



## **Greene County Conservation District**

22 West High St. • Suite 204 • Waynesburg, PA 15370

Tel: 724-852-5278 • Fax: 724-852-5341

email: [gccd@co.greene.pa.us](mailto:gccd@co.greene.pa.us)

Web: [www.co.greene.pa.us/gccd](http://www.co.greene.pa.us/gccd)

### **GREENE COUNTY CONSERVATION DISTRICT REGULAR MEETING MINUTES January 16, 2024**

#### **CALL TO ORDER AND INTRODUCTION OF GUESTS**

Mr. James A. Cowell, Jr. called the meeting to order at 10:05 a.m. at Greene County Fairgrounds Building 10, 107 Fairgrounds Road, Waynesburg, PA.

Those in attendance were as follows:

#### **GREENE COUNTY CONSERVATION DISTRICT DIRECTORS**

James A. Cowell, Jr.-Chairman; Greg Hopkins-Treasurer; Glodenna Halstead, and Dan Bazzoli. Associate Directors: Dominick Barbetta, Keith Golden, George Scull, Jerry Day, Lewis Crouse, Rebecca Trigger and Kevin White

#### **STAFF**

Lisa Snider-District Director; Tiffany Stewart-Watershed Specialist, Theresa Prochaska-Agricultural Conservation Specialist, and Heather Yorko-Fiscal Officer.

#### **GUESTS AND COOPERATING AGENCIES**

Ryan Furrer-Regional District Rep Pennsylvania Department of Environmental Protection (PADEP).

Jared Edgreen-Greene County Commissioner.

#### **OATH OF OFFICE**

Commissioner Edgreen administered the Oath of Office to Greg Hopkins, Farmer Director, term to expire December 31, 2027 and Rebecca Trigger, Public Director, term to expire December 31, 2027.

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

Ms. Snider asked for nominations for Chairman of the Greene County Conservation District Board.

***A motion was made by Greg Hopkins to nominate James Cowell, Jr. as Chairman of the Conservation District Board. Dan Bazzoli seconded. (Motion Passed)***

Ms. Snider turned the meeting over to the newly appointed Chairman, Mr. James Cowell, Jr.

***A motion was made by Dan Bazzoli to nominate Greg Hopkins as Vice-Chairman of the Greene County Conservation District Board. Rebecca Trigger seconded. (Motion Passed)***

***A motion was made by Greg Hopkins to nominate Dan Bazzoli as Treasurer of the Greene County Conservation District Board. Rebecca Trigger seconded. (Motion Passed)***

***A motion was made by Greg Hopkins to nominate Glodenna Halstead as Secretary of the Greene County Conservation District Board. Rebecca Trigger seconded. (Motion Passed)***

#### **PUBLIC COMMENTS**

There were no public comments.

#### **APPROVAL OF MINUTES**

***A motion was made by Dan Bazzoli to approve November 21, 2023 minutes. Rebecca Trigger seconded. (Motion Passed)***

#### **TREASURER'S REPORT**

Ms. Yorko distributed an updated Treasurer's Report to the board before the start of the meeting. Ms. Yorko explained that there had been an Account Receivable Specialist hired in the Controller's office so they were working together to get all county invoices current. The updated Treasurer's Report includes a check to the County of Greene for \$76,665.37 and two other checks to transfer funds from First Federal General Fund to the Dirt & Gravel and Low Volume Road accounts.

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

#### **REQUEST FOR ADDITIONAL AGENDA ITEM**

There was no request for additional agenda items.

#### **CORRESPONDENCES AND UPCOMING EVENTS**

State Ethics Forms for the directors were included in the Meeting Packets, please complete and return to Ms. Yorko as soon as possible the submission deadline is the end of April.

March 13<sup>th</sup> Hay Meeting with Penn State Extension from 6-8:30 at the Greene County Fairgrounds Building 10 Upstairs. Ms. Prochaska placed an ad for the next issue of the Greene Saver; additionally, there will be a press release close to the event.

May 1<sup>st</sup> is Road Clean Up Day during Soil and Water Conservation Week; the district cleanup site is in Kirby; cleanup will start at 9:00am and finish before 1:00pm.

Ms. Snider received an email regarding the West Nile Virus Grant award \$29,194.00, Mr. Cowell and Mr. Hopkins will be receiving emails to sign online for the grant. Mr. Hopkins asked if the West Nile Virus grant have been cut and Ms. Snider explained that they cut our tire recycling/habitat reduction amount; however, the board voted to match the funds at the last meeting, giving the district approximately \$5,000 for tire recycling.

Mr. Brakenrich emailed that there is a pesticide update class for 2 core and 2 category credits on January 24<sup>th</sup> from 1-3 at Greene County Fairgrounds Building 10.

