

MINUTES

Regular Meeting

May 20, 2008

I. CALL TO ORDER AND INTRODUCTION OF GUESTS

The meeting was called to order by Chairman Rice at 10:05 a.m. at the Mezzanine Conference Room of the Fort Jackson Building, Waynesburg, PA. Directors present were J. Robert Rice, Chairman; Tom Headlee, Treasurer; Dave Coder, Commissioner Representative; Jim Cowell, Director; Jim Kenney, Director; Archie Trader, Director; Frank Blaker, Associate Director; and Bill Wentzel, Associate Director. Guests and District staff in attendance included John Scott, Regional Director, Department of Agriculture; Suzy Petery, SDC, NRCS; Robbie Matesic, Executive Director, Economic Development; Chris Hardie, Planner, Economic Development; Lisa Snider, Assistant District Manager/Watershed Specialist; Laurel Rush, Ag Manager; Mary Jane Kent, Administrative Assistant to Program Support; April VanDruff, Intern; and Becky Salosky, Fiscal Officer.

April was introduced as our summer intern.

II. PUBLIC COMMENTS

No Public Comments were received.

III. REPORTS FROM COOPERATING AGENCIES AND GUESTS

Suzy Petery - Suzy gave a program update stating that construction season is in full swing. She participated in several youth education events, including the Envirothon. Under Greene County's CREP program, 10 contracts have been written comprising 147 acres. Six contracts have been written for set aside cropland for 86 acres. Soil and water conservation plans written for 2,627 acres for the fiscal year. Suzy also said that the Project Grass meeting will be held tomorrow in Fayette County.

John Scott – John gave an update on bio security, specifically, Johnes Disease. He has been in touch with the director of the ag law section at Penn State who suggested that these concerns be addressed in the contract. Mr. Scott said that this may not be possible since most contracts were written many years ago. He also said that in the eastern part of the state, feed truck tires are washed before entering and the fields. Robbi suggested that DEP, Division of Oil and Gas be alerted of the problem and Commissioner Coder suggested that the Governor's Office be contacted.

Next, Mary Jane reported on the Dirt and Gravel Roads Program stating that 11 applications have been received for QAB review. Jackson Township is

now under contract and construction is underway in Greene Township. New forms have been developed to assist in the ranking process. She attended several very informative workshops at the PSATS Conference including one on the Marcellus issue, dirt and gravel roads, and the relationship between townships and conservation districts.

Robbie reported that the comment period for the Comprehensive Plan is now open and will run from May 15th through June 29th. She also said that Laurel and Lisa have graciously agreed to distribute the agriculture and natural resources section to our cooperating agencies for their comments. Laurel added that the Farmland Preservation Board had received the plan and will prepare comments for their June meeting.

Robbie also discussed the need for closer coordination with applications/notifications received by the Commissioners Office, the Planning Commission, and the Conservation District. Chris added that he and Todd met yesterday to come up with a better tracking system. He also said that their office records permit notifications in to a system called “Nexus Greene”, and he distributed a sample copy. Todd records NPDES permits and saves them to the “P” drive, which can be accessed by Chris. Plans are also to use GIS to track these projects. A closer look will be taken as far as who is getting what information (planning, conservation, register & recorder).

IV. APPROVAL OF MINUTES

The minutes of the April 15th meeting were approved as mailed. (Headlee, Kenney)

V. TREASURER’S REPORTS

On a motion by Jim Cowell and a second by Jim Kenney, the Treasurer’s Reports were approved with the following additions.

