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**Greene County Conservation District**

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**GREENE COUNTY CONSERVATION DISTRICT  
REORGANIZATIONAL AND REGULAR MEETING  
MINUTES**

**January 19, 2016**

**CALL TO ORDER AND INTRODUCTION OF GUESTS**

Vice Chairman Trader called the meeting to order at 10:05 a.m. at the Second Floor Conference Room, Greene County Office Building, 93 East High St., 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; Jim Cowell-Secretary; Greg Hopkins-Director; Bill Wentzel-Director/Environmental Program Associate; Mike Belding-Associate Director; Jerry Day-Associate Director; Dave Shipman-Associate Director; and Gay Thistle-Associate Director.

**Guests and Cooperating Agencies**

Eric Davis-PA Fish and Boat Commission and Phil Evans-NRCS

**Staff**

Lisa Snider-District Manager; Karlie Wright-Ag Technician; Jared Zinn-Watershed Specialist; and Becky Salosky-Fiscal Officer.

Chairman Eisiminger arrived at 10:15 a.m. and chaired the meeting at that point.

**OATH OF OFFICE**

Commissioner Trader administered the Oath of Office to newly appointed Director, Mike Belding (Farmer Director) and re-appointed director, Bill Wentzel (Public Director). Both gentlemen were appointed to a four-year term (January 1, 2016 – December 31, 2019).

**REORGANIZATION AND ELECTION OF OFFICERS-CHAIRMAN, VICE CHAIRMAN, TREASURER, SECRETARY**

*The floor was opened for the election of officers. A motion was made by Greg Hopkins to retain the same slate of officers as those who served in 2015. Jim Cowell seconded. (Motion Passed)*

The 2016 officers are as follows:

- Bradley Eisiminger-Chairman
- Archie Trader-Vice-Chairman
- Tom Headlee-Treasurer

- Jim Cowell-Secretary

## **PUBLIC COMMENTS**

There were no public comments.

## **APPROVAL OF MINUTES**

*A motion was made by Bill Wentzel to approve the minutes of the December 15, 2015 meeting. Mike Belding seconded. (Motion Passed)*

## **TREASURER'S REPORT**

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

After the completion of several terms, Mr. Jim Kenney declined to be reappointed as a director. Currently, he is one of five directors that are bonded and authorized to sign GCCD checks.

*After a brief discussion, a motion was made by Commissioner Trader to appoint Mr. Jim Cowell to replace Mr. Kenney as a director to be bonded and authorized to sign GCCD checks. GCCD directors bonded and authorized to sign checks are as follows.*

- Bradley Eisiminger, Chairman
- Archie Trader, Vice Chairman
- Tom Headlee, Treasurer
- Jim Cowell, Secretary
- Bill Wentzel, Director

## **CORRESPONDENCE AND UPCOMING EVENTS**

### **State Ethics Forms**

The State Ethics Forms were included in the meeting packets for completion by April 30, 2016 by all GCCD directors.

### **PACD/SCC Winter Meeting**

The meeting will be held on February 9-10, 2016 in State College, PA. Ms. Snider and Mr. Cowell may attend one day of the meeting.

### **2016 Southwestern PA No-Till Conference**

The conference, with a registration fee of \$35 per person, will be held on January 27, 2016 in Somerset County. Ms. Wright and Mr. Dave Shipman are both registered to attend. Anyone else interested in attending, should contact Ms. Wright.

### **Greene County FFA Improvement Association**

A thank you letter was received from the Greene County FFA Improvement Association for GCCD's donation of \$1,500.

## **Ralph K. Bell Bird Club**

A thank you letter was received from the Ralph K. Bell Bird Club for GCCD's donation of \$500. Also included in the letter, was an invitation to their annual banquet, where each year, their annual scholarship is presented, is scheduled to be held in April. Ms. Snider will inform the board of the exact date when it is determined.

