Greene County Conservation District
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GREENE COUNTY CONSERVATION DISTRICT
REGULAR MEETING MINUTES
November 24, 2020

Ms. Lindsay Kozlowski led the Pledge of Allegiance.

CALL TO ORDER AND INTRODUCTION OF GUESTS
Mr. Jim Cowell called the meeting to order at 10:01 a.m. at Greene County Fairgrounds 107 Fairgrounds Road, Waynesburg, PA Building #10 upstairs.

Those in attendance were as follows:
GREENE COUNTY CONSERVATION DISTRICT DIRECTORS
Jim Cowell-Chairman; Commissioner Belding-Vice Chairman; Greg Hopkins-Treasurer; Bill Wentzel-Secretary; Glodenna Halstead; and Dave Shipman. Associate Directors: George Scull; Dominic Barbetta; and Keith Golden.

STAFF
Lisa Snider-District Director; Lindsay Kozlowski-District Officer Manager; Ben Schweiger-Agriculture Conservation Specialist; Sara Hlatky-Nutrient Management Specialist; Jared Zinn-Watershed Specialist and April Morris-Fiscal Manager

GUEST AND COOPERATING AGENCIES
Commissioner McClure-Greene County Commissioner.

PUBLIC COMMENTS
There were no public comments.

APPROVAL OF MINUTES
A motion was made by Commissioner Belding to approve the October 20, 2020 minutes. Dave Shipman seconded. (Motion Passed)

TREASURER'S REPORT
A motion was made by Greg Hopkins to approve the treasurer's report. Glodenna Halstead seconded. (Motion Passed)

CORRESPONDENCE AND UPCOMING EVENTS
Annual Awards Banquet-Wednesday, December 9, 2020-Valley View Farm
Ms. Snider stated the banquet will be cancelled due to current restricts with Covid19. Ms. Snider asked the board about still presenting the awards to the winners in small groups at an outside location,

individually or changing the date of the banquet. Commissioner Belding believes the awardees should still receive the recognition. Ms. Snider will send out an email with list of awardees and anyone interested in attending the presentations contact Lisa.

PSCFO Dedication to Agriculture Award
Ms. Snider emailed the information to all board members from PA State Council of Farm Organization. This award recognizes a farmer or service to farmers. Anyone with a possible candidate please submit to Lisa before the deadline of December 15.

Whiteley Creek Watershed Implementation Plan Grant Notification
Ms. Snider received a notification, for a 319 Grant that Mr. Zinn worked on, was turned down for funding this time. Jared is working with the state to move forward on obtaining a grant in the future. Any small farms needing assistance with soil or water can utilize the Growing Greener Grants with help from the Conservation District.

Secretary of Agriculture-Patrick McDonnell Letter
Ms. Snider emailed the letter received from Secretary McDonnell regarding the GRACE Program and level funding. Conservation was left as a line item on the state budget. Ms. Snider will recalculate funding for the district based on this new information.

Consol Energy Project
Commissioner Belding sent Ms. Snider an article regarding Consol Energy Project to utilize switch grass and recycled materials for building a power plant on 20,000 acres. The power plant will sequester CO 2 emissions to store underground. Lisa will email the information to the board members.

STAFF REPORTS
Written reports were included in the meeting packets.

Lindsay Kozlowski-Ms. Kozlowski worked with Mr. Zinn on grants for the Envirothon from First Energy and the mini-grant from the State Envirothon.

Zack Basinger- Mr. Basinger stayed at the office to answer phones during the meeting.

Ben Schweiger- Mr. Schweiger has the settlement for Cree's farm through Farmland Preservation.

Sara Hlatky- Ms. Hlatky worked with Ms. Snider and Ms. Kozlowski on Dirt and Gravel Road projects.

Jared Zinn- Mr. Zinn visited the PA State Game Lands and the work on controlling invasive species. Jared is working towards helping land managers set up partnerships to control invasive species.

April Morris- Ms. Morris asked if the newly added Fiscal Manager report was easy to read for the board members and was working on banquet preparations.

Lisa Snider- Ms. Snider met with the QAQC board from the state on Dirt and Gravel Road projects. Lisa thanked the board for helping with staff and interviews restructuring.

OLD BUSINESS

Fairgrounds Building

Commissioner Belding stated the building is in the works. Mr. Cowell stated all the machines are currently stored.

NEW BUSINESS

Request for Assistance

There was no request for assistance to present to the board.

