



Greene County Conservation District

19 South Washington Street – Suite 150 – Waynesburg, PA 15370-2053

Phone 724-852-5278 – Fax 724-852-5341

E-mail: gccd@co.greene.pa.us -- Website: <http://www.co.greene.pa.us/gccd>

**GREENE COUNTY CONSERVATION DISTRICT
REGULAR MEETING
MINUTES
April 21, 2015**

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, 19 South Washington Street, Waynesburg, Pennsylvania. 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; Mike Belding-Associate Director; Bill Cree, Jr.-Associate Director; Rick Patton-Associate Director; Sandy Theis-Associate Director; and Glodenna Halstead-Associate Director.

Guests and Cooperating Agencies

Phil Evans-SDC, NRCS

Staff

Lisa Snider-District Manager; Lindsay Kozlowski-Resource Specialist; Warren Dickerson-Resource Specialist; Zack Basinger-Resource Specialist; Jared Zinn, Watershed Specialist; Karlie Wright-Ag Technician; and Becky Salosky-Fiscal Officer.

Phil Evans was introduced as the new Supervisory District Conservationist for the Natural Resources Conservation Service (NRCS). Mr. Evans replaced Suzy Petery who resigned to accept a position with NRCS in West Virginia.

Mr. Evans has worked in several states throughout his career. Currently, he is working to learn Pennsylvania programs and organizational structure.

II. PUBLIC COMMENTS

There were no public comments.

III. APPROVAL OF MINUTES

A motion was made by Bill Wentzel to approve the minutes of the February 24, 2015 meeting. Jim Cowell seconded. (Motion Passed)

IV. TREASURER'S REPORT

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

At the GCCD meeting on January 20th, 2015, it was noted that the final report was filed for the Ruff Creek/Pumpkin Run/Whiteley Creek Stream Rehabilitation Growing Greener Grant that ended on December 31st, 2014.

Since that time, the final reimbursement was received and now the 2010 Non-Point Source Checking Account, held at First National Bank, can be closed.

Following the meeting, two GCCD Directors, authorized to sign checks, will accompany Ms. Salosky to the bank to close the account.

V. CORRESPONDENCE

a. State Ethics Forms

GCCD Directors were reminded to complete the State Ethic Forms and return them to the office by April 30, 2015.

b. West Greene FFA Annual Banquet

The banquet will be held on May 1st, 2015 at 6:30 p.m. at the West Greene High School Cafeteria. Mr. Eisiminger, Mr. Cowell, Mr. Wentzel, and Ms. Wright may attend. Ms. Snider will contact Curt Hughes, West Greene FFA Advisor regarding the attendees.

VI. OLD BUSINESS

a. **Farmland Preservation – The last meeting was held on February 18th at 1:00 PM.**

b. **Farmland Preservation – The next meeting will be on May 20th at 1:00 PM.**

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

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.

Richard A. Phillips 108 acres - Cumberland Township
Ms. Snider and Ms. Wright have talked to the PA Bureau of Farmland Preservation (PA BFLP) regarding this easement. The PA BFLP requested a copy of the surveyor's calculations. The calculations were provided and the easement should be on track to be reviewed at the PA BFLP's June meeting. Ms. Snider invited Mr. Phillips to attend the June meeting with Ms. Wright or herself.

The Greene County Farmland Preservation Board will be accepting applications from April 15th – June 15th, 2015. A public notice was sent to the Observer Reporter the first week of April and another is planned for the first week of May and June. Also a press release was sent out in March.

c. Agricultural Security Area (ASA) Program

Franklin Township – Ms. Snider and Ms. Wright worked with Franklin Township to ensure the proper paperwork was recorded for the creation of the new ASA within the township. They are waiting to file the resolution for their ASA. The supervisors thought that there might be one more applicant. As of April 13th, the ASA has not been recorded. Including what Franklin Township will be adding, there are 81 landowners and 10,903.7 acres in ASA's throughout the county. The GCFLP would like to work with and are going to pursue ASA's in Perry and Whiteley Township next.

d. Act 13 UGWF Funds – Special Project -Manure Stacking Facility – Greene County Fairgrounds

The Growing Greener final reimbursement has been received for the stacking facility and adjustments have been made to the current special project agreement with the State Conservation Commission (SCC). The facilities are finished but signage is still needed for the fair display.

