



Greene County Conservation District

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GREENE COUNTY CONSERVATION DISTRICT REGULAR MEETING MINUTES June 15, 2021

Commissioner Belding led the Pledge of Allegiance.

CALL TO ORDER AND INTRODUCTION OF GUESTS

Commissioner Belding called the meeting to order at 9:00 a.m. at Greene County Fairgrounds Building 10 4H Upstairs, 107 Fairgrounds Road, Waynesburg, PA.

Those in attendance were as follows:

GREENE COUNTY CONSERVATION DISTRICT DIRECTORS

Commissioner Belding-Vice Chairman; Greg Hopkins-Treasurer; William Wentzel-Secretary; Glodenna Halstead; and Dave Shipman. Associate Directors: George Scull; Dominick Barbetta; Lewis Crouse; Sean Hilverding; Raymond Stockdale; Keith Golden and Carol Adamson.

STAFF

Lisa Snider-District Director; Jared Zinn-Watershed Specialist; Sara Hlatky-Nutrient Management Specialist; Zack Basinger-Environmental Permitting Manager and April Morris-Fiscal Manager

GUEST AND COOPERATING AGENCIES

Phil Evans and Sophia Arthur -Natural Resources Conservation Service (NRCS)

EXECUTIVE SESSION

A motion was made by Dave Shipman at 9:01 a.m. to enter Executive Session for Staffing Resource Purposes. Greg Hopkins seconded. (Motion Passed)

A motion was made by Dave Shipman to come out of Executive Session at 9:16 a.m. and resume the Conservation District Meeting. Bill Wentzel seconded. (Motion Passed)

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

A motion was made by Bill Wentzel to approve the April 20, 2021 minutes. Dave Shipman seconded. (Motion Passed)

TREASURER'S REPORT

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

CORRESPONDENCE AND UPCOMING EVENTS

Senate Bill 465-This bill creates an Agricultural Conservation Assistance Program providing funding and technical support from conservation districts to PA farmers. This program is similar to the Dirt and Gravel Low Volume Road (DGLVR) program. The proposal is to allocate \$250 Million from the Federal American Rescue Act.

House Bill 591-Will allow construction sites, that result in a land disturbance of more than one but less than five acres, to apply for a waiver of an otherwise required National Pollutant Discharge Elimination System (NPDES) Permit.

House Bill 692-Requests for timelines for the oil and gas permit process for Erosion and Sedimentation Permitting. The bill will take the Pennsylvania Department of Environmental Protection (PADEP) current policy, put it in a statute, and set reporting requirements to ensure accountability and transparency.

Virtual PACD Annual Conference-July 2021-Ms. Snider suggests sitting in on the final day executive board meeting. The board needs an additional voting representative for PACD and this meeting can give an insight to board members interested regarding policies and items that can affect the district.

STAFF REPORTS

Written reports were included in the meeting packets.

Lindsay Kozlowski- Ms. Kozlowski is out for surgery.

Zack Basinger- Mr. Basinger received four huge permits to work through for approximately 100 miles of pipe. Each permit will go through DEP. Zack has received several complaints about slips, streambanks and washouts due to the rain. The district hired an intern Ryan Swartz to work on West Nile Virus and to date no positives for West Nile or Lyme's Disease in the area.

Sara Hlatky- Ms. Hlatky continuing GRACE visits and received the Nutrient Management Plan for Greene County Fairgrounds. Sara is working on the technical review and has a meeting set up with Laurel Rush-Regional Coordinator, State Conservation Commission (SCC) and Mario Barchesi-Recreation Facilities Manager, Greene County Fairgrounds on Thursday.

Jared Zinn- Mr. Zinn is awaiting cost estimates for grant writing on projects. Once received Jared will submit those grant proposals.

April Morris- Ms. Morris nothing additional to include.

