



Greene County Conservation District

22 West High Street – Suite 204 – Waynesburg, PA 15370

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
October 20, 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 Second Floor Conference Room of the Greene County Office Building, 93 East High 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; Bill Wentzel-Director/Environmental Program Associate; J. Robert Rice-Director Emeritus; Mike Belding-Associate Director; Glodenna Halstead-Associate Director; Rick Patton-Associate Director; Dave Shipman-Associate Director; Gay Thistle-Associate Director; and Jim Willis-Associate Director.

Guests and Cooperating Agencies

Phil Evans-NRCS

Staff

Lisa Snider-District Manager; Lindsay Kozlowski-Resource Specialist; Karlie Wright-Ag Technician; and Becky Salosky-Fiscal Officer.

Commissioner Trader, Ms. Kozlowski and Ms. Wright attended a portion of the meeting.

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 August 18th, 2015 meeting. Tom Headlee seconded. (Motion Passed)

IV. TREASURER'S REPORT

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

V. CORRESPONDENCE AND UPCOMING EVENTS

- a. **PA DEP – Evaluation of the Browns Creek Basin** – The letter received from, the PA Department of Environmental Protection (PA DEP), regarding the evaluation of the Browns Creek basin was included in the meeting packets. Currently, the Browns Creek basin is designated as a High Quality – Warm Water Fishery (HQ-WWF).

On behalf of the Citizens Coal Council, a petition has been submitted to the Environmental Quality Board (EQB), requesting a re-designation of the stream to Exceptional Value (EV). The area requested for re-designation appears to be near Nineveh within the basin of Browns Creek a sub watershed of the South Fork of Ten Mile Creek. This portion of the watershed is currently designated HQ. The designation was given by a citizen driven request to protect the streams for water with draw to supply water to the Waynesburg area.

Ms. Snider also noted that those watersheds do contain EV streams; one a small tributary that drains into Ryerson Station State Park, some headwater streams near Graysville and portions of Hoge, House and McCourtney Run. It appears most EV streams designated in our area seem to be headwater streams. These streams generally contain very little sediment and have very well established wooded riparian buffers.

Additional information, regarding this matter, can be found on PA DEP's website. Ms. Snider will forward the link to this website to GCCD directors. Copies of the petition as well as, a Power Point Presentation prepared by the Citizens Coal Council, were distributed for board review.

A public comment period will be scheduled. Ms. Snider suggested that this matter be investigated further before GCCD provides comments. She noted that a re-designation could affect municipalities with road maintenance and landowners in the permitting process.

VI. Staff Reports

Lindsay Kozlowski – A workshop, regarding the Chapter 105 program, was held for consultants on October 14th, 2015 at Stover Center at Waynesburg University. Approximately 20 people attended the event that included presentations from the U.S. Army Corps of Engineers, PA DEP, and GCCD staff.

Ms. Snider, Mr. Basinger, and she have been working to publish posters regarding the Chapter 102 and 105 programs for distribution to Greene County municipalities. Visits to the municipalities are planned to distribute the posters this winter. Ms. Kozlowski presented the poster completed for the Chapter 105 program (stream

crossings, wetlands, etc.). The poster for the 102 program should be completed soon.

To-date, the following review fees were received.

- Erosion and Sedimentation (E&S) Review - \$86,355
- 102 Program Fees - \$12,000
- 105 Program Fees - \$22,550
- Total - \$120,905

On behalf of Mr. Basinger, Ms. Kozlowski noted the following. Mr. Basinger and she recently attended a wetlands training and the Chapter 102 and 105 annual training. Also, they assisted with the Chapter 105 program workshop and discussed the administrative portion of the program. He continues to review E&S plans and conduct inspections.

Bill Wentzel - Ms. Snider, Ms. Kozlowski, and he recently attended the Dirt and Gravel Road Program annual maintenance training that he found to be very informative.

