



Greene County Conservation District

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GREENE COUNTY CONSERVATION DISTRICT REGULAR MEETING MINUTES February 19, 2021

Mr. Jim Cowell led the Pledge of Allegiance.

CALL TO ORDER AND INTRODUCTION OF GUESTS

Mr. Jim Cowell called the meeting to order at 2:31 p.m. at Greene County Conservation District Conference Room 22 West High Street, Suite 204, Waynesburg, PA 15370

Those in attendance were as follows:

GREENE COUNTY CONSERVATION DISTRICT DIRECTORS

Jim Cowell-Chairman; Commissioner Belding-Vice Chairman; Greg Hopkins-Treasurer; William Wentzel-Secretary; Glodenna Halstead; and Dave Shipman. Associate Directors called in: George Scull; Dominick Barbetta; Sean Hilverding and Keith Golden.

STAFF

Lisa Snider-District Director; Lindsay Kozlowski-District Office Manager and April Morris-Fiscal Manager

GUEST AND COOPERATING AGENCIES

None in attendance.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

A motion was made by Dave Shipman to approve the January 19, 2021 minutes. Commissioner Belding seconded. (Motion Passed)

TREASURER'S REPORT

Ms. Morris stated two treasurer's reports were included in the packet due to the old and new QuickBooks being used based on dates of bills/payments and which book the item applies to. Additions to the treasurer's report included a payment for William Renner \$1,368.00 paid from First National General Fund on February 12, 2021. Also, a payment to Observer Reporter for \$213.20 from First Federal General Fund on February 12, 2021. December 31, 2020 reconciliation reports for all accounts were also included in the packet to show where the beginning balances for the new QuickBooks came from.

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

CORRESPONDENCE AND UPCOMING EVENTS

State Ethics Forms for Director Completion by April 30, 2021

Listed as a reminder.

2021 District Directors and Associate Directors Contact Information and Envirothon Contribution

Listed as a reminder.

2021 Greene County Mileage Rates

Ms. Snider noted the new mileage rate is \$.56 per mile, down from last years \$.575 per mile.

Virtual Speaking Contest FFA

Ms. Snider received information from Ms. Karlie Wright from West Greene School District. The event will be March 7, 2021 starting at 9:00 a.m. until after 1:00 p.m. Lisa will email everyone the information so they can directly respond to Ms. Wright if they would like to participate in the judging the contest.

QAQC Evaluation

The district received the evaluation showing how the district is meeting expectations and where the district needs to improve on the administration of the Dirt and Gravel Road/Low Volume Road Program. Most areas needing help are in stream crossing projects.

STAFF REPORTS

Written reports were included in the meeting packets.

Lindsay Kozlowski- Ms. Kozlowski added the in-person event for the Envirothon is set for April 22, 2021 at Hunting Hills in Dilliner, PA. Lindsay will speak with the local school districts next week to verify attendance. The State Conservation Commission issued a Covid release for schools to fill out along with taking temperatures are participants the day of the event. Most agencies will not be available to attend due to restrictions and stations may need volunteers from board members. Sheetz is willing to donate a packed lunch for students attending the event. Lindsay needs shirt sizes immediately from anyone wanting an event shirt.

OLD BUSINESS

Fairgrounds Building

Commissioner Belding stated the building is moving forward.

NEW BUSINESS

Request for Assistance

There were no requests for assistance to present to the board.

Maher Duessel-2020 to 2023 Audit Services

Ms. Snider emailed the letter of engagement information to board members regarding audit services being provided by Maher Duessel for 2020 through 2023

A motion was made by Commissioner Belding to sign the Maher Duessel letter of engagement to provide the district audit services through 2023. Bill Wentzel seconded. (Motion Passed)

2021 Greene County Conservation District Committees

A motion was made by Greg Hopkins to approve the 2021 Committee volunteers as listed. Dave Shipman seconded. (Motion Passed)

Organizational Sign-On Letter: Support Expansion of the Proposed PA Science Standards

Ms. Snider noted the state is changing the education requirements by removing the Environmental Education section of a school's curriculum.

A motion was made by Dave Shipman to approve opposing the removal of Environmental Education from school curriculum. Commissioner Belding seconded. (Motion Passed)

2021 Budget Adjustments

Ms. Snider received the supplemental state approved information with the additional approved budget totaling \$198,268.00. Lisa included three spreadsheets in the meeting packet. One showing a breakdown of programs the new funding would be used in via employee salary and benefits. Second spreadsheet was the original 2021 budget that was approved. The third spreadsheet is an updated version of the budget with the new approved state funding along with West Nile Virus updated funding.

A motion was made by Commissioner Belding to approve budget adjustments. Greg Hopkins seconded. (Motion Passed)

DGLVR Application Engineering Fee Schedule

Ms. Snider, Ms. Kozlowski and Ms. Hlatky had administrative training for Dirt and Gravel Roads Program. During this training Ms. Snider asked if paying for an engineer via a fee schedule is an allowable expense. State Conservation Commission (SCC) stated this is an allowable expense. Ms. Snider suggested the board look into the possibility of hiring an engineer on a project-by-project basis to assist with the development of complex applications for townships. Once the projects are approved the township can utilize the same engineer to help with the development of bid packages, permit documents and site development. The idea is to have a better understanding of the costs associated with a project upfront. Lisa asked the board to think over the idea of hiring an engineer for assistance with larger projects.

CONSERVATION DISTRICT OUTREACH

No District Outreach.

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 March 16, 2021 at 10:00 a.m. Greene County Fairgrounds.


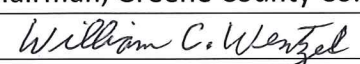
ADJOURNMENT

A motion was made by Dave Shipman to adjourn the meeting at 2:55 p.m. Bill Wentzel seconded. (Motion Passed)

Respectfully submitted,



April Morris
Fiscal Manager

<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 <u>April 20</u> , 2021.

Chairman, Greene County Conservation District

Secretary, Greene County Conservation District