



Greene County Conservation District

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GREENE COUNTY CONSERVATION DISTRICT REGULAR MEETING MINUTES July 21, 2020

Mr. Dave Shipman led the Pledge of Allegiance.

CALL TO ORDER AND INTRODUCTION OF GUESTS

Mr. Jim Cowell called the meeting to order at 10:00 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-Commissioner Representative/Vice Chair; Greg Hopkins-Treasurer; Bill Wentzel-Secretary; Glodenna Halstead; Melissa Adamson; and Dave Shipman. Associate Directors: George Scull; Carol Adamson; Jerry Day and Keith Golden.

STAFF

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

GUEST AND COOPERATING AGENCIES

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

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

A motion was made by Dave Shipman to approve the June 16, 2020 minutes. Melissa Adamson seconded. (Motion Passed)

TREASURER'S REPORT

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

CORRESPONDENCE AND UPCOMING EVENTS

Greene County Farm Bureau Family Picnic Pig Roast-July 19, 2020

Mr. Cowell stated the event was cancelled.

STAFF REPORTS

Written reports were included in the meeting packets.

Lindsay Kozlowski- Ms. Kozlowski attended the Quality Assurance Board meeting for Dirt and Gravel Roads on Friday, July 17, 2020. Lindsay included a chart on her staff report showing the difference in income for Chapter 102 and Chapter 105 Fees for this time last year and this year.

Zack Basinger- Mr. Basinger stated permits have slowed down this past month. Zack has been out on inspections throughout the month. West Nile Virus numbers are way down compared to this time in 2018. So far, there have been three positives in PA. In 2018, there were 980 positive cases.

Ben Schweiger- Mr. Schweiger stated GRACE Program is in full swing and attending farm visits along with Ms. Hlatky.

Sara Hlatky- Ms. Hlatky noted Riley Sunday from Allegheny County is working on a Nutrient Management Plan for Washington County and once completed the plan will be sent to the Greene County Conservation District for review.

Jared Zinn- Mr. Zinn added the Rain Barrel workshops are scheduled for July 30 and August 6. The workshops were advertised in the local newspapers and online for any Greene County resident. Masks are required and a limited number of people can attend based on the CDC guidelines for Covid-19.

Lisa Snider- Ms. Snider stated some of the conservation staff are taking vacations and quarantining at home for a 14-day period that's required by the County before returning to the office, if a hot spot state is visited, according to the Pennsylvania Health Department guidelines. Mr. Schweiger will be working from home later in July and into August.

Lisa is gathering all the data for last fiscal year 2019/2020 for reporting purposes. All numbers match and reimbursements spent in accordance with the guidelines.

OLD BUSINESS

Resource Enhancement and Protection Program Guidelines (REAP)

A draft of the REAP guidelines were included in the meeting packet. Ms. Snider stated the State Conservation Commission will be reviewing the guidelines for approval at the July 2020 meeting.

Commissioner Belding mentioned the county will receive funding through the CARES ACT federal grant money and a portion of the funds can be used towards a building that the Conservation District can use in the future to store the two lime spreaders and no till drill. The construction of the building will need to be completed by December 30, 2020. Jim Cowell, George Scull, Dave Shipman and Lisa Snider will further discuss sizes and pricing to submit to the commissioners a recommendation of size and essential needs.

NEW BUSINESS

Request for Assistance

There were seven requests for assistance to bring before the board.

Kristi & Robert Howard-Garards Fort-18 Acres

Jason D Phillips-Graysville-16 Acres

Morris Family Farm-Waynesburg-208 Acres

Darren Crouse-Carmichaels-32 Acres

Roy Britner-Carmichaels-65 Acres

Nan-Vue Farm-Carmichaels-50 Acres

Rocky Ridge Farms-Waynesburg-400 Acres

Mr. Schweiger and Ms. Hlatky visited each participant's farm.

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

Community Bank Collateralization Letter

Ms. Snider presented the 2020 collateralization letter provided by Community Bank. This collateralization letter is needed to show that funds exceeding the FDIC insured accounts exceeding the \$250,000 threshold held by Community Bank are guaranteed. The auditor will receive a copy of this letter and will be kept on file for the State Conservation Commission if requested.

PUC 2019 Funding

Ms. Snider received the ACT 13 Unconventional Gas Well Funds (UGWF) check for \$59,827.65 for reporting year 2019. All 66 conservation districts receive the same amount of funding from the Pennsylvania Public Utilities Commission annually as a result of the Act 13 UGWF 15 year production fee.

