Greene County Conservation District
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GREENE COUNTY CONSERVATION DISTRICT
REGULAR MEETING
MINUTES
November 21st, 2017

CALL TO ORDER AND INTRODUCTION OF GUESTS
The meeting was called to order by Chairman Eisiminger at 10:05 a.m. at the Greene County Conservation District Conference Room, 22 West High St., Waynesburg, PA. Those in attendance were as follows:
Greene County Conservation District Directors and Associate Directors
Bradley Eisiminger-Chairman; Tom Headlee-Treasurer; Jim Cowell-Secretary; Greg Hopkins-Director; Mike Belding-Director; and Bill Wentzel-Director.
Guests and Cooperating Agencies-NRCS
Phil Evans-NRCS
Staff
Lisa Snider-District Manager; Lindsay Kozlowski-Assistant Manager/Environmental Program Specialist; Zack Basinger-Environmental Program Specialist; April Brummage-Environmental Program Specialist; and Becky Salosky-Fiscal Officer.

Ms. Kozlowski and Mr. Basinger attended a portion of the meeting.

PUBLIC COMMENTS
There were no public comments.

APPROVAL OF MINUTES
A motion was made by Bill Wentzel to approve the minutes of the October 17th, 2017 meeting. Tom Headlee seconded. (Motion Passed)

TREASURER'S REPORT
A motion was made by Jim Cowell to approve the *treasurer's report. Bill Wentzel seconded. (Motion Passed)*

CORRESPONDENCE AND UPCOMING EVENTS
Annual Awards Banquet
The banquet will be held on Wednesday, December 13th, 2017 at Thistlethwaite's Vineyards. The GCCD board meeting, if needed, will be held at 5:00 p.m. and the Greene County Farmland Preservation Board meeting, if needed, at 5:30 p.m.

DISCUSSION OF STAFF REPORTS
Lindsay Kozlowski – Our first donation for the Envirothon was received from Bankson Engineers.

Zack Basinger – In the past month, Ms. Kozlowski and he has spent a lot of time in the field, conducting inspections, investigating complaints, etc.

April Brummage – As receipts for practices completed are received, she has been processing payments under the Greene County's Reinvestment in Agriculture: Cost Share (GRACE) program.

Lisa Snider – Ms. Snider offered nothing additional to her report.

OLD BUSINESS
Burwell Cemetery – Bald Hill Church Road
No additional information has been received regarding the project.

NEW BUSINESS
Request for Assistance
Steve Apperson – Washington Twp. – 20 acres
Lewis C. Fox – Perry Twp. – 24.8 acres
Mike Wood – Washington Twp. – 75.8 acres
Josh Brozik – Perry Twp. – 10 acres

With the exception of Mr. Brozik, all of the requests for assistance are a result of the GRACE program.

Following a brief discussion, a motion was made by Mike Belding to accept these requests for assistance. Bill Wentzel seconded. (Motion Passed)

Dirt & Gravel and Low Volume Roads Program
On November 7th, 2017, the Quality Assurance Board (QAB) (comprised of Eric Davis, PA Fish and Boat Commission, Phil Evans, NRCS, Bill Wentzel, GCCD, Lisa Snider, GCCD, and Lindsay Kozlowski, GCCD) visited the proposed sites to rank the projects to present their recommendation to the GCCD board. The minutes of the Quality Assurance Board (QAB) meeting, that includes an outline of all the sites that were visited on November 7th, 2017, were included in the meeting packets. Also included, was a spreadsheet that includes all of the existing contracts and the amount of funding available.

Below is an estimate of the funds available for the program.

Dirt & Gravel Road		Low Volume Road	
Account Balance	$942,181.20	Account Balance	$214,776.22
Existing Funds at PA DEP	$207,944.50	Existing Funds at PA DEP	$49,211.77
Administration	$5,000.00	Administration	-
Education	$5,000.00	Education	-
Total Funding Available	$1,150,125.70	Total Funding Available	$263,987.99
Contracted Work Remaining	-$562,597.45	Contracted Work Remaining	-$124,093.60
Total Funding Available	**$587,528.25**	**Total Funding Available**	**$139,894.39**

The QAB visited the following projects that were completed.

Jackson Township – Moninger Run Road - $50,188.00
Wayne Township – Bowlby Hill Road (Lake Wilma Side) - $36,088.85

The Moninger Run Road Project, that received upfront funding, was completed in a satisfactory manner. Once all of the receipts are provided and reviewed, final payment can be made. Additional work is needed

on the Bowlby Hill Road project before final payment can be made. The QAB will visit this site once the additional work is completed.

