

**GREENE COUNTY CONSERVATION DISTRICT
MINUTES
July 15, 2014**

I. CALL TO ORDER AND INTRODUCTION OF GUESTS

The meeting was called to order by Chairman Eisiminger at 10:05 a.m. in the Mezzanine Conference Room of the Fort Jackson Building, 19 South Washington Street, Waynesburg, PA. Those in attendance were as follows: **Greene County Conservation District Directors and Associate Directors** Bradley Eisiminger-Chairman; Archie Trader-Vice Chairman/Commissioner Representative; Tom Headlee-Treasurer; Jim Cowell-Secretary; Greg Hopkins-Director; Jim Kenney-Director; Bill Wentzel-Director/Environmental Program Associate; Glodenna Halstead-Associate Director; Frank O'Leary-Associate Director; and Gay Thistle-Associate Director.

Guests and Cooperating Agencies

Ken Dufalla-President, Izaak Walton League of America (IWL), Harry Enstrom Chapter; Dennis Thorne, NRCS.

Staff

Lisa Snider-District Manager; Laurel Rush-Ag Technician; Jared Zinn-Watershed Specialist; Warren Dickerson-Resource Specialist; Zack Basinger-Resource Specialist; Becky Salosky-Fiscal Officer; Nathan Ribar-Intern and Robbie Matesic-Department of Economic Development.

Mr. Hopkins departed from the meeting at approximately 11:05 a.m.

II. PUBLIC COMMENTS

There were no public comments.

III. APPROVAL OF MINUTES

A motion was made by Tom Headlee to approve the minutes of the June 17, 2014 meeting. Commissioner Trader seconded. (Motion Passed)

IV. TREASURER'S REPORTS

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

V. CORRESPONDENCE

a. State Conservation Commission (SCC) – PA Act 13 UGWF Correspondence

At the GCCD meeting on June 17, 2014, approval was granted to send a letter to the SCC regarding the distribution of Unconventional Gas Well Funds (UGWF).

A letter, dated June 3, 2014 acknowledging the receipt of our letter, was received from Karl Brown, Executive Secretary of the SCC.

At her attendance of the SCC meeting in July, Ms. Snider learned that GCCD's letter was distributed to the SCC board members.

b. Private Forest Landowner Conference – March 20-21, 2015

The Conference will be held March 20th and 21st, 2015 at the Blair County Convention Center, Altoona, PA.

Ms. Thistle noted that, as a member of the Southwestern PA Woodlot Group, she attended a previous conference and found it to be beneficial.

c. USDA Farm Service Agency (FSA) – Temporary Position

Since this item was received following the mailing of the meeting packets, it was not included on the meeting agenda.

A job announcement for a Full-Time Temporary Program Assistant was received from Michal Kunsman, Director of the Washington County Office.

d. PA Envirothon

Since this item was also received following the mailing of the meeting packets, it was not included on the meeting agenda.

The PA Envirothon is seeking Board members for the program. It was noted that most of the meetings are held in Centre or Mifflin Counties. Anyone interested in serving should contact Ms. Snider.

e. Community Builders of Greene County - Workshops

This item was also received following the mailing of the meeting packets, and was not included on the meeting agenda.

The workshop series entitled, “Strengthening Greene County by Building Stronger Organizations and Increasing Community Involvement”, will be held August 25th, 2014 through December 8th, 2014 at 5:30 p.m. These three hour classes, every other Monday of each month, are intended to define a Board’s role in an organization as well as provide the tools for strategic planning, marketing, and fundraising. The registration cost is \$150 per person.

VI. DISCUSSION OF STAFF REPORTS

Staff reports were mailed with the meeting packets. Additional comments follow in the order they were presented. At the request of Ms. Snider, all staff reports will include goals met regarding the Annual Plan of Operations (APO).

Zack Basinger – Recently, administrative work has been completed in the morning and field inspections of project sites have been done in the afternoon. He accompanied Ms. Rush to a site where an agricultural complaint was received.

Warren Dickerson – He has also been conducting site inspections; including those of Greene County Planning Commission (GCPC) Projects. Most GCPC monthly meetings are attended to update the Commission on these projects.