General Fund

Ck# 312 Subway – Meeting Lunch - \$29.99

NPDES/CWF

Ck# 161 Todd Klaner – Expenses - \$101.00

Dirt & Gravel Roads

Ck# 204 Jackson Township – Macedonia/Muddy Hollow Road Project
Advance Payment - \$16,972.98

A motion was made by Dave Coder to have Archie Trader as the third signature on the account at the First National Bank to replace Judy Gardner. Tom Headlee seconded. (Motion Passed)

VI. CORRESPONDENCE

- a. **A motion was made by Dave Coder to pay the Penn's Corner RC&D dues of \$300 and Jim Kenney seconded. (Motion Passed)**
- b. Since plans are to explore holding a tree sale next year, the nursery license renewal was brought before the board.

A motion was made Tom Headlee not to renew our nursery license for this year. Archie Trader seconded. Mr. Trader suggested that we place this matter on December's calendar. (Motion Passed)

VII. REQUESTS FOR ASSISTANCE

No Request for Assistance forms were received.

VIII. OLD BUSINESS

- a. Lisa reported that the Envirothon was held on May 8th with a total of 14 teams participating. Carmichaels Team #1 won the competition with 405 points out of 500, Carmichaels Team #2 scored 360 points, and Carmichaels Team #3 placed third with 302 points. Currently, Carmichaels is competing at the state competition.

Lisa also reported that she has distributed information regarding the Conservation District Leadership School to the Envirothon Advisors, Guidance Counselors, and the newspaper. A deadline of June 2nd has been set to apply and she will be mailing the applications to directors for their review and ranking.

- b. Laurel stated that she should have more information regarding the Appalachian Grazing Conference for the next meeting.
- c. Chairman Rice asked if everyone received information regarding the PACD Joint Annual Conference. After brief discussion, it was determined that the registration is not due until after our June meeting.

- d. Laurel reported that since the last meeting, Pam Snyder was appointed to serve as the County Commissioner Representative on the Penn's Corner Executive Council.

A motion was made by Archie Trader to appoint Jim Cowell to replace Ralph Bell as the Conservation District Director on the Executive Council. Jim Kenney seconded. (Motion Passed)

- e. Laurel reported that she has now received her new computer and is very pleased with it. She estimated the total cost to be \$1,200 with approximately \$800 to be claimed under the Nutrient Management Grant.
- f. Lisa reported that the Quality Assurance Board of the Dirt and Gravel Roads program will visit all the sites on May 29th. She apologized for the short notice, but with the Envirothon and the deadline for Growing Greener Grants, it was unavoidable. She explained that Bob was unable to attend this date and asked if someone else could take his place. In the end, Bob decided that he would be available to attend.

IX. NEW BUSINESS

- a. Laurel said that either April or she will be contacting the directors for their comments regarding the Comprehensive Plan and she offered to assist in drafting a letter on behalf of the board. Mr. Kenney added that the plan should also be distributed to Associate Directors. Robbie clarified that the following sections be distributed: agriculture, land use, natural resources, and the development objectives. Chris said that the Recreation Plan is also under a comment period and Robbie said that the Agri-Tourism section should also be reviewed by our board.
- b. The next item of business discussed was the Right-to-Know Law. Chris reported that the law will be changing January 1, 2009 and will affect us as public entities. He said that the handout Robbie will be distributing will show what is public record and what is not. He also said that the major change concerns the media. Robbie said that the governor has appointed a Right-to-Know Officer and the County will also be appointing one as well.
- c. Lisa presented the Watershed Specialist Grant application, a job description, and deliverables for review and approval. She said that the grant is for \$64,000 for a two year period (July 1, 2008-June 30, 2010).

After discussion, a motion was made Archie Trader to apply for the grant and Jim Kenney seconded. (Motion Passed)

- d. Laurel said that the next agenda item, No-Till Seeder, should be corrected to include a Lime Spreader. Mr. Kenney went on to explain that the county is in desperate need of lime and that its steep terrain prevents trucks from going on certain areas. He is aware that some Districts rent equipment, and in fact, he has rented Washington County's No-Till seeder. He thought that we could explore the possibility of renting a lime spreader. He actually owns a lime spreader and has received requests to rent it. He also said that although the spreaders are usually advertised for lime and fertilizer, he does not recommend that fertilizer be used due to its corrosive nature. Commissioner Coder cautioned about insurance and suggested that their carrier be consulted.

