



Armstrong Conservation District

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FEBRUARY 2017 MINUTES

The Armstrong Conservation District Board of Directors held their monthly meeting at the Armsdale Administration Building, 124 Armsdale Road, Suite 103, Kittanning, PA 16201 on Wednesday, February 15, 2017.

Chairman Spurgeon Shilling called the meeting to order at 9:00 am. Directors present: Commissioner Jason Renshaw, DeJay Claypoole, Andrew Kimmel, Dennis Hawley and Jerry Longwell; Dave Rupert, District Manager; Cindy Vranka, Office Manager; Gregg Smith, DG/LVR Specialist; Julie Zeyzus, Watershed Specialist; Dennis DiOrio, NRCS SDC; Ed Huston, FSA CED.

Public Comment on Agenda Items – Executive Session at the end of the business meeting to discuss personnel items.

Dennis Hawley moved, seconded by Andrew Kimmel to approve the minutes of January 18, 2017 as presented. Motion carried.

The Treasurer reported a balance of \$183,403.52. Andrew Kimmel moved, seconded by DeJay Claypoole to approve the Treasurer's Report as presented subject to audit. Motion carried.

Needed Supplies / Outstanding Bills – Jerry Longwell moved, seconded by Andrew Kimmel to pay Outstanding Bills as presented. Motion carried. No Needed Supplies.

OLD BUSINESS

2017 Tree Sale Update – Dave Rupert District Manager reported on the current status of the 2017 tree sale. Discussion was held regarding the possibility of accepting credit cards and the cost per transaction.

2017 Legislative Breakfast Update – The breakfast is scheduled for Thursday, March 31st at the Belmont Complex, 8 – 10 am.

2017 Annual Combined Banquet Update – The event is scheduled for Thursday, March 2, 2017, 6 pm at Lenape Tech, Ford City. RSVP by Friday, February 17th.

PACD Winter Meeting Update – Spurgeon Shilling Chairman and Dave Rupert District Manager attended the PACD winter meeting. The SCC approve the funding from the EQT Foundation for the District to purchase a vehicle. The roll out of the Mobile Environmental Display will be during the Dayton Fair.

State Ethics Commission Statement of Financial Interests – As per State Conservation Commission and State Ethics Commission guidance, Statement of Financial Interests (SEC-1) Forms were distributed. Forms are due by May 1 of each year a person holds a public position as well as the year following termination of service. Forms for calendar year 2016 are due to be filed by May 1, 2017. This item will remain as an agenda item until May 1, 2017.

NEW BUSINESS

Reject PennVest Funding Offer - The Board formally directed the Manager to reject the funding offer from PennVest and to resubmit the application with an increased funding request at a later date.

Leadership Development Mtg - Armstrong Conservation District has been asked to attend a Leadership Development meeting in Clarion at the Park Inn to participate in a presentation regarding the interaction between the Manager/Chairman and the Office Manager/Treasurer of the District.

PACD Regional Directors Meeting – The PACD SW Region meeting will be held Thursday, March 16th at the Westmoreland Conservation District.

SCC Meeting – is scheduled for Tuesday, March 14th. Dave Rupert District Manager will be attending. Items of discussion is the off right-of-way for DG & LVR projects.

Bereavement Policy – Jerry Longwell is asking for recommendations/guidance regarding bereavement/in lieu of memorials/contributions for directors, associate directors, staff etc. that pass away.

Engineering Agreement (Szalankiewicz Engineering) – Jerry Longwell moved, seconded by Commissioner Renshaw to approve the contractual agreement between Szalankiewicz Engineering PC and the Armstrong Conservation District for the Hulings Run Growing Greener project. Motion carried.

OTHER BUSINESS

Strategic Planning Meeting is scheduled for Thursday, February 16th from 10 am – 2 pm at the ELC. The Vision statement is being considered for revision.

CORRESPONDENCE – PDA is interested in creating an Environmental Recognition Program for farmers who implement conservation practices above and beyond what the law requires, similar to the Clean Water Farm Award.

AGENCY REPORTS – The following agencies / staff provided agency reports: G Smith DG/LVR, J Schaub ACT/NM Tech, J Zeyzus Watershed Specialist, C Wagner E&S Tech, and D DiOrio NRCS SDC.

COOPERATOR AGREEMENTS – None

The following **Erosion and Sediment Control Plans** were submitted to the District Board for approval / disapproval:

Date	Project Name	Twp	Rev	Status
1/20/17	Peoples Gas Jackson Rd. Bridge-Rev	Kiski	CW	A
1/20/17	Leechburg Sanitary Sewer-NOT	Leechburg	CW	A
1/20/17	PAW-SR 1033 Johnston Ave Waterline	Kittanning	CW	A
1/27/17	Long Term Control Plan Phase 1	Freeport	CW	D
2/3/17	SR 422, Section 19A, Kittanning Elementary-Rev	Kittanning	CW	D
2/3/17	Keystone Ash Filter Pond Rep.-Rev	Plumcreek	CW	A
2/9/17	JV 368-SR 422 Sec P50	East Franklin	CW	D

2/15/17

Elderton Dollar General-Rev

Elderton Boro CW A

The E&S plans were presented for review and approval by the Board. Jerry Longwell moved and DeJay Claypoole seconded the approval of the E&S plans as their status indicates. Motion carried.

NUTRIENT MANAGEMENT PLANS - None

PUBLIC COMMENT PERIOD - None

At 9:44 am the Board recessed into Executive Session for personnel items. At 9:49 am the Board returned from the Executive Session. The Board reviewed Casandra Wagner's 90 day performance evaluation and directed the Manager to inform Ms. Wagner that she would be offered full time status with the District.

At 9:50 am the Chairman, hearing no objection, declared the meeting adjourned.

The next scheduled Board meeting is scheduled for Wednesday, March 15, 2017 at 9:00 am at the Armsdale Administration Building.

Respectfully submitted,

Cindy L Vranka
*Office Manager for the
Armstrong Conservation District*