During the last GCCD monthly meeting, Mr. Basinger and he were attending a wetlands identification training at Bald Eagle State Park, near State College, PA. The training, conducted by representatives of the U.S. Army Corps of Engineers, provided information to identify wetlands through vegetation and soils.

Jared Zinn – Work continues to produce a brochure, promoting GCCD, to hopefully be distributed at the Greene County Fair, August 3rd-9th, 2014.

Nathan Ribar – Trapping continues at three county sewage treatment plants as well as the Greene County Fairgrounds.

Included in his report was the number of mosquitos trapped at each site from mid-May to present. Of the 38 Greene County samples tested to date; no mosquitos have tested positive for West Nile Virus.

Laurel Rush – As reported by Mr. Basinger, a complaint regarding manure management was received and investigated.

Funding for the tax incentive program, the Resource Enhancement and Protection Program (REAP), was included in the recent passage of the 2014-2015 state fiscal year budget. The application period for existing projects is

August 1, 2014; with proposed projects due by mid-August. A news article, promoting the program, is planned.

The planning of the Appalachian Grazing Conference, scheduled to be held in February, 2015 continues, with Jim Garrish being retained as the keynote speaker.

Included with her written report, was a spreadsheet with the number of individuals and/or entities assisted to-date.

Lisa Snider – Currently, five individuals are being assisted to obtain permits for earth moving work for which complaints were received.

Recently, a complaint was received regarding the death of one animal, and the serious injury of another, that may have ingested erosion control blanket placed on a gas pipeline site. It appeared that the blanket wrapped around the animal's intestines.

Ms. Snider has been working with Veterinarian Glodenna Halstead, who is also an Associate Director with GCCD, to draft a news article cautioning landowners on this matter. Although, erosion control blanket is required in permitting of slopes over 3:1, other materials are available for use on agricultural areas and can be requested by the landowner. When GCCD staff meets with gas companies prior to construction, they are advised that other materials can be used in these areas. Prior to the publication, PA DEP will be contacted.

Bill Wentzel – Routine inspections at the Evergreene Technology Park in Franklin Township have found deficiencies and work to correct them continues. Also, work has begun to correct the problems at the McNay Storage Yard near Ruff Creek.

Recently, he met with Chuck Kubasik, PA DEP Field Representative, to review the duties and responsibilities of a Conservation District Director.

The National Tree Farm System Meeting, that will include a visit to the John Burnham Farm near Old Concord, will be held July 18th and 19th, 2014 in Pittsburgh, PA.

VII. Old Business

- 1. Farmland Preservation** – The next meeting, scheduled to be held on July 16th, 2014 at 6:00 p.m. has been rescheduled for July 23rd, 2014, most likely in the afternoon.

Charles A. Harry, 164 acres - Morgan Township
The closing was completed on April 21st, 2014. GCFLP awaits the title insurance policy and any final invoicing from Hook and Hook.

Since Mr. Harry is in negotiations with EQT to place a metering station on this property, Ms. Rush attended a meeting, with all concerned parties, to ensure that this preserved farm continues to meet the criteria of the program. This criteria includes; 50 percent of the land must be in agricultural production and 50 percent of the soils must be Class I-IV.

2. James F. and Pearl Willis Living Trust Farm #1, 53 acres – Cumberland Township - The high ranking farm in 2013 is pursuing approved avenues to clear a surface coal issue on this title.

3. James F. Willis and Pearl Willis Living Trust farm #3, 30 acres - Cumberland Township - Farm #3 is the second ranking farm in the 2013 round. Mr. Willis is pursuing the approved avenues to clear the surface coal issue on this parcel.

4. Richard A. Phillips 107 acres - Cumberland Township – The GCFLP Board should have an appraisal and survey plot of the 107 acre parcel to act on at their next meeting.

2. Agricultural Security Area (ASA) Program

Franklin Township – Ms. Rush has discussed the status of the ASA creation with Corbly Orndorff, he is working on getting the paper work in order. (Richard Patterson and Bruce Rohrer are the property owners who have submitted applications to date).

Greene Township - The Supervisors are reviewing the status of the Wilber Colvin property being added to their ASA.

3. Ruff Creek/Pumpkin Run/Whiteley Creek Stream Rehabilitation GG Grant

The extension request has been granted by PA DEP until December 31, 2014. Approximately, \$20,000 to \$25,000 of these grant funds will be used for each of the following projects.