As discussed earlier in the meeting, under the Treasurer's Report, the 2010 Non-Point Source checking account will be closed. Its balance will be disbursed to the County of Greene for the Growing Greener portion of the project.

Ms. Snider noted that most of the costs of this facility, with the exception of approximately \$8,000; was covered under Growing Greener and Unconventional Gas Well Funds.

e. USACE Monongahela River Watershed Assessment

There are not updates for this project at this time.

f. Greene County Water Monitoring Project

Mr. Zinn is collecting data through the CATTFish devices that are already dispersed and he continues to seek new participants from across Greene County. The last advertisement resulted in five additional participants, bringing the total number of participants to twenty-five.

Methods to attract additional participants were discussed. Ms. Halstead offered to discuss this matter at an upcoming meeting of the Greene Township Supervisors. Since, Ms. Snider plans to visit several townships to discuss the Dirt and Gravel Roads Program; she can also discuss this matter as well. Mr. Zinn will prepare a sample of the device and additional information that can be used in these visits.

Analysis of the data collected thus far will soon begin.

g. District Signage Program

A committee meeting was to be held to discuss the signage program, but was not held due to workload. This is to take place before the next meeting. Ms. Snider has contacted Gay Thistle, GCCD Associate Director, to schedule a meeting to determine the locations for the placement of the signs.

VII. NEW BUSINESS

a. Dirt & Gravel (D&G) Road Program Allocations/Applications

Included in the meeting packets was a spreadsheet that included the applicant (township name), the road name, and the amount of funding requested for each project and the project ranking by the D&G Road Program's Quality Assurance Board (QAB).

After visiting and reviewing each site, the QAB's proposal to the GCCD Board of Directors is to approve all the road projects listed, with the exception of the Taylor Road Driving Surface Aggregate (DSA) Project, with a funding request of \$138,103.00 in Gilmore Township.

The reason for the exclusion of this project is that its completion would exceed the amount of funds available this year. It was noted that it could be considered for next year's funding.

If the GCCD Board approves funding as recommended by the QAB, a surplus of approximately \$60,000 would remain. Additional visits are planned to view proposed projects. Also many township officials, who are currently ineligible to receive funding, because they are not certified, will be attending the upcoming Environmentally Sensitive Maintenance Training (ESM) in May; which should make them eligible to receive funding for projects.

Ms. Snider reviewed the projects as follows.

Aleppo Township – Jacobs, Stahl, and Mudlick Roads.

Undersized crossings will be upgraded and realigned. Inlets and outlets will be stabilized on all three sites. Some underdrainage will be added to Stahl Road. Each crossing will require a General Permit (GP-7).

Gilmore Township

Roberts Run – Cross drains and ditch relief in the form of underdrainage.

Six Run DSA – Drainage will be improved (culverts repaired and added). 8 inches of Driving Surface Aggregate (DSA) will be installed on approximately one mile of road.

Taylor Run – Drainage will be completed this year. DSA will be revisited next year as a potential project.

Morgan Township

Beagle Club Road – This will be the third year this project has received funding, for drainage improvement, ditch work, etc. This year, the funding will be used for the application of 6 inches of DSA.

Greene Township

Roberts Run – This is also the third year of funding for this project. Drainage improvement, ditch repair, and crowning were completed in year one and two. This year, funding will be used for Daylighting (the trimming of the canopy to allow more sunlight to possibly dry the road surface and melt the snow in the winter) will be completed. If the Daylighting does not help the road to dry, the township may apply for funding next year to apply DSA.

Following a brief discussion, a motion was made by Commissioner Trader to accept the recommendation of the QAB and approve the aforementioned projects for funding under the D&G Road Program. Jim Kenney seconded. (Motion Passed)

Another matter discussed regarding the D&G Road Program, was a policy change to revise the application period. Currently, applications are accepted in the first quarter of the year and approved at the May district meeting. After speaking to several township supervisors and QAB members, it was determined that a summer application period (June through August) could improve the program. In the summer, supervisors

most likely would have more time to prepare their applications and it would be a better time for the QAB and DGLVR staff to visit the proposed sites. If the application period is accepted, the QAB could complete the ranking of the sites in September and October for an October recommendation to the board.