2021 GCCD Meeting Dates

The meeting packets included a list of the 2021 meeting dates. Ms. Snider checked all the dates listed and no conflicts with holidays or elections interfered with the dates given.

> ***A motion was made by Bill Wentzel to approve the 2021 GCCD Meeting Dates and submit to the newspaper. Dave Shipman seconded. (Motion Passed)***

Pennsylvania Envirothon Donation

Ms. Snider received the PA Envirothon Donation request for 2021 that is presented to the scholarship awardee. Ms. Snider noted the 2020 donation request was never submitted after being approved by the board.

> ***A motion was made by Commission Belding to issue a $500.00 donation to the PA Envirothon. Dave Shipman seconded. (Motion Passed)***

2021 GCCD Budget

Ms. Snider and Ms. Morris worked on creating a new, easier to read budget for the board. The budget shows the type of expense along with the account it will be paid from. The Conservation District has seven (7) separate bank accounts not including the Envirothon Scholarship, Farmland Preservation and the Certificates of Deposits. The budget's first column shows the three (3) general fund accounts with a total of all three, along with all other accounts and totals. Ms. Snider included funding in almost every account for salaries, as needed, based on ACT 13 funding and if the budget amounts change, a revised budget may be presented. Commissioner Belding and Mr. Hopkins attended the budget meeting and approved the budget and new layout given.

> ***A motion was made by Greg Hopkins to approve the 2021 GCCD Budget. Bill Wentzel seconded. (Motion Passed)***

2021 Annual Plan of Operations (APO)

Ms. Snider updated the APO with the new job descriptions and new information provided for the district to follow. Ms. Snider would like the board to consider adding long range plan development to the APO that outlines how the district should run and items the board would like accomplished throughout the year and years to come. The PACD offers funding for help with creating this plan.

> ***A motion was made by Bill Wentzel to approve the 2021 Annual Plan of Operations. Dave Shipman seconded. (Motion Passed)***

2021 District Delegates

A list of delegates was provided in the meeting packet. Ms. Snider stated the Wheeling Creek Watershed Commission has listed Ms. Snider and Sam Silbaugh - a commissioner appointed delegate. Lisa advised the county is in charge of a dam at Enlow Fork Mine that may need attention soon. PACD still needs delegates from board or associate board members.

2021 Associate Directors

Ms. Snider received two (2) names for associate board members; Sean Hilverding and Tim Neil. Mr. Hilverding was recommended by Mr. Cowell and Mr. Neil by Ms. Halstead. Ms. Snider would like to send out the welcome packets for both Mr. Hilverding and Mr. Neil and invite them to attend the January meeting.

A motion was made by Greg Hopkins to send out associate board member welcome packets to both Mr. Sean Hilverding and Mr. Tim Neil. Dave Shipman seconded. (Motion Passed)

Dirt and Gravel Roads (D&GR) Fall Quality Assurance Board (QAB) Contracting

Ms. Snider along with Ms. Kozlowski, Ms. Hlatky, Mr. Scull, Mr. Golden, Mr. Shipman, Mr. Phil Evans, Mr. Eric Davis and a State Conservation Commission employee went on site visits for D&GR. There was a ranking of five (5) projects-Springhill Township-Coon Run Road project $89,000.00 #1 Ranked
Aleppo Township-Jacobs and Hewitt Run $153,500.00 #2 Ranked
Monongahela Township-Leslie Road $112,000.00 #3 Ranked
Wayne Township-Goodwin Hill continuation $96,200.00 #4 Ranked
Greene Township-Randolph Hill Road $118,000.00 #5 Ranked

Total $569,300.00 needed for all projects. Current available funding $315,053.74.

Mr. Shipman stated the D&GR QAB would like to recommend Coon Run-Springhill Township, Jacobs Run-Aleppo Township, and Leslie Road-Monongahela Township for approval. As long as a 20% match is received and committed by each township. If the match funds will not be committed, the QAB has requested to move and contract the next ranked project. All projects will need bid out with prevailing wage included.

A motion was made by Commissioner Belding to approve the QAB's recommendation of funding for the three (3) top ranked projects listed above, if the municipality agrees to provide a 20%. Should the township not agree to the match then move to the next project ranked and contract. Greg Hopkins seconded. (Motion Passed)

Conservation Plan Agreement-Cree

Mr. Schweiger stated this is one of the final items to complete the Cree Farmland Preservation Settlement. Mr. Phil Evans created this plan back in 2017 to add the new tract to the current conservation plan the Cree Farm already has in place. Once approved a signature is required by Mr. Cowell.