Big Sky Land and Cattle LLC (Brice and Jeffrey Christopher) – Is preparing to begin construction.

The County of Greene – Is preparing for a construction start date in September.

4. USACE Monongahela River Watershed Assessment

1. USACE reports that the USACE district quality control phase of review has been completed.
2. The Monongahela River Watershed Plan is currently undergoing agency technical review.
3. USACE has tentatively scheduled public review of the plan for July

28, 2014, however, it now appears that this will occur at a later date.

e. Greene County Water Monitoring Project

1. Data has been received for conductivity and temperature from 12 participants.
2. Additional participants have been contacted to schedule one-on-one meetings.
3. GCCD has received additional CATTFish devices and will be seeking additional participants of the study. A news article was published in today's edition of the Observer Reporter.
4. 15 Solinst in-stream data loggers have been received and staff will be installing these in area streams throughout the month of July.

- f. Act 13 UGWF Funds – Special Project - Manure Storage Facility – Greene County Fairgrounds** – No bids were received on June 18, 2014 by the Greene County Controllers Office. The bid package will be reviewed and re-bid at a later date. Since additional funding is available through the Growing Greener Ruff Creek/Pumpkin Run/Whiteley Creek Stream Rehabilitation Grant, the project may be bid for both building construction as well materials and may generate more interest. GCCD staff will work with Jeff Marshall, Greene Chief Clerk, to complete this project.

VIII. NEW BUSINESS

a. Request for Assistance

There were no Requests for Assistance to bring before the Board.

b. Act 38 Nutrient Management Plan Review – John Liggett, Washington County – Review for Certification

This matter was discussed at the last GCCD meeting on June 17th, 2014. Since that time, Ms. Rush completed a site visit and presented her technical comments to Mr. Tom Ulrich, Washington County Conservation District's (WCCD) Agricultural Technician. Mr. Ulrich revised the plans to address those comments and now Ms. Rush will draft a letter to the WCCD recommending approval of the plan.

c. GCCD Financial Institution Banking Accounts

As a matter of concern that GCCD's bank accounts exceeded the \$250,000 coverage under the Federal Deposit Insurance Corporation (FDIC), a meeting of the Financial Committee was held and the Committee requested a list of the annual operating expenses and our current bank account information. At the last GCCD meeting on June 17th, 2014, this information was provided for review.

Since that time, GCCD has received proposals and information from local banking institutions and credit unions. This information was provided in the meeting packets for review and discussion.

A copy of a letter from the First National Bank to the Greene County Industrial Authority was distributed. The "Collateral Letter" states that First National Bank complies with Act No. 72 of the 1971 Pennsylvania Session. Under the terms of this Act, the bank continuously secures Public Fund Deposits covered by this Act which are not secured by applicable FDIC insurance coverage.

Upon checking with First National Bank Representative, Mr. Robert Yeatts, it was found that GCCD's bank accounts (General Fund - \$192,342.75 and the 2010 N.P.S. Grant - \$37,663.37) would be eligible for the same protection, as they are public funds. Mr. Yeatts will issue a letter to GCCD to confirm this in writing and will include the securities which serve as collateral.

Since First Federal of Greene County, where most of GCCD's accounts are held, is a Savings and Loan Institution, they cannot collateralize the accounts to cover the balances over \$250,000.

Ms. Snider reviewed the information received from Community Bank. This institution can collateralize our accounts to provide coverage that would exceed the \$250,000 through the FDIC.

Following a lengthy discussion, a motion was made by Commissioner Trader to administer the funds of the GCCD as follows. Tom Headlee seconded. (Motion Passed)

The General Fund Account will remain open at First Federal of Greene County with a balance of approximately \$123,617.00. It will remain a general account and used accordingly to keep the account active. The current balance of the General Fund at First Federal is approximately \$280,436.00 of those funds, \$100,000, will be transferred to Community Bank to open a Money Market account for General Fund activities and \$56,818.17, which was earmarked as the PUC portion of funds through Act 13, will be used to open a Certificate of Deposit (CD) for the Capital Improvement-Building Fund.

The Continuing Education Fund Savings Account, with an approximate balance of \$5,120.39 will also remain at First Federal.