A motion was made by Dave Shipman to deposit funds into the short term, 13-month, Certificate of Deposit (CD) the district has with Community Bank. Commissioner Belding seconded. (Motion Passed)

A motion was made by Commissioner Belding to apply the total amount of \$59,827.65 towards the GRACE Program, as needed. Bill Wentzel seconded. (Motion Passed)

FY 2020/2021 CDFAP Purposed Allocations for UGWF

Ms. Snider included three spreadsheets in the meeting packet that show a proposed allocation concept for FY 2020-2021. The State Conservation Commission will vote at their July 2020 meeting to choose the option that will be utilized for allocations to all 66 districts in Pennsylvania. The A columns listed on the spreadsheets are the same for all districts and is the Conservation District Fund Allocation Program (CDFAP) portion of the funding available. Each district, no matter what option chosen, will receive \$22,350.00 for manager reimbursement, \$16,225.00 for 1st technician reimbursement, and \$16,225.00 for ACT technician reimbursement. The B Column is administrative funding and are different amounts for option 1, 2, or 3. The administrative funding is used for copier, telephone, office supplies, postage, and other items that help the conservation district run. The next column is the well count per county from 2005-2019 as recorded by Department of Environmental Protection (DEP). Column C is the division of the \$1,759,125.00 between counties with drilled wells. Ms. Snider believes option two will be the suggested option voted on by the State Conservation Commission. Last year, the district received approximately \$194,000.00, this year the suggested option shows about \$176,000.00 in funding for Greene County Conservation.

Mr. Greg Hopkins asked what option two is based on. Ms. Snider stated it is a \$15,000.00 base grant for each county that has a well drilled in the past 15 years. Taking that amount times how many counties have wells subtracting it from the total amount of money \$1.7m then dividing that number by the total number of wells drilled in Pennsylvania. Then multiplying that number by how many wells each county has to obtain the final amount of funds each county should receive.

2019 Financial Statements and Supplementary Information and Zelenkofske Axelrod LLC. Management Representation Letter

The Conservation District financial statement was included in the meeting packets. Ms. Snider asked for comments or questions to send to Zelenkofske Axelrod LLC. for completion of the 2019 financial statement. A management representation letter was also included and will need signed by the chairman and district manager upon approval.

A motion was made by Bill Wentzel to approve signing the management representation letter. Dave Shipman seconded. (Motion Passed)

GRACE Application Fencing Update

Mr. Schweiger and Ms. Hlatky received three quotes for interior temporary fencing from Bonita Whalen at Kencove Farm Fence Supplies. The quotes are for portable electric net system, two-strand premium poliwire and two strand economy poliwire. The net system average cost per foot is \$3.55. The premium two strand is \$1.09 per foot and the economy two strand is \$.47 per foot. The current reimbursable rate for the permanent interior fencing is \$1.60 per foot. After a brief discussion on how to calculate the reimbursement rate and which fencing systems would be the best options. A decision was made to have the portable electric net system and premium two strand poliwire as

the two temporary fencing options. Applicants reimbursement rate is half of the estimates provided by Kencove Farm Fence Supplies. Ben and Sara will visit farms; determine the type of fencing needed and best option that is reimbursable through the GRACE Program.

A motion was made by Commissioner Belding to approve \$.55 per foot for two-strand premium poliwire and \$1.78 per foot for electric net system. Melissa Adamson seconded. (Motion Passed)

Mr. Schweiger has received calls about GRACE participants not able to complete the contracted practices. The current deadline is July 31, 2020. Ben suggested accepting receipts until the September board meeting or rolling them into the next round of applications with a stipulation that signing up and receiving approval for another practice cannot happen until the original contracted practice is complete. The next round of GRACE applications must be submitted by August 31, 2020 for approval at the Conservation District September 15, 2020 board meeting.

A motion was made by Greg Hopkins to approve an extension of the 2019 GRACE contracts deadline through September 15, 2020. Bill Wentzel seconded. (Motion Passed)

Dirt, Gravel, Low Volume Road 2020-21 Contract Approvals

Ms. Snider, Ms. Kozlowski, Ms. Hlatky and members of the Dirt, Gravel, Low Volume Road Quality Assurance Board (QAB) met on Friday, July 17, 2020. The purpose of the meeting was to rank several locations for funding through the Dirt, Gravel, Low Volume Road programs. The QAB had a spreadsheet with each location listed for ranking purposes. Ms. Snider noted the State Conservation Commission (SCC) is voting on the amounts of funding for each district at the July 2020 meeting. Greene County Conservation District is set to receive approximately \$430,000.00 in Dirt and Gravel Road Funding, which is higher than last year's total of \$382,000.00. Low Volume had a small decrease in funding from last year and is expected to receive about \$102,000.00 for 2020-2021.