After a brief discussion, the GCCD Board agreed to the policy change regarding the application period.

Also, regarding the D&G Road Program, inquiries were received from township supervisors regarding equipment purchases (a leaf blower or vacuum and a sprayer to apply dust suppressant). In researching this matter, Ms. Snider found that the Conservation District can purchase equipment with Administrative or Educational program funding; however, project funding cannot be used.

Other requirements include:

- A contract between GCCD and the township
- GCCD would be the owner of the equipment with the township being a sponsor (the equipment must be shared and the township would schedule its use)
- GCCD would be responsible for all maintenance of the equipment

Discussion followed regarding the maintenance, storage, the benefits of using the equipment, opposed to the current methods, and if the equipment could be used for other purposes. Ms. Snider will further discuss this matter with the township supervisors and Center for Dirt and Gravel Roads staff.

b. GCCD Mini Grant

Conservation District staff are working with eight Greene County landowners at this time. Field visits for projects; spring developments, stream bank stabilization, storm water runoff, and tree planting have been or will be made. NRCS staff have been contacted for assistance.

Mr. Cowell asked if a project is done in accordance with NRCS specifications, can it be completed prior to receiving GCCD approval. It was noted that the grant application states that the applications must be received and approved by the board prior to the start of the project.

It was also noted that should GCCD allow construction to begin prior to approval, a written document should be signed by all parties. Phil Evans indicated that he may be able to help us with a waiver. This may need to be looked into further by the Board and solicitor.

**c. Special Project – Scope of Work
UGWF upcoming funding special meeting**

Last year's Special Project, the Manure Stacking Facility, was discussed earlier in the meeting under Old Business.

In the near future, a special meeting may be scheduled, possibly in the evening, to discuss the 2015-2016 Unconventional Gas Well Funding.

d. ArcGIS: Spatial Analyst Extension

The quote was included in the meeting packets. This is a component of the existing ArcGIS software and workstation we currently have. The Spatial Analyst extension allows us to answer conservation related questions that have a spatial component. Examples of applications include:

1. Identifying optimal areas for restoration activity
2. Managing risk from pollution events
3. Adding context to water monitoring activities

The cost for the extension is \$2,040 and will increase our annual maintenance fee by \$500.00. The current cost of the maintenance agreement is \$1,500.00. The addition will bring the total annual maintenance cost to \$2,000.00.

***A motion was made by Tom Headlee to approve this expenditure.
Commissioner Trader seconded. (Motion Passed)***

e. Youth Clearances

Pennsylvania State Law now requires multiple clearances for all employees and volunteers that have contact with children. All employees and volunteers are required to obtain the following clearances:

1. The Pennsylvania State Police Criminal Record Check
2. Childline (Pennsylvania Child Abuse History Clearance through the Department of Human Services)
3. The Federal Bureau of Investigation Criminal Background Check for Federal Criminal History Records (Includes fingerprinting).

Since GCCD participates in educational activities at the schools as well as the annual Envirothon, the clearances should be obtained. It is estimated that the clearances will cost approximately \$50.00 per employee or

volunteer. Ms. Snider noted that some of these costs can be funded through UGWF.

In addition to the GCCD staff, Mr. Cowell, Mr. Patton, and Ms. Thistle were mentioned as Directors who should also receive these clearances. Ms. Snider will determine if additional directors should also receive the clearances.

Following a brief discussion, a motion was made by Commissioner Trader to allow Ms. Snider to determine who, in addition to the staff, should receive the clearances. Jim Cowell seconded. (Motion Passed)

f. WNV and Second Intern for Water Quality Projects

The hourly rate for an intern is \$8.00 per hour. The cost to hire an individual for a 12 week period would be approximately \$3,360.00.

Funds are currently available to cover May and June salaries for WNV, it is requested that we once again hire an intern for WNV monitoring also. If the board chooses, these funds could potentially come out of the 2015 UGWF funding.

A second intern, who may also assist with the WNV monitoring, and vice versa, is also needed to assist Mr. Zinn with the following.