There will be no change at First National Bank and the funds held with that institution.

The following accounts and their approximate balances will be closed at First Federal of Greene County and new Money Market Accounts will be established with these funds at Community Bank.

Dirt and Gravel Roads Checking Account - \$95,408.05
NPDES/CWF Checking Account - \$50,359.53
Chapter 105 CWF - \$89,899.01

The accounts to be closed at First Federal are the following:
NPDES Clean Water Fund Account #010109981
Chapter 105 Clean Water Fund Account #011023108
Dirt and Gravel Road Program Funds Account #011022043

The Board was also asked to consider allowing the application for a credit card for each GCCD employee through Community Bank. The credit cards would be used for expenditures incurred for travel for GCCD business and ordering supplies where checks are not accepted.

Ms. Matesic advised Ms. Snider to check with Mr. Jeff Marshall, Greene County Chief Clerk, regarding the county's policy on credit cards. The policy may allow only the Manager to have a credit card.

After discussion, a motion was made by Greg Hopkins to approve the application for the GCCD credit cards contingent upon the county policy. Jim Cowell seconded. (Motion Passed)

d. Act 13 UGWF Reporting Year 2013 PUC Funding \$56,818.18

The PUC portion of the UGWF Impact Fee for the 2013 reporting year has been received. GCCD needs to decide how these funds will be appropriated according to Conservation District Law. At the GCCD meeting on September 25th, 2013, the Board voted to earmark the \$37,879.00 of the PUC portion of funding for the 2012 reporting year to the Capitol Improvements-Building Fund.

Following a brief discussion, a motion was made by Commissioner Trader to earmark the 2013 reporting year funds (\$56,818.18) to the Capitol Improvements-Building Fund; which earlier in this meeting, action was taken to place these fund in to a CD at Community Bank. Bill Wentzel seconded.

With this addition, approximately \$113,000 of PUC funds has been designated to the Capitol Improvements-Building Fund.

At the SCC meeting Ms. Snider attended in July, it was announced that there was a surplus of funds from the Conservation District Fund Allocation Program (CDFAP) that will be divided equally between all Conservation Districts. Each CD will receive approximately \$300 which can be used for administrative expenses.

A surplus of funds, approximately \$1,600 per CD, also remains from the Department of Agriculture's (DOA) funding and will also be divided between all CD's. These funds can be used according to the CDFAP or for the administration of the Farmland Preservation Program.

In the calculation of the ACT 13 funds for fiscal year 2013-2014, Ms. Snider found that the Greene County Farmland Preservation Program had incurred expenditures of approximately \$1,038.40 that could possibly be claimed. These expenditures included the advertisement of public meeting notices, mileage, and expenditures related to the attendance of a conference. Verification from the SCC will be obtained to ensure that the conference expenses are an allowable expense.

After a brief discussion, a motion was made by Jim Cowell to allow GCCD to claim these expenditures. Commissioner Trader seconded. (Motion Passed)

Ms. Snider briefly reviewed GCCD's allocation of the CDFAP/UGWF for fiscal year 2014-2015 as follows.

- \$56,818.00 - PUC Block Grant
- \$81,390 - CDFAP - \$27,083 of this from UGWF can be used for salaries of the District Manager, the 1st E&S Technician, and/or the Ag Technician
- \$158,662.00 - Total Number of Gas Wells - 553 Wells – These funds must be used in accordance to the Standard Operating Procedures. Changes were made this year that will allow funding of the 2nd and 3rd E&S Technicians at 100%.
- \$296,871.00 – The Total expected allocation - PUC, PA DEP and DOA and GWF. Approximately \$4,000 of these funds will be deducted to pay for upgrades to Green Port (the electronic system used by PA DEP for reporting, etc.)

IX. CONSERVATION DISTRICT OUTREACH

The second quarterly newsletter for 2014 has been completed and mailed. It included articles from staff and cooperating agencies. Anyone who has not received a copy may see Mr. Zinn for a copy and to be added to the mailing list.

Approximately 300 children have attended camps at Wind Ridge, Jefferson, Carmichaels, Waynesburg, and Greensboro.

X. REPORTS FROM COOPERATING AGENCIES AND GUESTS

Dennis Thorn-NRCS - Work continues to obligate funding for Farm Bill Programs. It is the goal of area NRCS Field Office Staff, to increase the number of applications and conservation practices installed on Greene County farms.