Karlie Wright – She attended the Project Grass Grazing Field Day in Indiana County where they discussed various methods of grazing and planting.

Regarding the Farmland Preservation program, the closing for the Richard Phillips easement, purchased utilizing all state funds, will be held this week.

Lisa Snider - Seven applications have been received, and approximately eight more are expected, for projects under the Dirt and Gravel Program. The application period has been extended twice and another extension may be necessary with the delay in the passage of the state budget. Whiteley Township, who has never participated in the program, has expressed an interest; inquiring about future Environmentally Sensitive Maintenance (ESM) training.

At the GCCD meeting held on August 18th, 2015, Ms. Snider discussed the lack of bids for the Driving Surface Aggregate (DSA) project in Gilmore Twp. After further thought and calculation, which concluded that approximately 250 tri-axle trucks would be needed to haul the DSA, Gilmore Township Supervisor, Chuck Wise, determined that the completion of this project most likely would have severely damaged roads used to transport the DSA. This should be considered on future projects.

A revision of the contract for the Gilmore Township project will be necessary since full depth reclamation, following testing, may be needed.

Ms. Snider is working with Penn DOT to acquire the necessary permits, etc. to install GCCD signs along the roadways.

Dirt and Gravel Roads Maintenance Annual Workshop and Chapter 102/105 Annual training were attended by GCCD staff.

VII. OLD BUSINESS

1. Mini Grants

2015 Unfunded Projects Remaining

- a. James H. Cole – 3 Spring Developments & 3 Spring Repairs
- b. Jessica Vukmanic – Streambank Stabilization
- c. Jeanne Williams – Stormwater Management
- d. Larry Wise – Spring Development
- e. Bob Wolfe – Spring Development

At a previous GCCD meeting on July 21st, 2015, it was determined that the above projects, could be considered at a future meeting, and were contingent upon the passage of a state budget. To date, the state budget has not been passed.

2. Act 13 Funding

Most of these items are contingent upon the passage of a state budget.

Ms. Snider will be attending a meeting of the PA Association of Conservation Districts (PACD) on October 22nd, 2015, and may learn more about the budget. Any additional information received, regarding the budget, will be forwarded to GCCD directors.

An update on the vehicle purchase and the no-till drill follow.

- a. Vehicle – At the June 16th, 2015 GCCD meeting, the board approved the purchase of a Ford Explorer, utilizing Pennsylvania Utility Commission Unconventional Gas Well Funds (PUC-UGWF). GCCD has received and is using the 2016 Ford Explorer.
- b. Cost Shares
- c. 2015-16 State Budget Approval
- d. No-Till Drill – Mr. Cowell received an estimate from Middletown Tractor for a no-till drill manufactured by Great Plains. Great Plains is a manufacturer of smaller drills that would be suitable for use in Greene County. Middletown Tractor has supplied drills to several Conservation Districts in West Virginia with favorable results. Mr. Cowell requested the estimate include a 7' drill, 8' wide, with a pull tie, and brake and tail lights for towing.

At the Greene County Association of Township Officials Convention, Ms. Snider spoke to equipment suppliers who may also provide estimates. She noted that the cost of the drill will most likely require that the equipment be purchased through bidding procedures. However, if the supplier is a member of the Co-Star Program, bids can be requested to follow our specifications.

Chuck Kubasik, Field Representative, PA DEP, forwarded information from Fayette and Washington Counties, who both own and rent no-till drills.

Following discussion, Chairman Eisiminger appointed Jim Cowell, Glodenna Halstead, Rick Patton, Dave Shipman, and himself to a committee to proceed with this matter.

3. Wisecarver Reservoir and Building Search

There were no updates since the last GCCD meeting.

VIII.

New Business

a. Request for Assistance

William Hilverding – Wayne Twp. – 44.82 acres

Mark Willis – Cumberland Twp.