The Conservation District is estimated to have \$377,238.74 to contract for FY 2020-2021. This amount was derived from the estimated SCC FY 2020-2021 proposed funding totals, that are to be approved at the July 2020 State meeting. Those funds should exceed \$400,000.00 and with the FY 2019-2020 contracted and approved projects remaining to be funded gives the district the \$377,238.74 estimate. It must be remembered the 2019-2020 contracts were over contracted. The grant requested from reviewed projects is approximately \$252,000.00. The QAB proposes that all projects, with exception to the Greene Township-Randolph and Falls Hollow Roads should be approved for funding by the district board. Greene Township needs an extension until the next GCCD Board meeting to supplement the application and complete the items the QAB suggested. After a month, if requirements are not completed, Ms. Snider will suggest the township reapply in October for the next round of funding.

A motion was made by Commissioner Belding to approve the QAB recommendation's except Greene Township. Bill Wentzel seconded. (Motion Passed)

Ms. Snider stated Low Volume Roads available funding is \$168,663.61. This total comes from the amount left to contract from the previous fiscal year and the amount the State Conservation Commission is potentially approving at this month's SCC state meeting. g. The number one ranked project is Sugar Camp Road in Jefferson township and the township is requesting approximately \$167,500.00. The project is a slide and currently the road is completely closed to traffic. The road has failed and topped and pushed the stream out of its original path. The townships in-kind contribution will be to pay to have a Geotechnical engineer evaluate the site, Widmer Engineering, and blacktop the road once finished. The work will help move the road further away from the creek and to stop the erosion from under the road at the toe of the slop where the stream is located. The township will cover any cost over the \$167,500.00.

A motion was made by Melissa Adamson to approve contract for Sugar Camp Road in Jefferson for \$167,500.00 as a Low Volume Road Project. Bill Wentzel seconded. (Motion Passed)

Ms. Snider added the QAB approved final payment for the Creek Road Project in Monongahela Township.

QAQC evaluation is set for October 27 and 28, 2020. This is a complete program review, to evaluate how the district runs their local program and to ensure that the program is being administered correctly.

Environmentally Sensitive Maintenance (ESM) Certifications, for all townships, are extended thru next year. Training for recertification has not been held due to Covid-19 and the limited number of attendees allowed for an event.

2020 Greene County Youth and Livestock Show and Sale

Mr. Cowell ask Ms. Snider to poll the board regarding a Lamb and Steer show and sale on August 12, 2020. This is not a 4H event and therefore have no funding. The show is asking for donations to help with costs to have the show for the Greene County children involved with 4H that were not able to participate in the yearly fair show and sale. The Greene County Fair has been cancelled due to Covid-19 leaving local students with animals that were supposed to go up for sale. The event is asking for approximately \$2,500.00 to cover the cost of judges, insurance and exhibitor fees. The event will be outside with restrictions based on CDC guidelines. Ms. Snider stated the district could pay the invoices for judges and insurance directly. The Greene County Youth Livestock Show and Sale Association can issue an invoice to the district with the amount needed for premiums. Participants must contact the association and receive a buyer number in the mail to attend the event. It will be broadcast live on Facebook otherwise is not open to the public to attend.

A motion was made by Bill Wentzel to sponsor up to \$2,500.00 towards judges, insurance and exhibitor fees for the Greene County Youth Livestock Show and Sale. Dave Shipman seconded. (Motion Passed)

CONSERVATION DISTRICT OUTREACH

There was no additional outreach

REPORTS FROM COOPERATING AGENCIES

Mr. Jeremy Kelly, Greene County Planning and Economic Development, stated the planning commission approved the Dollar General. BFS in Mt. Morris received final approval and will begin September 1, 2020. The Tabernacle in Mt. Morris wants to create an event center. CNX has two compressor stations that need buildings over the already existent pad. EQT is on hold until further notice. There have been 15 tax abatements in the last month and 1 agricultural building to store tractors. The electronics recycling is September 16, 2020 unless something changes. Mr. Kelly is also working on a glass recycling event. The cost would be \$1,500.00 for a recycling container to be dropped off and picked up.

Ms. Snider added 102 e-permitting has been delayed till first of September.

EXECUTIVE SESSION

There was no need for an executive session.

NEXT REGULAR MEETING

The Next Regular Meeting will be August 18, 2020 at 10:00 a.m.

ADJOURNMENT

With no further business to discuss, a motion was made by Dave Shipman to adjourn the meeting at 11:32 a.m. Greg Hopkins seconded. (Motion Passed)

Respectfully submitted,

April Morris
Fiscal Officer

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