A private applicator short course – prep class for anyone that would like to take exam to get private license will be offered January 31<sup>st</sup> and February 1<sup>st</sup> from 9-3.

### **STAFF REPORTS**

Written reports were included in the meeting packets.

**Lindsay Kozlowski** – Ms. Kozlowski was unable to attend due to Wisecarver Progress meeting at the same time.

**Zack Basinger** – Mr. Basinger was unable to attend due to Wisecarver Progress Meeting at the same time.

**Tiffany Stewart** – Ms. Stewart stated that she had her final walk through at the Willis Farm and she is preparing to submit the final report closing the Willis Growing Greener Grant.

At Cree Farm the Growing Greener Grant dairy cattle portion is done and work will begin on the beef cattle portion in the spring.

Cree Farm ACAP is 95 percent complete, they are just waiting to get the roof gutters installed and inspected by NRCS.

Ms. Stewart was finally able to get a hold of the landowner's son regarding the Jefferson Bridge site and she is working on getting written approval of a landowner agreement.

**Tess Prochaska**—Ms. Prochaska stated that she reviewed Conrad Gall's manure management plan which had some issues including that it is mostly illegible. Ms. Prochaska, Mr. Basinger and Ms. Snider are meeting with Paul Cinkan of DEP on Friday, January 19<sup>th</sup> in the office and then going to meet with Mr. Gall at his farm.

**Heather Yorke** – Ms. Yorke didn't have much to add to her written report, just that the new person for the County in Accounts Receivable was getting settled and that she felt invoice billing would go smoothly going forward.

**Lisa Snider-** Ms. Snider stated that Ms. Kozlowski and Mr. Basinger had to attend a Wisecarver Progress meeting today. Ms. Snider didn't have anything to add to her written report.

**OLD BUSINESS**

**AG COMPLAINT-UPDATE**

**Kovalcheck Road** – Ms. Snider state Ms. Prochaska had given the update in her staff report. Mr. Basinger has a permit for a stream crossing that they need to review with Mr. Gall as well as the manure management plan. DEP had requested that they meet on the farm so they have that planned for this Friday.

**NEW BUSINESS**

**Request for Assistance**

There were no requests for assistance.

**UPDATE AND APPROVAL OF FINANCIAL SIGNATORIES AND BONDING**

Ms. Snider stated that the board needs to make a decision regarding who is going to have signing powers for all the banks. At this moment, only Mr. Cowell and Mr. Hopkins are able to sign district checks.

Mr. Cowell recommended that the Commissioner Representative be given signing power since it is a short trip across the street for Ms. Yorke to get one of the needed signatures which is easier than two other members trying to make trips to the district office.

Ms. Snider informed the board that if they chose to add the Executive Board Members and the Commissioner Representative, they would be a slight increase in the bonding fees due to having five signatories.

***A motion was made by Greg Hopkins to nominate Commissioner Edgreen as one of the GCCD signatories, contingent on the Greene County Commissioners deciding that Commissioner Edgreen be the Commissioners Representative, along with the Executive Board Members. Glodenna Halstead seconded. (Motion Passed)***

**ASSOCIATE BOARD MEMBERS REAPPOINTMENTS AND CALL FOR NEW**

Ms. Snider stated that all 2023 Associate Board members had expressed their willingness to continue in 2024 and that the Commissioner had not sent any new names for associate directors. Ms. Snider asked for any names from the board members for consideration as associate board members in 2024 and no names were given.

**The 2024 Associate Director:**

Becky Salosky	Carol Adamson	Matt Robison
Dominick Barbetta	George Scull	Sean Hilverding
Jerry Day	Jim Willis	Lewis Crouse
Keith Golden	Doug Willis	Kevin White

Ryan Wise

***A motion was made by Glodenna Halstead to accept the 2023 Associate Board members as the 2024 Associate Director for Greene County Conservation District Board. Dan Bazzoli seconded. (Motion Passed)***

#### **2024 GCCD DISTRICT DIRECTORS AND ASSOCIATE DIRECTORS CONTACT INFORMATION**

Ms. Snider explained that the annual district director contact form was distributed in each mailing packet. This form is utilized annually to verify the donation of mileage to Envirothon by those board members that choose to do so. Board members were asked to update the contact information and return forms to Ms. Yorko as soon as possible.

#### **2024 BUDGET REVIEW**

Ms. Snider explained that she reviewed the 2024 Budget with Commissioner Belding and Mr. Hopkins in December and she had only made one big change pertaining to ACAP; ACAP Professional Service amount adjusted due to it covering three years and wanting to use funds for engineering assistance.