Lisa Snider- Ms. Snider stated Cumberland Township, Nesmith Road will hold their pre-construction meeting on Thursday with Township and Engineer to begin work. June 28, 2021 State Conservation

Commission (SCC), Township and Conservation District Staff will meet on Coon Run to install grade breaks, in the stream, for crossings installed. This will finish Springhill Township's contract and allow for final payment to be issued. Ms. Snider and Ms. Kozlowski met with a few townships that are interested in applying for funding. In July, the Quality Assurance Board (QAB) will visit new sites and rank those sites for funding.

OLD BUSINESS

Fairgrounds Building

Commissioner Belding stated the material is being delivered and holes have been dug. The Building should be completed before the fair. Final inspection set for mid-July.

NEW BUSINESS

Request for Assistance- Listed as follows:

1. Chris Paluti- Franklin and Whiteley Township- 86 Acres
2. Leslie Cole- Washington Township-199 Acres
3. Deborah and Arthur LaNoue- Morris Township- 11.3 Acres
4. Lowland Farm- Gary Winn- Washington Township- 24.5 Acres
5. Keith Anderson – need forms signed and turned in
6. William Birks- Jefferson Township- 76 Acres
7. Jefferie Wright- Greene Township- 50 Acres
8. Daniel Stoneking- Greene Township- 110 Acres

All request are current GRACE applicants and site visits are completed. Mr. Keith Anderson still needs sign and turn in his form.

A motion was made by Dave Shipman to approve seven of the Requests for Assistance, excluding Keith Anderson until form is received. Greg Hopkins seconded. (Motion Passed)

Growing Greener Grant Funding

Mr. Zinn stated the grant round is open until June 25, 2021 and work has begun on submission of grant proposals. Jared has worked with several of the landowners for a long time and awaits cost estimates for some practices. Will Grogan-Watershed Manager-Department of Environmental Protection (DEP) has visited several sites with Mr. Zinn and viewed aerial photographs. Mr. Grogan stated there will be 30-40 grant applications for this round. Streambank stabilizations, agricultural projects and Comprehensive Nutrient Management Plans (CNMP) are a few of the items being submitted for funding.

A motion was made by Bill Wentzel to approve submitting Growing Greener Grant Applications. Dave Shipman seconded. Greg Hopkins Abstained. (Motion Passed)

Request for Qualifications Advertisements DGLVR Programs

Ms. Snider included a request for qualifications for an engineer to help with Dirt, Gravel and Low Volume Roads projects within Greene County. Lisa is looking for an engineer to help townships prepare applications for large projects and guide a township in estimating what it may cost to complete a project.

Lisa spoke with SCC and DEP and both organizations are on board with this idea. A written agreement and policy will need completed in order to hire an engineer on a project-by-project basis. The engineer chosen and the Township will acknowledge the use of the engineer based on the policy. The cost of

the engineer can be used as in-kind by the Township on the grant application, if the project is awarded. The Conservation District through the allotted administrative costs in the DGLVR programs will pay townships engineering costs that are not awarded funding. Ms. Snider spoke with an engineer that works in the area, to get an idea what the costs may be and quoted between \$1,000-\$1,200/plan.

A motion was made by Bill Wentzel to approve submitting a Request for Qualifications Advertisement for DGLVR Programs. Greg Hopkins seconded. (Motion Passed)

Contract Signing of Mon Township 2021 Leslie Road Application

Ms. Snider stated Leslie Road was ranked number three in contracts in November 2020. A decision was made if funding was available this contract would be approved. Currently, \$162,798.00 uncommitted funds are available. The total contract \$106,600.00 with a \$22,000.00 match.

A motion was made by Dave Shipman to approve Mon Township 2021 Leslie Road Project Application. Bill Wentzel seconded. (Motion Passed)

Update DGLVR Policy to include mandatory 20% Match for all new projects

Ms. Snider included an updated policy in the meeting packet with the updates of a mandatory 20% match either in-kind or cash match for projects. Lisa also added, for stream projects, the project must undergo the stream crossing notification to SCC prior to application.