Ms. Snider reviewed the projects, as recommended for funding by the QAB, as follows.

Low Volume Road Projects
Carmichaels Borough – North Market Street - $4,907.43
Gilmore Township – Tustin Run Road - $34,986.96
Morgan Township – Pollocks Mill Road - $100,000.00
Dirt & Gravel Road Projects
Wayne Township – Bowlby Hill Road - $35,851.00
Jackson Township – Jones Road - $64,354.00
Jackson Township – Kiger Hill/Cornwall Road - $112,872.00
Cumberland Township – Carter Road - $93,137.37
Morgan Township – Beagle Club Road - $6,212.85

Since there should be a surplus of funding for Dirt and Gravel Road projects, approximately $265,000, the QAB thought that another application period could be opened.

> ***Following discussion, a motion was made by Jim Cowell to accept the recommendation of the QAB and approve the above projects to be funded under the Dirt & Gravel Road program, for approximately $312,427.22, and Low Volume Road program, for approximately $139,894.39. Mike Belding seconded. (Motion Passed)***

The QAB also discussed purchasing equipment with program funds that could be used to complete projects. A trash pump would be useful when stream crossings are done and surveying equipment, that could be used for the installation of cross pipes, french drains, etc., was noted as possible purchases. It was also noted that the pumps could also be used in flooding situations by townships who are under contract with GCCD. The board suggested that Greene County Chief Clerk, Jeff Marshall and Larry Marshall, both members of the Franklin Township/Waynesburg Borough fire department, Rick Patton, also a member of the fire department, Greene County's Emergency Management and Maintenance Departments be contacted to help determine the correct equipment to purchase.

> ***Following discussion, a motion was made by Jim Cowell to allow Ms. Snider to obtain additional information, prices, etc. for consideration. Bill Wentzel seconded. (Motion Passed)***

Donations to Greene County FFA Improvement Association & Ralph Bell Bird Club
Sometime ago, the GCCD board approved an annual donation of $1,500 to the Greene County FFA Improvement Association and $500 to the Ralph Bell Bird Club. During the preparation of the 2018 budget, it was found that donations for 2016 and 2017 were not made.

> ***Following a brief discussion, a motion was made by Greg Hopkins to approve the payment of these donations for 2016, 2017 and 2018 (a total of $4,500 to the FFA and $1,500 to the bird club). Mike Belding seconded. (Motion Passed)***

Computer Upgrades
A quote of $5,698.41 was received to upgrade six of the staff's desktop computers and software (Ms. Salosky's computer was replaced last year) was distributed at the meeting. Battery backups may also be needed and would be an additional charge. Ms. Snider noted that extra funding through Unconventional Gas Well Funds (UGWF) should be available for this purchase.

Following a brief discussion, a motion was made by Jim Cowell to approve a maximum expenditure of $6,500 to upgrade the office computers. Tom Headlee seconded. (Motion Passed)

Water Monitoring Equipment Purchase
Information regarding this matter was included in the meeting packets. In 2011, GCCD donated funding to the Harry Enstrom Izaak Walton League of America (IWLA) to develop a citizen water monitoring program which is doing quite well. At this time, they wish to expand the program and purchase additional water monitoring test kits. The cost estimate for a kit is $232.60. Since the original intent of the program was to have someone from GCCD trained to do water testing, the board was asked to consider purchasing one or two of these kits for GCCD use. It was also noted that Envirothon teams have requested to use water monitoring equipment so, if GCCD does purchase kits, they could also be used by the schools.

Following a brief discussion, a motion was made by Bill Wentzel to purchase two water monitoring kits. Mike Belding seconded. (Motion Passed)

2018 Annual Plan of Operations (APO)
The proposed APO was included in the meeting packets and was brought forward at this time for approval.

Following a brief discussion, a motion was made by Jim Cowell to approve the APO as presented. Bill Wentzel seconded. (Motion Passed)

2018 Meeting Dates
A copy of the proposed meeting dates was included in the meeting packets. The meeting dates will remain the same, the third Tuesday of each month, at 10:00 a.m. at GCCD's conference room.

Following a brief discussion, a motion was made by Greg Hopkins to approve the 2018 meeting dates as presented. Jim Cowell seconded. (Motion Passed)

Associate Directors
Associate Directors are appointed in January for a one-year term. In addition to our current Associate Directors, the following individuals were suggested to be invited to serve: Dominic Barbetta, Bill Hildreth, Kevin Paul, Bill Pettit, Brian Swartz, Jamie Thistlethwaite, Ethan Virgili and Chuck Wise. Letters, and information regarding GCCD, will be sent to these individuals.