## **STAFF REPORTS**

**Lindsay Kozlowski** – In the absence of Ms. Kozlowski and Mr. Basinger, due to their attendance of another meeting, Ms. Snider reported the following. Recently, Ms. Snider and Ms. Kozlowski attended a meeting conducted, by the PA Department of Environmental Protection (PA DEP), regarding record retention. PA DEP has adopted a policy regarding the retention of Erosion and Sedimentation (E&S) control plans, Chapter 105 General Permits, and National Pollutant Elimination Systems (NPDES) permits. The staff is currently, sorting through files to determine what can be disposed of and find earlier records that should be sent to PA DEP.

**Zack Basinger** – Please see above.

**Karlie Wright** – She is working with a landowner to develop a nutrient management plan. To receive certification under the Nutrient Management Program, she is required to write and review two nutrient management plans.

**Jared Zinn** – Dr. David Argent of California University is proposing to obtain grant funding to conduct an assessment, to investigate the elevated conductivity readings found in Whiteley Creek. As part of the grant application, Dr. Argent would like to include a statement that the data would benefit the Greene County Conservation District (GCCD) by identifying areas where work could be done. Nothing additional is requested of GCCD. The board was asked to consider his request.

***Following a brief discussion, a motion was made by Commissioner Trader to allow Dr. Argent to include GCCD, as stated above, in the grant proposal. Mike Belding seconded. (Motion Passed)***

**Lisa Snider** - Ms. Snider had nothing additional to report.

## **OLD BUSINESS**

### **Act 13 Funding**

The state budget was briefly discussed. Still no word on when a budget may be passed. Ms. Snider did note that funding for Conservation Districts was not line item vetoed by the Governor and is included in two line items under PA DEP and the PA Department of Agriculture within the proposed state budget. GCCD has received some state funding for the Dirt and Gravel Roads Program and the Watershed Specialist position.

**Wisecarver Reservoir and Building Search** – The possibility of constructing a building at the property has been discussed at previous GCCD meetings. At a meeting with Mr. Jack Golden, Executive Director, Southwestern PA Water Authority, owners of the property, it was learned that the Authority has a long-term lease with a private company to withdraw water from the reservoir. Most likely this lease would derail any plans for construction at the site.

The PA Fish and Boat Commission, stocks the reservoir. Waterways Conservation Officer Eric Davis, noted that he believes the term of the water withdraw lease to be through 2020 and will allow the maximum withdraw of water to be up to five feet. The exact location for the water withdraws is unknown.

Mr. Hopkins asked for input regarding another possible location to house GCCD.

**Browns Creek Stream Re-designation** – There were no updates.

## **NEW BUSINESS**

**Request for Assistance** – There were no requests for assistance to bring before the board.

### **Associate Board Members**

Associate Directors are appointed annually. The 2015 Associate Directors were as follows: Bill Cree, Jr.; Jerry Day; Glodenna Halstead; Rick Patton; Dave Shipman; Gay Thistle and Jim Willis. The proposed New Associate Directors are as follows: Jim Kenney; Jeff Rhodes

***Following a brief discussion, a motion was made by Jim Cowell to appoint all of the above individuals to serve as Associate Directors in 2016. Mike Belding seconded. (Motion Passed)***

### **2016 Committee Appointments**

Committees require a reappointment by the Chairman annually. A list of the proposed 2016 committees was included in the meeting packets. Once the position is filled they will be included on the committees as listed. Ms. Snider requested that an additional director should serve on the Budget and Audit Committee. Mr. Mike Belding volunteered to serve on that committee. Chairman Eisiminger agreed to the committee appointments as discussed.

### **Travel Reimbursement Rate Change**

Ms. Snider noted that the travel reimbursement rate has changed from \$.575 per mile to \$.54 per mile, effective January 1, 2016. This new rate will be used by GCCD to comply with the Commonwealth and Greene County.

