



Greene County Conservation District

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GREENE COUNTY CONSERVATION DISTRICT REGULAR MEETING MINUTES July 19, 2016

CALL TO ORDER AND INTRODUCTION OF GUESTS

Chairman Eisiminger called the meeting to order at 10:00 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; Jim Cowell-Secretary; Tom Headlee-Treasurer; Mike Belding-Director; Greg Hopkins-Director; Bill Wentzel-Director/Environmental Program Associate; Jerry Day-Associate Director; Dave Shipman-Associate Director; and Gay Thistle-Associate Director.

Guests and Cooperating Agencies

Chuck Kubasik-DEP Field Representative; Phil Evans-NRCS

Staff

Lisa Snider-District Manager; April Brummage-Resource Specialist and Becky Salosky-Fiscal Officer.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

A motion was made by Tom Headlee to approve the minutes of the June 22nd, 2016 meeting. Bill Wentzel seconded. (Motion Passed)

TREASURER'S REPORT

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

CORRESPONDENCE AND UPCOMING EVENTS

There was no correspondence or upcoming events to bring before the board.

STAFF REPORTS

Bill Wentzel – He continues to work with a logger to reach compliance at a site near Dunn's Station along State Route 221.

April Brummage – She is working to learn the programs and is assisting others when needed.

Jared Zinn – Jared did not attend today’s meeting. Ms. Thistle commended GCCD and Mr. Zinn for their work in the organization of the rain barrel workshops. Ms. Snider noted that additional barrels, obtained from the Block Plant near Garards Fort, will be used on Rain Day. The CATTFish Program, will also be promoted, at this event.

OLD BUSINESS

Dirt, Gravel, Low Volume Road Program Quality Assurance/Quality Control Evaluation (QAQC)

As reported at the June 22, 2016 GCCD meeting, officials from the Center for Dirt and Gravel Roads and the State Conservation Commission (SCC) conducted the evaluation on June 6-8, 2016. A copy of the final report was included in the meeting packets.

GCCD exceeded the expectations of the QAQC Team in the administration and functionality of the program. Regarding project completion, expectations were met. The lower rating, for the completion of projects, was a result of the lack of headwalls on the drainage pipes installed by the townships. Many townships believe that headwalls can be dangerous, in the event of an accident, and they are reluctant to install them.

Mr. Wentzel and Mr. Kubasik commended Ms. Snider and staff for their work in the program. Mr. Kubasik also commended the GCCD board and noted that staff does a great job in promoting the program.

NEW BUSINESS

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

Dirt and Gravel Road Policy

A copy of the revised policy was distributed at the meeting. The Dirt and Gravel Road Quality Assurance Board (QAB) met on July 13th, 2016 to review the policy and make changes that were suggested following the program evaluation. Ms. Snider noted that most of the changes were minor (program based, grammatical, etc.). She reviewed some of the changes as follows.

- Since other entities (PennDOT, PA Game Commission, etc.), are eligible to apply for program funding, the word municipality was changed to eligible applicants.
- The application and ranking periods were changed to coincide with funding availability.
- All permits needed for the site, must be obtained in order to receive advanced funding for the project.
- All final documents must be received before final payment can be made.
- Thirty percent of the total cost of the project will be held until a final inspection is made by the QAB.

A motion was made by Mike Belding to approve the revisions, as recommended by the QAB. Jim Cowell seconded. (Motion Passed)

Pennsylvania Utility Commission (PUC) Block Grant Payment

GCCD has received a check for \$57,159.09 for the 2015 funding year. Past, funding has been reserved for a building fund and has been deposited in a Certificate of Deposit (CD), at Community Bank.

For the 2014 reporting year, GCCD received \$56,818.18. \$29,014.18 was deposited in the CD and \$27,804.00 was deposited in the General Fund at Community Bank for the purchase of the Ford Explorer. The current balance of the CD is approximately \$143,000.

If the board chooses, this check for the 2015 funding year can also be reserved for the building fund and can be deposited in to the CD. Since the General Fund has, a sufficient amount of funding available, \$57,159.09 can be earmarked as PUC funds for the 2016/2017 period and could be used to fund the following.

- Ten mini grants
- Annual donations to the Ralph K. Bell Bird Club and the Greene County FFA Improvement Association in honor of Byron Hughes
- Conservation Leadership School scholarships
- Annual dues

The deadline for the submission of the report of expenses for the UGWF PUC Block Grants for the 2015/2016 period is August 15, 2016. Ms. Snider presented the following expenses for board consideration.

CD Cost for Installed Practices (Mini Grants)	\$2,619.68
CD Costs for General Assistance to Landowners (No-Till Drill)	\$26,394.50
Other CD Expenses as authorized by the CD Law (Ford Explorer)	\$27,804.00

Following discussion, a motion was made by Jim Cowell to deposit the \$57,159.09 check for the PUC Block Grant payment received for the 2015 funding year in the CD and transfer \$27,804.00 (the amount used for the purchase of the Ford Explorer) from the General Fund at Community Bank to the CD. Greg Hopkins seconded. (Motion Passed)

Constructing a building at the Wisecarver Reservoir to house GCCD has been discussed at previous GCCD meetings. Commissioner Trader noted that the County of Greene has entered a lease agreement with the Southwestern PA Water Authority for the Wisecarver Reservoir for recreational purposes. Over time, plans are to construct a boat launch, walking trail, etc. The lack of public water and sewage at this location may make it costly to construct a building at the site. Another possible location, the north side of the Greene County Airport, was also briefly discussed.