After discussion, a motion was made by Dave Coder to appoint Mr. Kenney and Mr. Cowell to serve on a committee to further investigate this matter. Archie Trader seconded. (Motion Passed)

- e. **J. Robert Rice nominated Jim Kenney for the Secretary's position and because he is the second signature on checks, he deferred the position to Mr. Cowell. Dave Coder seconded. (Motion Passed)**
- f. Lisa discussed the next item of business, the Greene County Map. She explained that she and Todd would like to construct a map using topo maps, plexi glass, etc. for use at the office and the county fair. She also said that Todd's father had agreed to assist in constructing the map and the estimated cost of materials is \$461.00.

A motion was made by Archie Trader to approve the project and Jim Kenney seconded. (Motion Passed)

- g. Laurel discussed the next item of the business, the Observer Reporter Subscription. She explained that many items pertaining to the District appear in the paper and they are placed in a book. An annual subscription cost is \$142.50.

After discussion, a motion was made by Dave Coder to approve a subscription. Jim Cowell seconded. (Motion Passed)

- h. **A motion was made by Jim Kenney to purchase a bell chime for the front door entrance from Wayne Lumber at an approximate cost of \$50.00. Archie Trader seconded. (Motion Passed)**

X. DISCUSSION OF STAFF REPORTS

- a. Laurel reported that two meetings are being held the first week of June. The Agriculture Work Group in Harrisburg and the District Manager's Summit in State College.

A motion was made by Archie Trader to allow Laurel to decide which meeting to attend. Jim Cowell seconded. (Motion Passed)

- b. Lisa distributed her report prior to the meeting and apologized for not mailing it with the meeting notices. She explained that grant deadlines and the Envirothon did not allow her to finish it on time. She also distributed a breakdown of Dirt and Gravel Roads funding and explained that about \$56,000 dollars will be put into projects next week.

Lisa also reported that she has applied for two Growing Greener Grants. One for a Streambank Stabilization/ Protection Project on Whiteley Creek. The first phase of this project was done under the Muddy Pumpkin Grant and she worked with the Fish and Boat and Game Commissions to extend the project throughout Game Lands 223. Practices will be installed on seven different sites for a total grant request of \$97,721.00.

She has been working with Mackin Engineers on the second grant application involving the treatment of abandoned mine discharge. Mackin has submitted the grant for us to do the monitoring, site evaluation, and design on the Grigsby Property. Work was completed on the site several years, ago, however, many changes have occurred which will require updates. Lisa said that Mrs. Grigsby has approved the project by signature and Roy Sisler, a neighboring landowner, also supports the project. Funding is being held by Penn's Corner RC&D for operation and maintenance of a structure at the site.

Laurel stated that she will be mailing a copy of the Memorandum of Understanding with the county for director review. The Memo will be expiring in July.

XI. EXECUTIVE SESSION

A motion was made by Dave Coder to recess for lunch at 11:30 a.m. with an Executive Session to follow. Jim Kenney seconded. (Motion Passed)

The meeting reconvened at 12:55 p.m. with the following actions.

A motion was made by Tom Headlee to hire Dustin A. Teegarden as the West Nile Virus Coordinator. Jim Cowell seconded. (Motion Passed)

A motion was made by Jim Cowell to hire Bill Wentzel as the second technician. Jim Kenney seconded. (Motion Passed)

Inviting DEP Representatives (Division of Water Quality Assessment and Standards) to discuss a stream monitoring program with the board was also discussed.

A motion was made by Tom Headlee to invite DEP and Jim Kenney seconded. (Motion Passed)

The meeting was declared adjourned by Chairman Rice at 1:00 p.m.

Respectfully Submitted,

Rebecca K. Salosky
Fiscal Officer