



## **Greene County Conservation District**

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### **GREENE COUNTY CONSERVATION DISTRICT REGULAR MEETING MINUTES June 18, 2024**

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

Mr. James A. Cowell, Jr. called the meeting to order at 10:01 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-Vice Chairman; Dan Bazzoli-Treasurer; Glodenna Halstead-Secretary; Jared Edgreen-Commissioner Representative, Dave Shipman-Director and Rebecca Trigger-Director. Associate Directors: Dominick Barbetta, Ryan Wise, George Scull, Doug Willis, Jim Willis, Kevin White and Carol Adamson.

#### **STAFF**

Lisa Snider-District Director; Zachary Basinger-Environmental Permitting Manager; Tiffany Stewart-Watershed Specialist; Theresa Prochaska-Agricultural Conservation Specialist; Heather Yorke-Fiscal Officer.

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

Ryan Furrer-Regional District Rep Pennsylvania Department of Environmental Protection (PADEP). Samantha Strejcek, CPA Senior Manager-Maher Duessel; Alex Christie-CPA Senior Auditor-Maher Duessel; Jeff Sholtis-Morgan Township Supervisor.

#### **PUBLIC COMMENTS**

There were no public comments.

#### **APPROVAL OF MINUTES**

*A motion was made by Rebecca Trigger to approve May 21, 2024 meeting minutes.  
Greg Hopkins seconded. (Motion Passed)*

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

Ms. Yorke stated she had written a check to Jim Willis for Final Payment of his ACAP project in the amount of \$6,027.20. Greene Township for Final Payment for Long Hill Road from the DGR account in the amount of \$2,291.79. Check written to County of Greene for May & June invoices in the amount of \$43,984.59.

*A motion was made by Dan Bazzoli to approve the Treasurer's Report. Rebecca Trigger seconded. (Motion Passed)*

#### **REQUEST FOR ADDITIONAL AGENDA ITEMS**

Ms. Snider stated that she had forgotten to include the 2023 Audit Review and the 2024-25 ACT Funding Request so she had Ms. Yorke send out an updated agenda yesterday that the board should approve.

*A motion was made by Greg Hopkins to approve the updated Agenda. Dan Bazzoli seconded. (Motion Passed)*

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

PACD/SCC Joint Annual Conference-July 17-18 which each director should have received an email from PACD.

2024 Spring PACD Region Meeting Summary

#### **STAFF REPORTS**

Written reports were included in the meeting packets.

**Lindsay Kozlowski** – Ms. Kozlowski was unable to attend meeting. Ms. Snider stated that Ms. Kozlowski has been busy with DGLVR projects.

**Zack Basinger** – Mr. Basinger stated that our summer interns had started, Madie Simpson started on May 8<sup>th</sup>, she is primarily Tess's intern for GRACE, but will be helping with WNV when able. Mason McNett started on May 13<sup>th</sup>; he is working on WNV. Both interns helped at the Tire Recycling Event on May 15<sup>th</sup>. We collected 1,169 tires at the Tire Recycling Event which is our largest collection so far. Thank you to Jefferson Township for their assistance with their equipment. Mr. Basinger is going to review and determine if we have enough money to do one more tire dumpster for a cleanup or to help a township.

Permit are up, Mr. Basinger has 8 NPDES permits in different stages. Tick and Mosquito numbers are up due to the wet spring and the heat.

**Tiffany Stewart** – Ms. Stewart stated that she had submitted all of the Summer Newsletter, but has not received any response at this time.

Jim Willis' Growing Greener and ACAP are officially complete. After a lot of back and forth on the part of the potential Growing Greener Grant participants this year they have made the decision not to apply.

Mr. Scull asked question regarding the completion of Cree's gutters and the funding source for the gutters, Ms. Stewart explained that both Growing Greener and ACAP are funding the gutters and that Mr. Cree is getting quotes. The Cree's are dealing with the increased costs for

these gutters and finding contractors able to make the correct size of gutters needed. Mr. Scull had two companies that he recommended to help with this issue.

Appalachian Seamless Gutters 304-276-9560

CASA Tim Hall 724-620-8960

Ms. Trigger also suggested Mr. Ed Kiger, his number is 724-998-3008 who makes the gutters on site and she believes that he could make the size of gutters needed for the barn.

**Tess Prochaska**—Ms. Prochaska stated that she has been working with the GRACE applicants, getting GRACE visits done and working with ACAP participants; she has GRACE Applications with her at the meeting if anyone needs them, she is trying to get them completed before she is off in August.

**Heather Yorko** – Ms. Yorko stated that she has been working with Carol Gooden to get the issues with QuickBooks resolved and streamlined, however, Ms. Gooden is too busy with the current audits going on so it will be some time in August to get this process completed.