Greene County's Reinvestment in Agriculture: Cost Share Enhancement (GRACE) Program Farmer Applications and Application Period
All of the applications for lime, fertilizer, and water systems were approved at the September 19th, 2017 GCCD meeting. Excluded from the approval, was practices to improve their watering systems, that were inadvertently, omitted from the contract. Ms. Brummage distributed a list that included the applicant's name, the exclusion, and the new estimated total to complete all of the practices.

<u>Jim Cowell</u>
Waterline from new system – 800' at $2.26/foot = $1,808.00
New Estimated Total - $7,528.00

<u>Lewis Fox</u>
Watering System Repair – Pipeline - $1,000.0
New Estimated Total $3,940.00

Brian Swartz
Pipeline – Overflow from spring development to pasture field – 3,000' at $2.26/foot = $6,780.00
New Estimated Total - $11,307.00

Ms. Snider distributed a spreadsheet that includes all of the contracts with an estimated total of $84,000.00, which excludes the additional practices discussed above.

> ***Following discussion, a motion was made by Mike Belding to amend the GRACE contracts of the individuals discussed above to fund the additional practices. Bill Wentzel seconded. (Motion Passed with One Abstention, Jim Cowell)***

The board agreed to extend the application period for the GRACE program. The application period will be from January 1, 2018 to August 31st, 2018.

Mr. Cowell noted that an amendment is needed in the lime spreader contract to ensure that renters are using the proper size tractor; at least 50 horsepower, and that an undersized tractor could result in injury. By signing the contract; they take full responsibility.

Envirothon Donation
This item was received after the agenda was prepared. Annually, the PA Envirothon seeks donations to fund scholarships for the winning teams.

> ***Following discussion, a motion was made by Jim Cowell to donate $500.00 to the PA Envirothon. Tom Headlee seconded. (Motion Passed)***

West Nile Virus Grant Signatures
GCCD was awarded a grant through the PA Department of Environmental Protection (PA DEP) to conduct a monitoring program next year. PA DEP is only accepting electronic signatures on the grant. Two signatures are required (the Chairman and the Secretary or Treasurer) and the signers will need to respond to an e-mail from PA DEP to provide an electronic signature. Mr. Eisiminger and Mr. Cowell will sign the grant.

2018 Budget
A copy of the proposed budget was included in the meeting packets. The budget committee, comprising of Mr. Headlee and Mr. Belding meet with Ms. Snider and Ms. Salosky to draft the budget. Ms. Snider noted that the structure of the budget was changed and she explained those changes. Also, $2,000 was added to the scholarship budget to cover our donations to the Ralph Bell Bird Club and the Greene County FFA Improvement Association.

> ***Following discussion, a motion was made by Jim Cowell to approve the budget as drafted by the budget committee. Greg Hopkins seconded. (Motion Passed)***

Annual Awards Banquet
Following visits to the farm of Ethan Virgili and the business of Kevin Paul, the Outstanding Cooperator award will be presented to Mr. Virgili and the Agri-Business award to Mr. Paul.

Ms. Thistle will be presenting the award to Russ Gibbs and Mr. Cowell will present the award to Mr. Virgili.

Mr. Shipman will provide a review of the accomplishments of the Greene County Farmland Preservation program.

Ms. Snider noted that the Greene County Department of Economic Development is working with Republic Foods to develop a program for sheep and goat production. Representatives from Republic Foods will be invited to speak at our banquet.

Reports from Cooperating Agencies and Guests

Phil Evans-NRCS – He commended Ms. Snider for the organization of the Dirt and Gravel Road Program. They continue to work on the Environmental Quality Incentives Program (EQIP). Regarding staffing, Brooke Clutter is no longer at the Fayette office; she has moved on to Bedford County, Mike Hamilton has been hired as a technician, and Chuck Shrump has resigned from his part-time position. NRCS requirements for streambank fencing has been changed, and in most cases, must be at least 35' from the stream.

EXECUTIVE SESSION
There was no need for an executive session.

The Next Regular Meeting will be January 16th, 2018 at 10:00 a.m.

ADJOURNMENT

A motion was made by Jim Cowell to adjourn the meeting at 11:35 a.m. Tom Headlee seconded. (Motion Passed)

Respectfully submitted,

Rebecca K. Salosky

Rebecca K. Salosky
Fiscal Officer

MEETING MINUTES CERTIFICATION
We, the undersigned, agree that the minutes taken above were approved in their entirety by the Greene County Conservation District on 1/16, 2018.
Bradley Eisiminger
Chairman, Greene County Conservation District
Michael H Baldi
Secretary, Greene County Conservation District