Michelle D. Statler – Wayne Twp. – 139.15 acres

Following a brief discussion, a motion was made by Bill Wentzel to approve these Requests for Assistance. Tom Headlee seconded. (Motion Passed)

b. Review of the Cooperative Working Agreement with NRCS

Phil Evans, Supervisory District Conservationist, Natural Resources Conservation Service (NRCS), was present to review the Cooperative Working Agreement, which began in 1945, between GCCD, NRCS, and the State Conservation Commission (SCC).

Following the review, a motion was made by Jim Cowell to continue to work under this agreement. Tom Headlee seconded. (Motion Passed)

c. NACD – 2016 Dues Request – Dues Structure Update

Information regarding this matter was included in the meeting packets.

Following a brief discussion, a motion was made by Jim Cowell to pay \$775 for the 2016 NACD dues. Bill Wentzel seconded. (Motion Passed)

d. Sign for the Ben Franklin Building

Late this summer, GCCD moved from the Fort Jackson Building to the Ben Franklin Building. The exterior of the Ben Franklin Building contains no sign to indicate our location in the building; making it difficult for the public to locate our office.

Limited space is available since the two windows in the front of the building are occupied by the Cooperative Extension and the Veterans Affairs Office with no space for GCCD signage. The proposed location for GCCD's sign is above the door on the left side of the building.

After consulting with Waynesburg Borough, Ms. Snider found that a sign could be no larger than half of the width of the building in square feet, in this case, no larger than 17 square feet.

Prior to this year's fair, GCCD installed a sign, made by Direct Results, on the hoop building at the Greene County Fairgrounds. This sign, made of a durable plastic weather resistant material, is approximately two feet by eight feet in size and cost approximately \$200. An additional fee of \$50, to the Borough, would also be needed for the zoning permit for the sign's installation.

Also, since Greene County owns the building, approval from the Greene County Commissioners Office would be needed.

Following discussion, a motion was made by Tom Headlee to move forward with the necessary tasks to have the signage installed at the Ben Franklin Building. Jim Cowell seconded. (Motion Passed)

e. Credit Card for GCCD

Following approval by the GCCD Board, at their meeting held on July 15, 2014, an application for a credit card, to be used for GCCD business, was submitted through Community Bank. Due to insufficient proof of our assets, through an independent audit, (previously GCCD's audit was included with Greene County's audit) the application was denied by the credit card company.

Since that time, an independent audit was conducted by Maher Duessel and Community Bank advised GCCD to submit another application to the credit card company. The bank did say, however, that another independent audit may be needed before the credit card application could be approved.

Another application will be submitted with the signatures of Chairman Eisiminger and Ms. Snider.

f. Purchase of a Tablet, Smart Phone for the Dirt & Gravel (D&G) Roads Program

Ms. Snider noted that the D&G Roads program has changed from a computer based application (with all program data submitted to the state via a zip drive) to a web based application (with all data submitted directly to the state through the internet).

Also, when the staff is away from the office; at conferences, conducting field work, etc., it can be difficult to do general office work and retrieve e-mails. A tablet and smart phone would provide the tools to complete these duties.

Greene County Information Technology (IT) staff estimates the cost of a tablet, and necessary accessories, to be approximately \$2,000. The cost of a smart phone would be approximately \$73 per month, in addition to the \$43 GCCD currently pays, for an older cell phone.

After a brief discussion, a motion was made by Commissioner Trader to approve the expenditure to purchase a tablet and smart phone as discussed above. Jim Cowell seconded. (Motion Passed).

g. Environmental Program Associate Job Announcement

On October 14th, 2015, Environmental Program Associate, Warren Dickerson, resigned from his position with GCCD. A copy of the current job description for the position was distributed.

Ms. Snider noted that this position is funded in full by GCCD, utilizing Unconventional Gas Well Funds-Conservation District Fund Allocation Program (UGWF-CDFAP) funds which are allocated annually through Pennsylvania's budget process.