### **Dirt and Gravel Road Program**

Gilmore Township has completed four projects under the 2015 program and have requested final payment. Ms. Snider and Mr. Basinger completed inspections of the sites and found the work to be adequate to make the final payments. Meighen Run Road and Six Run Road exceeded the contract's cost estimates. The cost estimate for the Meighen Run Road project was \$14,000; however, the need for additional drainage on the site increased the amount of the stone, labor, etc. needed, and resulted in the final cost of the project to be \$16,378.57. The Six Run Road project also required additional drainage. The cost estimate for this project was \$12,050, with the actual cost of the project at \$16,547.68. Should the board grant additional funding for these projects new contracts would be needed. Prior to today's meeting, Ms. Snider consulted with most of the members of the program's Quality Assurance Board (QAB) and they felt that payment for the cost overruns was justified. Ms. Snider asked the board to consider the revision of these documents to reflect the contract overruns and make payment to Gilmore Township.

***A motion was made by Bill Wentzel to approve the revision of the contracts and make payment; including the overruns to Gilmore Township. Mike Belding seconded. (Motion Passed)***

The board did note that funding may not be available for future projects exceeding the contract amount.

Ms. Snider summarized the 2015/2016 funded expected for the D&G Roads Program as follows. She noted that she hopes to present new projects for consideration at the next GCCD meeting on February 16<sup>th</sup>, 2016.

**Funding Breakdown**

Administrative Expenses	DGR	\$41,744.40
	<u>LVR</u>	<u>\$10,889.30</u>
	Total	\$52,633.70
Educational Expenses	DGR	\$41,744.40
	<u>LVR</u>	<u>\$10,889.30</u>
	Total	\$52,633.70
Project Funds	DGR	\$333,955.20
	<u>LVR</u>	<u>\$87,114.40</u>
	Total	\$421,069.60
Dirt and Gravel Road FY15-16		\$417,444.00
Low Volume Road FY15-16		\$108,893.00

**Mini Grants**

Included in the meeting packets, was a spreadsheet with the 2015 GCCD Water Quality Mini Grants including the projects that were approved for funding at GCCD meeting held on July 21<sup>st</sup>, 2015 meeting, the projects awaiting funding, and the projects that were not approved for funding. Also included, was a spreadsheet that included the 2016 Round One Mini Grant Applicants.

The projects approved at the July GCCD meeting and their status follows.

- Robin Archer – spring development - complete
- Phyllis Daniels – streambank stabilization – incomplete
- Monongahela Twp. Volunteer Fire Dept. – stormwater management – incomplete
- Morris/Miller – spring development – complete
- Corbly Orndorff – spring development – complete

The applicants who have yet to complete their projects plan to do so by the June 30th, 2016.

Following is a list of qualified applicants who applied for funding in 2015, but were not funded at that time and were placed on a waiting list until funding became available. They were all contacted and are interested in completing their projects.

- Jim Cole – spring development
- Jessica Vukmanic – streambank stabilization

- Jeanne Williams – stormwater management swale
- Larry Wise – spring development
- Bob Wolfe – spring development

Following is a list of the applicants who have applied for the 2016 round of funding. All of these applicants are first time applicants; with the exception of Jim Cowell.

- Jim Cowell – spring development
- Stephen Earnest – streambank stabilization
- Mark Eckleberry – spring development
- Ken Headlee – spring development
- Walt Simatic – spring development
- John & Kay Wasieleski – streambank fencing

Five mini grants are awarded each year. Last year, the maximum amount of each grant was increased to \$5,000.

It was noted that once the state budget is passed, additional funding may be available to fund more projects. With an increase in the number of applications received, it was noted that perhaps other factors may be warranted to select the projects for funding and since many of the spring developments are not requiring \$5,000, perhaps a lower amount could be awarded for these projects.

***Following discussion, a motion was made by Mike Belding to approve funding for the five applicants who applied for 2015 funding and were placed on a waiting list: Cole, Vukmanic, Williams, Wise and Wolfe. Commissioner Trader seconded. (Motion Passed)***

#### **No-till Drill**

At the last GCCD meeting held on December 15<sup>th</sup>, 2015, the board moved to advertise for bids for the purchase of a Great Plains Grain Drill that was selected for purchase by the committee of Bradley Eisiminger, Jim Cowell, Glodenna Halstead, Rick Patton, Dave Shipman, Lisa Snider, and Karlie Wright.