A successful field day, with approximately 40 people in attendance, was held on July 10th at the farm of Richard Burd in Fayette County.

The Rainfall Simulator is scheduled for use at the Farm Bureau's Regional Field Day at the farm of Billie and Jim Cowell on September 4th, 2014. A secure area will be needed to set-up the device, one day prior to the event.

NRCS is requesting space, at GCCD's location, to display materials at the Greene County Fair. NRCS staff may be available to assist in manning the display. Since GCCD will be in a new space this year, Ms. Snider said that once our information is placed, we will know how much space will be available. Ms. Rush noted that GCCD requested use of the rain fall simulator at the fair. Mr. Thorne was uncertain which device will be made available.

Robbie Matesic-Economic Development – The Greene County Planning Commission is in the process of updating the County's Subdivision and Land Development Ordinance (SALDO). One of the most significant changes will be that GCPC will have the authority to phase projects. For example, a project that requires several permits and some of those permits have been received, the developer may be able to begin construction while the other permits are being processed.

Other areas of the ordinance that are being reviewed include mobile homes, and stormwater management.

Workshops are planned, possibly in late August or early September, to review these revisions, with the municipalities, their planning commissions and zoning boards.

Work is expected to begin this fall on a large flood control project in Waynesburg Borough. Greene County is assisting the Borough to alleviate the flooding along Jackson Run on High Street near Jacobs Petroleum and Ross Tractor.

Greene County Economic Development Program Support Associate, Mary Jane Kent, has been chosen to serve as Grand Marshall at this year's parade that begins the Jacktown Fair.

Bill Wentzel –He noted that an insect, the Emerald Ash Borer, that has killed many Ash trees in Michigan and Iowa, is now affecting trees in this area.

Blue Spruce trees are being affected by a fungus disease which usually begins at the bottom of the tree, killing the branches as it proceeds upward.

Ken Dufalla, Izaak Walton League – Five additional people have been trained in water testing and are assisting with the testing of 15 sites; 10 sites in Greene County, 4 in Monongalia County, West Virginia and 1 site in Washington County.

The Electronic Conductivity (EC) in Ten Mile Creek, below Smith Creek, and at a site near Pitt Gas has been high and may be due to low stream flow.

At the April 15th GCCD meeting, Mr. Dufalla discussed the letter he sent to PA DEP requesting that additional testing be conducted to detect the presence of Radium 226 and Radium 228. To date, no word has been received regarding this testing. Testing needs to take place according to Mr. Dufalla and if PA DEP does not act then funding will be obtained by the group to perform the tests.

Two IWL members are currently attending the National Conference in California. At this meeting, they will consider a resolution regarding water testing of Marcellus shale sites before and after drilling. If adopted, Mr. Dufalla will forward a copy of this resolution to Ms. Snider.

Several months ago, the IWL made comments, which were forwarded to the Environmental Protection Agency (EPA), regarding Act 13, Unconventional Gas Well Funds. He will also provide those comments to Ms. Snider as well.

The next meeting of the IWL, Harry Enstrom Chapter, will be held on July 16th, 2014 at 6:30 p.m. at the Greene County Country Club. Trout Unlimited and the League of Women Voters will be guests at the meeting. The League of Women Voters, who have become very active in issues regarding Marcellus Shale, may hold a symposium in Pittsburgh on this matter. Information regarding this meeting will be forwarded to GCCD as it becomes available.

Mr. Dufalla briefly discussed the earth disturbance at a gas line project near Poland Run, and the restoration of Duke Lake at Ryerson Station State Park.

XI. Executive Session - None

XII. The Next Regular Meeting

A motion was made by Jim Cowell to cancel the August meeting of the GCCD. Bill Wentzel seconded. (Motion Passed). If a matter should arise that requires, Board action, a phone poll would be taken.

XIII. Adjournment

With no further business to discuss, a motion was made by Bill Wentzel to adjourn the meeting at 11:35 a.m. Jim Kenney seconded. (Motion Passed)

Respectfully submitted,

Rebecca K. Salosky
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 _____, 2014.
Chairman, Greene County Conservation District
Secretary, Greene County Conservation District