***A motion was made by Dan Bazzoli to approve the 2024 Budget. Rebecca Trigger seconded. (Motion Passed)***

#### **APPROVAL TO ADVERTISE FOR REQUESTS FOR PROPOSALS AND QUALIFICATIONS FOR ENGINEERING ASSISTANCE FOR ACAP**

Ms. Snider explained that regarding the ACAP Program the conservation district is finding it difficult to find engineering services for the landowners to get applications put together, to do the work on the farm when construction is taking place, and to certify the practices that need to be certified. The district staff does not have an engineering background so we need to hire outside agencies to assist. Most other counties are hiring an engineering firm and utilizing their technical service funds through ACAP which is 14 percent of ACAP award. These companies are working for the conservation district to help put together applications, be out in the field be sure that the practices are being installed correctly and certify those practices. Having the engineering firm working for the Conservation District instead of the landowner would allow Ms. Snider to make sure that bids are put together properly, have everything advertised according to the county's policy, prevailing wages are accounted for in securing services and things are done correctly.

Ms. Snider put together an advertisement for Request for Qualifications and Proposals to see if we can get an engineering company.

***A motion was made by Rebecca Trigger to advertise for engineer for ACAP Program. Glodenna Halstead seconded. (Motion Passed)***

#### **2024 GRACE PROGRAM APPLICATION ADVERTISEMENT**

Ms. Snider is ready to advertise for the 2024 GRACE Program, just needs the approval of the board to place the ad.

***A motion was made by Glodenna Halstead to start advertising for the 2024 GRACE Program. Greg Hopkins seconded. (Motion Passed)***

**2024 COLORING AND POSTER CONTEST**

Ms. Snider is ready to advertise for the 2024 Coloring and Poster Contest, she just needs the approval from the board to pay the prizes in the amount of \$1,500.00.

***A motion was made by Glodenna Halstead to move forward with the 2024 Coloring and Poster Contest. Greg Hopkins seconded. (Motion Passed)***

**2024 GREENE COUNTY CONSERVATION DISTRICT COMMITTEES**

Ms. Snider stated that she added staff members to the committees as needed and that we need a board member for Dirt and Gravel Roads to replace Bill Wentzel. The Dirt and Gravel Road person can expect to spend two days out in the field doing QAB ranking. After discussion, the decision was made to make George Scull a voting member on the Dirt and Gravel Road Committee.

**2024 GCCD DELEGATES**

George Scull will be added as a voting member alternate for Dirt and Gravel

***A motion was made by Dan Bazzoli to approve the 2024 GCCD Delegates. Greg Hopkins seconded. (Motion Passed)***

**NUTRIENT MANAGEMENT SPECIALIST**

Ms. Snider stated that she thought it was time to advertise for a Nutrient Management person or another option would be to share a position/cost share with Washington County for Nutrient Management. There is about two years of trainings involved in getting certified in Nutrient Management and it is not feasible to send Ms. Prochaska to these trainings, because she would be out of the office for training during the busiest part of the year with GRACE and ACAP. Glodenna Halstead mentioned that she knows someone that may be interested if we decided to hire a Nutrient Management Specialist.

***A motion was made by Dan Bazzoli to advertise for a Nutrient Management Specialist. Glodenna Halstead seconded. (Motion Passed)***

**CONSERVATION DISTRICT OUTREACH**

Ms. Snider is working on the Annual Report  
Ms. Stewart is preparing the Winter Newsletter  
The Envirothon resource boxes are out to the schools  
Ms. Kozlowski is working to get donations to update the resource boxes for Envirothon.

**REPORTS FROM COOPERATING AGENCIES**

**Ryan Furrer—PADEP-** Mr. Furrer stated we covered district nominations and updating the team sheets.

Mr. Furrer explained Governor Shapiro pay back program has a meeting on January 17<sup>th</sup> to explain processing permits timely or paying back company for prolong waiting periods. At this point this has no impact on the Chapter 102 permits, but may in the future.

**EXECUTIVE SESSION**

*A motion was made by Greg Hopkins to go into executive session. Dan Bazzoli seconded. (Motion Passed)*

*A motion was made by Greg Hopkins to come out of executive session. Dan Bazzoli seconded. (Motion Passed)*

*A motion was made by Dan Bazzoli to make a recommendation to the county to give Tiffany Stewart a 5 percent raise based on her yearly evaluation. Greg Hopkins seconded. (Motion Passed)*

**NEXT REGULAR MEETING**

The next regular meeting will be February 20, 2024.

**ADJOURNMENT**

*A motion was made by Greg Hopkins to adjourn the meeting at 11:26am. Dan Bazzoli seconded. (Motion Passed)*

Respectfully submitted,



Heather Yorko  
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 February 20, 2024.

*UKR* Chairman, Greene County Conservation District

*Greg Hopkins 2-20-24*  
Secretary, Greene County Conservation District