QuickBooks Assistance

Some time ago, GCCD hired a consultant to assist with setting up QuickBooks, a software accounting program. Since that time, many changes have occurred including; the receipt of

unconventional gas well funds, the addition of general fund accounts, the creation of a CD, etc., making it difficult to use the system with the current setup.

Ms. Snider noted that she spoke to Crystal Simmons, Director of the Greene County Industrial Development Authority, and found that they used the accounting firm of Cypher and Cypher, to help them with QuickBooks. Their work included the review and organization of their accounts to suit their needs. The approximate cost for this service was a one-time fee of \$1,700 and a monthly fee of \$55.

Maher and Duessel, Greene County's and GCCD's auditor suggested we contact Pam Faulkner of Bookminders for assistance. The approximate charge for their service would include a fee of \$75 per visit and \$80 per hour. They estimated that approximately 4-8 hours would be needed to review and make adjustments.

Following a lengthy discussion, the board agreed to allow the staff to accept proposals from the two companies mentioned above.

Mini Grants

A summary of the mini grant program was included in the meeting packets. As discussed at the GCCD held on June 22, 2016, the following five mini grants, of \$5,000 each, were awarded at the GCCD meeting held on January 19, 2016. With the exception of Jim Cole and Bob Wolfe, who withdrew their applications, all of these individuals plan to complete their projects.

- Jim Cole – spring development
- Jessica Vukmanic – streambank stabilization
- Jeanne Williams – stormwater management swale
- Larry Wise – spring development
- Bob Wolfe – spring development

Additionally, Ms. Brummage reviewed the applications for the July 2015 through January 2016 period in order of submission.

1. Walt Simatic – Spring Development
2. Jim Cowell – Two Spring Developments & Collection of Roof Runoff
3. John & Kay Wasieleski – Streambank Fencing & Spring Development
4. Mark Eckleberry – Spring Development & Pasture Program
5. Ken Headlee – Spring Developments & Grazing System
6. Stephen Earnest – Streambank Stabilization
7. Veronica Stephans – Goat Fencing

Since several attempts to contact Ms. Stephans have failed, this project cannot be funded at this time.

All the above applicants are each requesting \$5,000 to complete their projects and all the projects with the exception of two (Eckleberry & Headlee) would require assistance of the Natural Resource Conservation Service (NRCS).

Following discussion, a motion was made by Commissioner Trader to fund the above six applications (Simatic, Cowell, Wasieleski, Eckleberry, Headlee, Earnest). Bill Wentzel seconded. (Motion Passed With One Abstention - Jim Cowell).

Additionally, a motion was made by Commissioner Trader to use UGWF-PUC funding for these mini grants. Tom Headlee seconded. (Motion Passed).

Associate Directorship

Following a brief discussion, Commissioner Trader nominated Jim Jones, a beef farmer in Cumberland Township, to serve as an Associate Director with GCCD. Jim Cowell seconded. (Motion Passed)

Burwell Cemetery – Bald Hill Church Road

Information regarding this matter was not received until after the meeting agenda was prepared, and was not included on the agenda. Bill Kuis, contacted GCCD for assistance. It appears that excessive water above the cemetery is washing out the hillside which is encroaching on the cemetery and threatening burial plots. Pictures, showing the large gullies, were distributed.

Since the area above the cemetery was previously stripped mined, officials from PA DEP's mining office visited the site. Following their visit, they do not feel that the erosion was a result of the strip mine.

Bill Kcenich, who works with restoration projects for PA DEP, is willing to assist with this project, however, limited manpower, as he is the only person in the entire state working in the program, will make it difficult to complete. He is willing to complete the project and could do so with the cooperation of GCCD. PA DEP has asked if GCCD would agree to administer the funds. A cooperative agreement could fast track the project.

This matter will be brought forward for further discussion once further information is obtained and a potential cooperative agreement is drafted between PA DEP and GCCD.

CONSERVATION DISTRICT OUTREACH

There was no outreach discussed.

REPORTS FROM COOPERATING AGENCIES AND GUESTS

Phil Evans – NRCS is finished with the contract work for last year's EQIP funding. Within the three county area of Fayette, Greene and Washington Counties, Greene County was the largest recipient of those funds with many of the projects being agricultural related. He noted that NRCS should not have a problem assisting GCCD with the mini grants.

Chuck Kubasik – The following allocations to Conservation Districts were approved with the passage of the state budget.

PA DEP - \$2.506 million

Department of Agriculture (PDA) - \$869,000

UGWF - \$7.5 (\$3.7 for PUC and \$3.7 for CDFAP)

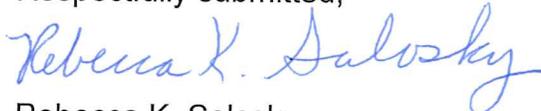
The State Conservation Commission (SCC) is working to determine how the allocations will be divided between CD's.

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

ADJOURNMENT

A motion was made by Tom Headlee to adjourn the meeting at 11:25 a.m. Bill Wentzel seconded. (Motion Passed)

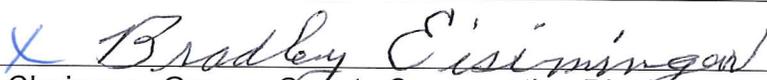
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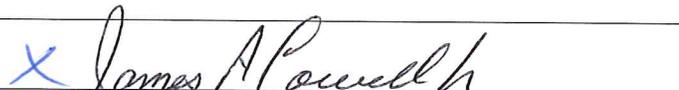


Rebecca K. Salosky
Fiscal Officer

MEETING MINUTES CERTIFICATION

We, the undersigned, agree that the minutes taken above were approved in their entirety by the Greene County Conservation District on August 23, 2016.


Chairman, Greene County Conservation District


Secretary, Greene County Conservation District