

**GREENE COUNTY CONSERVATION DISTRICT
MINUTES
December 18, 2012**

I. CALL TO ORDER AND INTRODUCTION OF GUESTS

The meeting was called to order by Chairman Bradley Eisiminger at 10:00 a.m. in the Mezzanine Conference Room, 19 South Washington Street, Waynesburg, Pennsylvania. Those in attendance were as follows:

Greene County Conservation District Directors

Bradley Eisiminger-Chairman; Archie Trader-Vice Chairman; Tom Headlee-Treasurer; Jim Cowell-Secretary; and Edward Deter, New Director.

Guests and Cooperating Agencies

Jeremy Kelly- Department of Economic Development. Kim Moninger, NRCS
Staff

Lisa Snider-District Manager; Laurel Rush-Ag Technician; Lindsay Kozlowski, Environmental Program Specialist; Daryl Throckmorton-Environmental Program Specialist II, and Becky Salosky-Fiscal Officer.

II. OATH OF OFFICE

Commissioner Trader administered the Oath of Office to newly appointed Director, Edward Deter. Mr. Deter was appointed by the Greene County Commissioners at their November 14, 2012 to replace and fulfill former director, Theresa Matscherz term. Mr. Deter's term will expire December 31, 2015.

III. PUBLIC COMMENTS

There were no public comments.

IV. APPROVAL OF MINUTES

A motion was made by Jim Cowell to approve the minutes of the November 20, 2012 meeting. Tom Headlee seconded. (Motion Passed)

Commissioner Trader noted that a draft copy of the meeting minutes will be sent to Board members via email and mail 10 days following the meeting. This will allow sufficient time for the directors to review and to report any comments to the staff.

V. TREASURER'S REPORT

A motion was made by Commissioner Trader to approve the treasurer's report. Jim Cowell seconded. (Motion Passed)

VI. CORRESPONDENCE

- a. **Waynesburg Prosperous and Beautiful – Buy Local, Buy Greene Committee** – A note of thanks was received for the GCCD contribution of \$500 to the committee for outreach and partnership with the group.
- b. **Greene County FFA Improvement Association** – At the April 17th, 2012 GCCD meeting, a donation of \$1000 was approved for the Greene County FFA Improvement Association. A 2012 financial report was submitted by Mr. Kurt Hughes, FFA Advisor, to show how the funds were utilized. The report shows a total expenditure of \$1,250. Ms. Rush noted that the extra \$250 was contributed by the Greene County Farm Bureau.
- c. **PA Farm Bureau – Information regarding the Agricultural Model Compliance Policy (AMCP)** – Additional correspondence regarding the PA Farm Bureau's stance concerning the matter was received since our meeting on November 20th, 2012. As stated at that meeting, the PA Department of Environmental Protection (PA DEP) had already incorporated the PA Farm Bureau's suggestions into the policy that had been amended by GCCD and approved.
- d. **GCCD Director Appointments** – GCCD received a copy of the 2012 Director appointments from Karl Brown, Executive Secretary, State Conservation Commission (SCC) to Jeff Marshall, Greene County Chief Clerk. The letter outlines the new GCCD Director Appointments and terms as submitted by the Greene County Commissioners and approved by the SCC.

VII. OLD BUSINESS

- a. **GCCD Erosion and Sedimentation Control Fee Schedule**

Work continues to revise the Erosion and Sedimentation (E&S) Control Fee Schedule. PA DEP is expected to institute administrative fees for Chapter 105 permits which will be included as a revision to the GCCD fee schedule. A tentative date of January 9th, 2013 at 1:00 p.m. was scheduled to meet with the E&S Committee (Bradley Eisiminger, Robbie Matesic, Lisa Snider, Lindsay Kozlowski and Bill Wentzel) to review the proposed fee schedule changes.
- b. **Farmland Preservation**

The Greene County Farmland Preservation Board (GCFLP Board) is currently pursuing two easements on land owned by Charles Harry, Morgan Township and Harley and Janet Gapen, Greene Township. The Gapen parcel, of approximately 110 acres in Greene Township, is

expected to be encumbered by the end of the year. The Board will pursue the Harry Easement of approximately 160 acres in Morgan Township over the next year.

c. **USACE Monongahela River Watershed Assessment**

A meeting has been tentatively scheduled for January 8th, 2013, with the new Project Manager of USACE. This meeting will be utilized to set a schedule and tasks associated with the project. It is hoped that the Watershed Specialist will be employed by that time and will participate in the meeting.

d. **Agricultural Security Area (ASA) Program**

GCCD staff has completed the soils inventory for ASA applications from Jefferson Township landowners. This ASA will include the parcels of 3 landowners comprising of 423 acres. Jefferson Township is expected to act on the creation of the ASA at their January or February 2013 meeting.

e. **Act 13, the Natural Gas Impact Fee**

At the November 20th GCCD board meeting, the information received from the State Conservation Commission (SCC) regarding the calculation, distribution, and use of the Unconventional Gas Well Funds was discussed. Since that time, a check in the amount of \$18,939.39 was received from the Public Utility Commission (PUC). These funds are to be utilized as a block grant and used in accordance to Conservation District Law.