1. Water monitoring activities
2. Habitat assessment activities
3. Ground-truthing activities
4. Assisting with data entry and analysis

A motion was made by Jim Kenney to approve the hiring of two interns for this summer. Jim Cowell seconded. (Motion Passed)

g. New Vehicle Through Piggy Back System

The Greene County Maintenance Department will perform a maintenance check on the GMC truck, currently in use by GCCD. Maintenance is going to assist with options; potentially a new vehicle, possibly a SUV, may be needed to replace the GMC and they can receive quotes through the Piggy Back System. It is a 2003, and we have been experiencing rust issues. The old truck can be taken to the consignment auction.

Ms. Snider will ask the State Conservation Commission if Act 13, mostly likely the Public Utility Commission's (PUC) portion of funding, can be used for the purchase.

The board agreed to have Ms. Snider receive quotes for a new vehicle for presentation at the next scheduled GCCD meeting.

VIII. CONSERVATION DISTRICT OUTREACH

The 2013 Annual Report has been published and mailed. The board commended the staff for their work on the report.

IX. DISCUSSION OF STAFF REPORTS

Staff reports were mailed with the meeting packets. Additional comments follow in the order they were presented.

Jared Zinn – The Greene County Envirothon will be held on Wednesday, April 29th, 2015 at Wana B Park near Carmichaels.

Warren Dickerson – He continues to review Erosion and Sedimentation (E&S) Control Plans and conducting field inspections of project sites. As the weather improves, he expects to complete more site inspections.

Mr. Basinger and he attended refresher training, at Fort Indiantown Gap, for the Chapter 102/105 programs.

Zack Basinger – Since the last GCCD meeting, additional complaints were received and some were investigated by PA DEP staff. He has assisted with the reorganization of GCCD's offices, by moving furniture, files, etc. Along with the review of plans, he has been assisting Ms. Kozlowski in the completion of the quarterly reports.

Lindsay Kozlowski – As reported by Mr. Dickerson, a Chapter 102/105 Workshop was recently held with approximately 63 registrations received. The event was successful, with the exception of the absence of the U.S. Army Corps of Engineers, who were scheduled to attend.

Since the last meeting, approximately \$50,375.00 was received in E&S Review Fees; which included a large project encompassing a three county area.

Karlie Wright – Recently, she conducted two successful Manure Management Workshops with approximately 34 people, representing 30 farms, attending. The experience has shown that minor changes may be needed for next year's program.

Bill Wentzel – Inspections of logging sites continue. Recently, Ms. Snider, Mr. Basinger and he visited the McNay Storage Area near Ruff Creek and discussions have occurred with the Project Engineer.

He is working with the new owner of the former Hoy's Construction in Franklin Township, who has been very cooperative, to stabilize a storage yard.

Lisa Snider – Ms. Snider commended GCCD staff for their recent efforts in the organization of the workshops as well as other duties.

XII. REPORTS FROM COOPERATING AGENCIES AND GUESTS

Phil Evans – NRCS staff have been busy obligating contracts for Farm Bill Programs. Recently, he visited a project completed under the Wildlife Habitat Incentives Program (WHIP) at the Bailey Farm in Greene County.

Applications are always accepted for Farm Bill Program and he encourages interested people to contact their office for assistance.

Regarding a matter discussed earlier in this meeting, the completion of projects prior to approval, NRCS has a waiver that they use for this purpose. Mr. Evans offered to provide a copy of the waiver to GCCD.

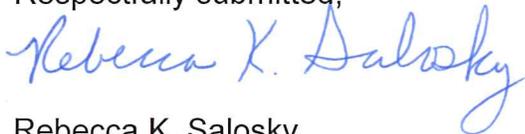
NRCS staff numbers are down in the three county area (Fayette, Greene, and Washington Counties), with one member who completed a lot of the design work, recently retiring.

XIII. The next regular meeting will be May 19, 2015 at 10:00 a.m.

XIV. ADJOURNMENT

With no further business to discuss, a motion was made by Jim Cowell to adjourn the meeting at 11:30 a.m. Tom Headlee seconded. (Motion Passed)

Respectfully submitted,



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 May 13, 2015.

Bradley Cisiminger

Chairman, Greene County Conservation District

James A. Currell

Secretary, Greene County Conservation District