Since that time, the bid notice was advertised with the bid opening scheduled to be held on January 25<sup>th</sup>, 2016 at 11:00 a.m. at the Greene County Controllers Office. Since the bid opening is scheduled between GCCD meetings, Ms. Snider asked the board to consider allowing the committee to approve the purchase of the drill, utilizing funds from the general fund account, from the lowest bidder, with the cost not to exceed \$30,000.

***Following a brief discussion, a motion was made by Commissioner Trader to allow the committee to approve the purchase of the no-till drill at a maximum cost of \$30,000. Jim Cowell seconded. (Motion Passed)***

#### **Greene County Tourism Membership and Advertisement**

Information regarding this matter was included in the meeting packets. The annual membership cost is \$25.00. The cost for a quarter page ad, the same ad that GCCD did in 2015 in the Greene County Visitors Guide, would be \$150.

***A motion was made by Mike Belding to pay the membership fee of \$25.00 and place a quarter page ad in the Greene County Visitors Guide, at an approximate cost of \$150. Bill Wentzel seconded. (Motion Passed)***

Commissioner Trader suggested that we approach Greene County Tourism regarding a grant for our annual Envirothon. Ms. Snider noted that a small grant was received from the Community Foundation of Greene County, and as a result of a letter requesting donations for the event, one or two companies have committed donations.

#### **Greene County Envirothon – Steve McCann Pavilion**

Since Ryerson Station State Park was undergoing construction, the 2015 Envirothon was held at Greene County's Wana B. Park near Carmichaels, PA. It was found to be a suitable site and offered a break from the long commute schools districts located in the eastern part of the county had each year. Last year, the grill at the pavilion was in disrepair and needed to be replaced. Ms. Snider requested a quote from Pam Blaker, Manager, Greene County Parks and Recreation, and it would be \$800 to replace both sides of the grill. Ms. Snider noted that since the county allows GCCD to use this facility, tents and other county owned facilities at no cost, she offered to ask the board if GCCD would consider paying for either part or all of the replacement costs which is estimated to be approximately \$400 to replace one side and \$800 to replace both sides.

***Following a brief discussion, a motion was made by Greg Hopkins to approve a maximum expenditure of \$800 to replace the grill at the pavilion. Jim Cowell seconded. (Motion Passed With One Abstention – Commissioner Trader)***

**CONSERVATION DISTRICT OUTREACH** – Ms. Snider noted that she is currently working to complete the 2015 Annual Report. She asked everyone to submit any pictures that they may have that would be suitable for publication in the report. She also noted that everyone should have received the latest issue of the GCCD newsletter.

#### **REPORTS FROM COOPERATING AGENCIES AND GUESTS**

**Eric Davis** – Mr. Davis did not have a report for the board.

**Phil Evans** – NRCS continues to rank projects for funding under Farm Bill Programs. NRCS still lacks staff in the three county area (Fayette, Greene, Washington) and he continues to share his time in those offices.

Approximately every five or ten years, a national civil rights review is conducted. In 2016, Pennsylvania will undergo this review. Five counties will be selected for this process that includes a visit to the Conservation Districts.

At a previous meeting, he discussed a proposal that may change the specifications for funding for the construction of Heavy Use Areas, and roofing. This matter is still being discussed at the state level.

Mr. Evans noted that he is available to speak to Greene County School Districts who may seek assistance in preparation for the Envirothon.

**EXECUTIVE SESSION**--There was no need for an Executive Session.

**ADJOURNMENT**

Prior to adjournment, the letter, included in the meeting packets, from the York County Conservation District to the PA Governor's Office regarding redirecting Conservation District Fund Allocation Program (CDFAP) funds to support the implementation of Best Management Practices (BMP's) was briefly discussed.

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

Respectfully submitted,

*Rebecca K. Salosky*

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 Feb. 16., 2016.

*Bradley Eisinger*  
Chairman, Greene County Conservation District

*Janet Cull*  
Secretary, Greene County Conservation District