The SCC acted only on the 2011 fund distribution. The use of the remainder of funds for 2012 and future funding will be decided at a later date. The funding summary for GCCD is as follows:

1. PA PUC Block grant--\$18,939.39
2. CDFAP, SCC flat administration funding--\$9,400.00
3. CDFAP based on actual per well (CDFAP Admin)--
\$41,400.00
4. Total 2011 portion of the impact fee to GCCD--\$69,700.00

According to an e-mail received this morning, the SCC has approved the distribution of the \$9,400 and the \$41,400 to be used for administrative assistance only. The checks should soon be received. The expenditure of these funds is to be complete prior to July 1st, 2013.

This matter will be discussed further at the upcoming PACD/SCC Winter Meeting in January, in which Ms. Snider plans to attend. Once further information is available the board agreed to hold a special meeting to discuss the use of the funds, possibly in January or February 2013.

- f. **Ruff Creek/Pumpkin Run Stream Rehabilitation GG Grant**
Since the November 20th meeting, permitting for the Gary Taylor streambank rehabilitation project is complete and all approvals have been obtained to begin the project. The deadline for completion of all projects is June 30, 2012. Ms. Rush plans to meet with Morgan Township, who will be partnering in the project, to discuss the acquisition of the materials and a timetable for its completion.

- g. **Whiteley Creek Streambank Protection GG Grant**
At the September 18th, 2012 GCCD meeting, the staff was granted approval to begin the process of terminating the PA DEP grant so that the funding can be re-directed to the Western Pennsylvania Conservancy (WPC) for the completion of construction.

WPC has submitted correspondence to Rita Coleman, Grant Advisor, PA DEP indicating their willingness to accept the remaining funds to construct the project. GCCD staff has submitted the final application for reimbursement and a letter of termination to the grant advisor, Rita Coleman. GCCD staff has been working with WPC to provide information that was gathered, as part of GCCD's pre-construction activities, regarding contractors, material sources, etc. in the Greene County area.

- h. **Dirt and Gravel Road (DGR) 2011 Contract**
A final inspection has been conducted by the Dirt and Gravel Roads Quality Assurance Board (QAB) and the final payment is ready to be made to Greene Township for the Roberts Run Project. QAB members did note an area of concern, the height of the ditch. The Township will be advised to monitor the situation.

VIII. NEW BUSINESS

- a. Request for Assistance

There was not a Request for Assistance to bring before the Board.

Ms. Rush distributed a list of approximately 70 Cooperators she assisted with agricultural programs over the past year.

- b. **2013 Greene County Conservation District Budget**

Budget Committee members, Tom Headlee and Jim Kenney, met on December 7th to review the 2013 budget proposal as prepared by GCCD staff. The committee recommends its adoption and presented the proposed budget to the Board for consideration. Also presented with the

budget, was a spreadsheet with the salary projections for all GCCD staff members and a list of the account balances as of December 12th, 2012.

The GCCD General Fund and Clean Water Fund is anticipated to contribute a total of \$42,857 for staff salaries in 2013. It was noted that these figures may be a little high; as they include a 3% cost of living allowance and a high estimate for health care coverage (two employees have not chosen a health insurance plan). \$20,000 for the E&S Technician's salary was allocated from the GCCD Clean Water Fund. The remainder will be provided by the GCCD General Fund.

The Unconventional Natural Gas Well Fund (UNGF) impact fees distributed to all conservation districts were broken down into two categories.

1. UGWF-PA Public Utility Commission (PUC) which is an annual block grant distributed to each conservation district by the PUC for use according to Conservation District Law, which allows for very flexible spending.
2. UGWF-CDFAP which is a fund that is to comply with the State Conservation Commission's Conservation District Fund Allocation Program guidelines, to be set forth.

The PUC Block Grant funding that was received by GCCD in the amount of \$18,939.39, was only included as revenue in the 2013 budget projections. No expenditures were indicated to date on the budget. This will be discussed by the GCCD Board at a later date.

The total amount of UGWF-CDFAP Budget projections for administrative assistance that could be accounted for and justified to date were made in the budget. Items such as the purchase of four computers, file cabinets, office supplies, conference phone, updated computer programs, etc. were included. Further expenditures will also be researched for approval by the GCCD Board in the near future.

A motion was made by Commissioner Trader to accept the 2013 budget as recommended by the Budget Committee. Jim Cowell seconded. (Motion Passed).

c. Community Foundation of Greene County-2013 Envirothon Funds

GCCD is in receipt of a grant agreement from the Community Foundation of Greene County for \$3,000.00. This grant will be utilized for the 2013 Greene County Envirothon. This year's grant is made available from a donation by Consol Energy for an Educational Tax Credit. The agreement requires board approval and Chairman's signature.

A motion was made by Tom Headlee to accept the grant with Chairman Eisiminger's signature. Jim Cowell seconded. (Motion Passed).

