERVATION DISTRICT OUTREACH**

Ms. Snider stated Conservation District week was May 3-9, 2020 and the Commissioner did a proclamation for the district. Mr. Zinn is working on a newsletter and all prior newsletters and the annual report have been sent to the state.

### **REPORTS FROM COOPERATING AGENCIES**

Mr. Jeremy Kelly, Greene County Planning and Economic Development, has a few projects going through for PADEP permitting, which is holding up the submission to the Planning office. Dollar General is held up on sewage approval due to needing access to the state route. EQT Compressor station is also awaiting permits. BFS in Mt. Morris had an issue with lease agreement and now there are talks of restoring the project. Jefferson Township has a project with no information to the Planning Commission. Tax abatements have received three to four since the beginning of the year. Issues with paperwork due to the closure of offices has slowed down the building of houses in the area. Jeremy stated the electronics recycling event is tomorrow, May 20, 2020 with some modifications. The roadway 2021-2024 transportation program opened on May 11, 2020. Any comments or issues regarding state roads, including projects, need submitted to Metropolitan Planning Office (MPO) in Pittsburgh. Mr. Kelly's office has the forms that need submitted for complaints.

Mr. Phil Evans, Natural Resource Conservation Service (NRCS), working through contracts by end of May. NRCS is working with one person per office. Currently looking

for some heavy use areas (HUA). Still has money available and working with Greene County applications to get through the system. Mr. Evans spoke with Mr. Cox about pursuing Environmental Quality Incentives Program (EQIP).

Ms. Michal Roup, Farm Service Agency, currently working from home. One person working in the office at a time. Acreage reporting will be through the mail this year. June 15 is deadline for grain and all other crops is July 15. Michael will be attending a training on Thursday regarding a new upcoming program called E fast.

Mr. Andy McAllister Western Pennsylvania Coalition for Abandoned Mine Reclamation (WPCAMR) house restitution 4248 currently in the House of Representatives is a measure to extend funding for WPCAMR. The state wide conference is postponed until October in State College. Treatminewater.com if interested in the conference and what's happening. Reclaim Act for an info structure stimulus bill should come about in July or August. WPCAMR meeting will happen in August by Zoom the information can be found on WPCAMR.org.

#### **EXECUTIVE SESSION**

There was no need for an executive session.

#### **NEXT REGULAR MEETING**

The Next Regular Meeting will be June 16, 2020 at 10:00 a.m.

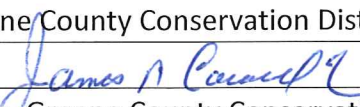

#### **ADJOURNMENT**

***With no further business to discuss, a motion was made by Greg Hopkins to adjourn the meeting at 11:25 a.m. Bill Wentzel seconded. (Motion Passed)***

Respectfully submitted,



April Morris  
Fiscal Officer

<b><u>MEETING MINUTES CERTIFICATION</u></b>	
We, the undersigned, agree that the minutes taken above were approved in their entirety by the Greene County Conservation District on <u>June 16</u> , 2020.	
	
Chairman, Greene County Conservation District	
	
Secretary, Greene County Conservation District	