**Lisa Snider**- Ms. Snider stated that she is trying to get the Farmland Preservation moving along. Ms. Snider had to get a new surveyor who works with Washington and Allegheny Counties who he has the equipment and knowledge needed; right now, she is waiting for a quote to bring to the board. Ms. Snider has called to have the appraisal completed and hopes to have everything finished by the end of the year.

#### **OLD BUSINESS**

None

#### **NEW BUSINESS**

##### **Request for Assistance**

Leslie McCullough-102 acres in Washington Township. He has applied for the GRACE Program for lime and fertilizer, the farm produces hay and has cows.

*A motion was made by Glodenna Halstead to approve Leslie McCullough's request for assistance. Greg Hopkins seconded. (Motion Passed)*

*Dave Shipman abstained from voting due to Mr. McCullough being a family member.*

##### **2023 Audit Review**

Ms. Samantha Strejcek, Senior Manager and Mr. Alex Christie, Senior Auditor at Maher Duessel are reviewing the draft of the 2023 Greene County Conservation District Audit. The Communication Letter had no sensitive disclosure and no difficulties in completing the Audit, Ms. Snider and staff quickly provide any requested information. The Independent Auditor's Report stated that each major fund, the aggregate remaining funds and the respective changes were handled in accordance with generally accepted accounting principles.

The total assets at the end of the 2023 year are \$3,033,127.00.

There is unearned revenue of \$437,824 due to the ACAP Funding, the district received, but didn't have offsetting expenses for these monies at the end of the year.

There was a deficiency of \$173,035 in revenue for the year due to the Dirt and Gravel Road and Low Volume Road funds.

There is a due to other funds shows that the General Fund owes the Dirt and Gravel Road Fund \$141, 287.81 was received in 2023 and transferred to Dirt and Gravel Road Fund in 2024 which is why it is shown in notes.

There were no findings to report.

Management Letter as part of the auditing process there were a variety of adjustments needed to properly report the financial statements, all of the supporting documents were provided and corrections were made. Discussed QuickBooks training with Ms. Gooden and Ms. Snider. The biggest issue is related to transfer issues due to all ACH deposits being sent to the First Federal Account and needing quickly transferred into other accounts.

***A motion was made by Dave Shipman to approve the Financial Statements. Glodenna Halstead seconded. (Motion Passed)***

#### **2024-25 ACT Funding Request**

Ms. Snider explained that this is the annual funding for the ACT position, Ms. Prochaska's position, the request is due July 10<sup>th</sup> so it needs to be approved this meeting. Ms. Gooden provided salary and benefits which will total \$67,849.69, Ms. Snider wants the boards approval to request \$20,000 from the 2024-25 ACT Funding and the rest to be paid by oil & gas UGWF to be 100% covered.

***A motion was made by Glodenna Halstead to approve requesting \$20,000 in funding from ACT. Dave Shipman seconded. (Motion Passed)***

#### **CONSERVATION DISTRICT OUTREACH**

Ms. Stewart is working on the summer newsletter

#### **REPORTS FROM COOPERATING AGENCIES**

**Ryan Furrer**, Regional District Rep PADEP, stated CDFA Funds are available and the ACT and Growing Greener funds which have already been discussed.

**Rebecca Trigger - SWAPO**, stated that SWAPO would be hosting a Game of Logging on chain saw safety and boring cutting methods course on her Farm in Jefferson on October 19th. This event will allow 12 people per day in a 6-hour course with a cost of \$100.00 per person, if there is enough interest a second day could be added. Ms. Trigger requested that is information be added to the next newsletter.

**Glodenna Halstead** stated that she had had Russ Gibbs out to her farm about invasive plants which are an issue on her farm due to a neighbor timbering effecting her boundary and interior fencing.

The suggestion was made by Ms. Snider to do a workshop about invasive plants and promote the Forestry GRACE Program and educate the board members. Ms. Snider suggested that it might be necessary to develop an invasive control through the GRACE program due to the acreage requirements of the GRACE Forestry Program.

**EXECUTIVE SESSION**

No Executive Session needed.

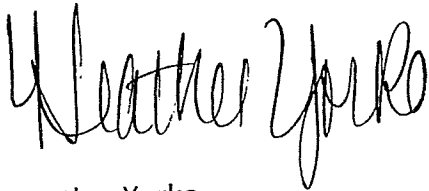
**NEXT REGULAR MEETING**

The next regular meeting will be July 16, 2024 at 10:00am.

**ADJOURNMENT**

*A motion was made by Glodenna Halstead to adjourn the meeting at 10:41 am. Greg Hopkins seconded. (Motion Passed)*

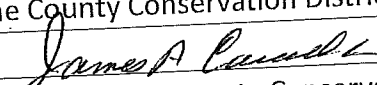
Respectfully submitted,



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 July 16, 2024.

  
Chairman, Greene County Conservation District

Secretary, Greene County Conservation District