As discussed at our last meeting on November 20th, a grant application requesting \$600 was submitted to the PA Association of Conservation Districts (PACD) for the Envirothon. Approval is anticipated.

d. **PACD/SCC Winter Meeting**

The PACD/SCC Winter Meeting will be held, January 23-24, 2013 at the Ramada Conference Center in State College, PA. Ms. Snider requested approval to attend the conference that would require a one night's stay. This meeting is specifically designed for conservation district staff and would also be very beneficial for GCCD Directors. Ms. Snider suggested that the new Board Directors give thought to attend. The annual meeting offers New Director Orientation that would be beneficial.

A motion was made by Commissioner Trader to approve the attendance of Ms. Snider, as well as any director who may want to attend, and allow a two night's stay should inclement weather occur. Tom Headlee seconded. (Motion Passed)

e. **Dirt and Gravel (D&G) Road 2013 Application Round**

The current D&G Road Policy requires a March distribution date for project application requests to municipalities. In order to afford the Townships additional time to prepare their applications and meet the April 30th deadline for submission, the Board was asked to consider revising the policy to include a January application mailing period.

A motion was made by Edward Deter to approve this revision to the Dirt and Gravel Road Program policy. Tom Headlee seconded. (Motion Passed).

f. **2013 GCCD Meeting Dates and Public Notification**

A motion was made by Jim Cowell to approve the 2013 meeting dates and public notification of those dates. Edward Deter seconded. (Motion Passed).

IX. DISCUSSION OF STAFF REPORTS

Staff reports were mailed with the meeting packets. Additional comments follow.

Laurel Rush – She informed the Board of two upcoming meetings, the Southwest Regional No-Till Conference to be held on January 30, 2013 at Fred Rogers Center, St. Vincent College, Latrobe, PA and the Appalachian

Grazing Conference, March 8th-9th, at the Waterfront Conference Center, Morgantown, WV.

Mr. Cowell inquired about the Penn's Corner RC&D meeting held on December 17th. Ms. Rush reported that the hiring of an Executive Director was currently on hold. Approval was granted to change the by-laws regarding what constitutes a quorum. The language of the by-laws was changed to allow only dues paying members to constitute a quorum. Currently, nine counties are considered members of the Council. However, only seven of those counties pay dues, making it difficult to meet a quorum.

Mr. Cowell noted that the current member structure for Greene County does not allow him to vote at the meetings. The by-laws will be reviewed for possible changes next year.

Daryl Throckmorton – He has conducted field inspections on numerous sites. He has also been assisting Ms. Kozlowski with the administrative review of E&S plans.

Lisa Snider – The investigation of obtaining insurance for GCCD's lime spreader was discussed at the GCCD Budget Committee meeting. At times, it is difficult for landowners to rent the equipment because they do not have the necessary insurance. It was suggested to work with Baily Insurance to better insure the lime spreader to allow ease of rental for landowners. This matter will be pursued and brought before the Board at the beginning of 2013.

X. REPORTS FROM COOPERATING AGENCIES AND GUESTS

Jeremy Kelly – Two projects are proposed for the next Greene County Planning Commission (GCPC) meeting on January 7th, 2013. They include West Greene High School's building additional and the expansion of the Sheetz Store near Carmichaels, PA.

The Vecchio Compressor Station project may be prepared for the February meeting of the GCPC. ECA is proposing to use sound walls instead of a building with a roof for noise suppression.

Kim Moninger – A total of 15 applications, an increase from last year, were received from Greene County landowners for this year's Farm Bill Programs. Even though funding allocations are uncertain, the applications are currently being ranked, so they are ready when funding becomes available.

Ms. Snider reminded Ms. Moninger that GCCD has offered assistance with the publication of NRCS programs through the newsletter and the Conservation Corner published by the Observer-Reporter.

At this time, Ms. Snider distributed a map that shows a proposed Columbia Gas pipeline replacement project from Waynesburg to the Laboratory area of

Washington County that will also reverse the flow of natural gas. The project will use an existing right-of-way.

Mr. Cowell commended the staff for their work in 2012 and Commissioner Trader agreed.

XI. CONSERVATION DISTRICT OUTREACH

Ms. Rush noted that information regarding the Resource Enhancement and Protection Program (REAP) recently appeared in the Observer-Reporter. REAP funds remain available for projects to install Best Management Practices. Anyone interested should contact her.

Chairman Eisiminger briefly discussed his recently completed project under the Ruff Creek/Pumpkin Run Stream Rehabilitation Growing Greener Grant. He was pleased with the results specifically, with the watering trough.

XII. The next regular meeting will be January 15th, 2013 at this meeting the board will elect officers and Keith Martin is to be sworn into his directorship.

XIII. ADJOURNMENT

With no further business to discuss, a motion was made by Jim Cowell to adjourn the meeting at 11:05 a.m. Tom Headlee seconded. (Motion Passed)

<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 _____, 2013.	
Chairman, Greene County Conservation District	
Secretary, Greene County Conservation District	