A motion was made by Bill Wentzel to approve updating the DGLVR Policy to include a mandatory 20% match and stream crossing notification. Dave Shipman seconded. (Motion Passed)

Extension for all Approved DGLVR projects until 12/31/2021

A list of projects for DGLVR was included in the meeting packet. Ms. Snider stated all projects are still under way and working towards completion. Aleppo and Springhill Townships currently have permits awaiting approval. Lisa added some projects are just waiting for final paperwork to submit for final payment.

A motion was made by Greg Hopkins to approve extending DGLVR Project Completion until 12/31/2021. Dave Shipman seconded. (Motion Passed)

Tire Recycling Day Funding Approval

Ms. Snider stated the day of the tire recycling event at the Greene County Fairgrounds turned out to be a lot more than expected and additional dumpsters were needed to handle the communities unwanted tires. Based on the number of people that were turned away from the event Lisa looked into doing an ongoing tire collection. Using a tractor trailer to haul them to a recycling facility and obtaining a permit. DEP can reimburse 50% of the costs of this type of recycling. Pre-registration will be required with a cap and proof of residency.

A motion was made by Glodenna Halstead to approve tabling the tire recycling until more information is received. Greg Hopkins seconded. (Motion Passed)

A motion was made by Dave Shipman to approve funding through the Conservation District of \$1,646.85 to cover the tire recycling overage costs for extra dumpsters. Bill Wentzel seconded. (Motion Passed)

Conservation and WNV Intern Hiring

A motion was made by Greg Hopkins to approve up to two Conservation District Interns along with West Nile Virus Intern hiring. Dave Shipman seconded. (Motion Passed)

WANB GRACE Program Advertisements

Ms. Snider would like to have the GRACE Program advertised on WANB through the end of July. Lisa would like to spend around \$500.00 to have consistent advertising to push the program to local farmers and to note the deadline for applications being August 30, 2021.

A motion was made by Greg Hopkins to approve GRACE Program radio announcements up to \$500.00. Bill Wentzel seconded. (Motion Passed)

2021-2022 Funding Request CDFAP and Nutrient Management

Ms. Snider stated the CDFAP funding covers the director, office manager and ACT positions within the district office. Nutrient Management will need signed by Mr. Cowell and covers \$15,000.00 of the Nutrient Management position salary. \$50,935.55 has been requested from CDFAP to cover a portion of the above listed positions salaries.

A motion was made by Bill Wentzel to approve submitting for CDFAP and Nutrient Management Funding. Dave Shipman seconded. (Motion Passed)

Financial Accounts, Policies and Procedures

Ms. Snider and Ms. Morris have worked on this policy over the past few months. This is a complete summary of what procedures are followed in the office when receiving funds and issuing payments along with audit information, credit card uses and the different accounts the district uses. The bonding and insurance portion of the policy may change based on needs of the district.

A motion was made by Bill Wentzel to approve Financial Accounts, Policies and Procedures. Greg Hopkins seconded. (Motion Passed)

Environmental Education Standards-Letter of Concern

The letter was drafted by PACD to submit to the State Board of Education regarding school subjects of environment, ecology, and agriculture and keeping it in the school's curriculum.

A motion was made by Greg Hopkins to approve sending a letter of concern to the State Board of Education. Dave Shipman seconded. (Motion Passed)

CONSERVATION DISTRICT OUTREACH

Summer Newsletter in the works.

REPORTS FROM COOPERATING AGENCIES

Phil Evans-Natural Resources Conservation Service (NRCS) finishing round one of EQIP and receiving education on CSP. Mr. Evans stated there has been some trouble with participants moving forward with contracts due to lack of contractors/materials and costs.

Dominick Barbetta uses Zeglen for tire disposal the phone number is 724-984-5195.

NEXT REGULAR MEETING

The Next Regular Meeting will be July 20, 2021 at 10:00 a.m. Greene County Fairgrounds.

ADJOURNMENT

A motion was made by Dave Shipman to adjourn the meeting at 10:27 a.m. Greg Hopkins 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 _____, 2021.
Chairman, Greene County Conservation District
Secretary, Greene County Conservation District