A motion was made by Bill Wentzel to approve additions to the Conservation Plan Agreement for Cree. Dave Shipman seconded. (Motion Passed)

2011-2019 Public Utility Commission (PUC) Fund Clarification

Ms. Snider recently reviewed the records for the PUC funds. The district began receiving PUC funds in 2013 for reporting periods of 2011 and 2012. At that time the funding was listed for capital improvements for the district. The PUC funds that were received in 2015 for 2014 reporting period

were designated for a purchase of the Ford Explorer, GRACE Program and Mini Grants. All years following, the PUC Funds have been designated for GRACE program funding. Minutes from the years missing were reviewed and Ms. Snider revealed, that although an intent was decided years ago to utilize the PUC funds set aside for capital improvements toward the GRACE program, an official motion to do this was never made and must have been overlooked at the time of the meeting in question.

Ms. Snider stated the first three years of funding are still available but are only listed to use towards capital improvements for when the district wanted to work towards obtaining a new office space. Since getting a new office is no longer a priority, Ms. Snider would like the board to make a decision on what the funds should be used for. The total amounts are $18,939.39 for 2011, $37,878.78 for 2012, and $56,818.18 for 2013.

A motion was made by Commissioner Belding to approve the use of PUC funding from 2011, 2012, and 2013 reporting years towards GRACE Program. Bill Wentzel seconded. (Motion Passed)

2021 Spring Field Days Proposal

Mr. Zinn sent out information on two (2) field days, an agricultural bmp and a streamside field day. The field days will be scheduled for this upcoming spring at Mr. Cowell's and Mr. Henry's farms. The objective is to show practices that are in place on the farm, how the practice works and how helpful the practice is to managing a farm.

A motion was made by Bill Wentzel to approve moving forward with the proposed two (2) field days in the Spring of 2021. Greg Hopkins seconded. (Motion Passed)

Hands-on Stream Ecology Projects Proposal

Mr. Zinn spoke with local Envirothon educators regarding the hands-on stream ecology projects. The projects are a scientific hands-on experiment that look at the insect communities in local streams. The projects work well with Envirothon education and STEM programs within schools. Mr. Zinn is recommending purchase of five (5) kits for each school district in Greene County. Mr. Zinn will be applying for a grant to cover the costs of the kits and work with schools during district office hours.

A motion was made by Bill Wentzel to approve applying for grant funding to purchase the five (5) kits. Glodenna Halstead seconded. (Motion Passed)

Ohio River Basin Planning Work Group

Mr. Zinn received an invitation to participate in the Ohio River Basin Planning work group for the Greene County Conservation District.

A motion was made by Dave Shipman for Mr. Zinn to participate in the Ohio River Basin Planning work group. Commissioner Belding seconded. (Motion Passed)

Miss Agriculture USA and Elite Ms. Agriculture USA

The district received a donation request for Abigail Yenchik and Becky Yenchik both mother and daughter are looking for sponsors to participate in the Miss Agriculture USA pageant.

A motion was made by Greg Hopkins to sponsor both Abigail and Becky Yenchik as a gold level sponsorship for $500.00. Dave Shipman seconded. (Motion Passed)

Mr. Cowell brought up an issue with lime spreader rental and the individual not having paperwork completed, after stating the paperwork was finished. After discussion by the board, Ms. Snider will have a conversation with the individual on behalf of the board.

CONSERVATION DISTRICT OUTREACH

Mr. Zinn along with Ms. Morris have worked on the newsletter with Direct Results. The process has been ongoing over a few months and caused delays in printing due to the change in vendor.

Ms. Snider added the MOU was signed by the Greene County Commissioners, and once the board members sign, a copy will be sent over to the Commissioner's office.

Commissioner Belding noted virtual town halls are happening with several townships to go over any issues for those areas.

REPORTS FROM COOPERATING AGENCIES

No cooperating agencies attended.

EXECUTIVE SESSION

There was no need for an executive session.

NEXT REGULAR MEETING

The Next Regular Meeting will be December 15, 2020 at 10:00 a.m.

ADJOURNMENT

A motion was made by Dave Shipman to adjourn the meeting at 11:46 a.m. Greg Hopkins seconded. (Motion Passed)

Respectfully submitted,

April Morris

April Morris
Fiscal Manager

MEETING MINUTES CERTIFICATION
We, the undersigned, agree that the minutes taken above were approved in their entirety by the Greene County Conservation District on January 19, 2021.
Jam Cowell
Chairman, Greene County Conservation District
William C. Wertzel
Secretary, Greene County Conservation District