In light of the state budget impasse, the board was asked to consider whether they wanted to fill the position prior to the passage of the state budget.

Ms. Snider noted that the construction season is nearing the end which should decrease the number of plans received and the number of site inspections needed. She also noted that Mr. Wentzel still conducts inspections.

Another option presented for consideration, was whether to keep the job description as is, (currently, the description mostly includes work under the Chapter 102 and 105 programs (erosion and sedimentation (E&S) control program and permitting; i.e. plan review and inspections); or revise it to include other program duties, such as assistance with the agricultural program.

If the workload can be managed without someone in this position, Commissioner Trader suggested that we delay hiring anyone until a state budget is passed.

Since the agricultural program has grown over the past year or two, Mr. Cowell would like to see an individual hired that could assist with the agricultural program.

Ms. Snider noted that currently, the Chapter 102 program is being handled sufficiently by Ms. Kozlowski and Mr. Basinger, so a new person would be available to assist with agricultural or other programs. She also noted that there is a need for assistance with the Chapter 105 which could also be fulfilled with this position.

Following discussion, a motion was made by Jim Cowell to allow Ms. Snider to revise the job description for this position to include assistance with the agricultural program or other programs in which she feels there is a need. And following completion, submit the revisions to the GCCD board for review. Commissioner Trader seconded. (Motion Passed)

h. 2016 Budget – Committee – Tentative Meeting Date – Nov. 4th

As noted earlier in the meeting, the state has not adopted a new budget. This makes it difficult for GCCD to draft a budget proposal. Ms. Snider and Ms. Salosky will do their best to draft a proposal and meet with Budget Committees members, Mr. Headlee and Mr. Kenney.

IX. Associate Board Members

After a brief discussion, the Board decided to place an article in the newspaper to advertise for new Associate Board Members.

X. Award Banquet Committee

At the last GCCD meeting held on August 18th, 2015, the date of November 17th, 2015, was suggested for our Annual Awards Banquet. To allow more time to plan the banquet, and since Chairman Eisiminger has a scheduling conflict with the date, it was suggested that we hold the event on December 15th, 2015.

Following a brief discussion, the Annual Awards Luncheon was scheduled to be held on December 15th, 2015.

XI. CONSERVATION DISTRICT OUTREACH

The latest edition of GCCD's newsletter has been completed. The posters, regarding the 105 program, have been completed and will soon be distributed to all municipalities. The posters, regarding the Chapter 102 program, are expected to be completed soon.

XII. REPORTS FROM COOPERATING AGENCIES AND GUESTS

Phil Evans – One ranking period for Farm Bill Programs ended on October 16th, 2015.

The shortage of NRCS staff in the Fayette, Greene and Washington area has been discussed at previous GCCD meetings. This problem has eased somewhat; as someone was recently hired in the Washington Office, and another is expected to be chosen to fill the vacated District Conservationist position soon.

Mr. Evans recently participated in Greene County's Future Farmers of America (FFA) Land Judging Contest.

In the past, funding to install heavy use areas was received through two sources; the Environmental Quality Incentives Program (EQIP) and air quality. He recently attended a meeting to discuss practices for the three county area (Fayette, Greene, Washington). At that meeting, a policy change was discussed regarding heavy use areas that could affect funding to put these facilities under roof.

He continues to work with his state office to allow Ms. Wright access to the NRCS computer system.

XIII. EXECUTIVE SESSION

There was no need for an Executive Session.

XIV. The next regular meeting will be November 17, 2015 at 10:00 a.m.

XV. ADJOURNMENT

Prior to adjournment, Mr. Willis briefly discussed the approval by the PA DEP to allow First Energy to bring waste, via barges, from a Beaver County Plant to the closed Hatfield Power Plant in Monongahela Township, Greene County.

With no further business to discuss, a motion was made by Bill Wentzel 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 Nov. 17, 2015.



Chairman, Greene County Conservation District



Secretary, Greene County Conservation District