



Armstrong Conservation District

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JUNE 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, June 21, 2017.

Chairman Spurgeon Shilling called the meeting to order at 7:00 pm. Directors present: Andrew Kimmel, Michelle Hickman, and Dennis Hawley; Associate Director Ben Kimmel; Dave Rupert, District Manager; Cindy Vranka, Office Manager, Dennis DiOrio SDC NRCS, Rich Tice and Jaysa Stitt representing McCall, Scanlon and Tice LLC.

Public Comment on Agenda Items – None

Dennis Hawley moved, seconded by Andrew Kimmel to approve the minutes of May 17, 2017 as presented. Motion carried.

The Treasurer reported a balance of \$298,722.55. Andrew Kimmel moved, seconded by Michelle Hickman to approve the Treasurer's Report as presented subject to audit. Motion carried.

Needed Supplies / Outstanding Bills – None

OLD BUSINESS

Gerry Kimmel Landowner Reclamation Project Update – District Manager Dave Rupert reported on the progress of the project. The proposed projected cost is approximately \$250,000.00. If funded, the District will receive 4% to 5% for administrative costs.

Strategic Planning – The "Draft Strategic Plan" was distributed to Directors, Associate Directors, etc. for comments and review. Dennis Hawley moved, seconded by Andrew Kimmel to approve and adopt the 2017 Armstrong Conservation District Strategic Plan. Motion carried. The plan will be posted to the District's web page and FB page. This plan will be reviewed in five years (2022).

NEW BUSINESS

Watershed Specialist Contract – The new H2O 18-month contract agreement will be from contract time period February 1, 2017 to June 30, 2018. Maximum grant dollar amount is \$46,750.00. Dennis Hawley moved, seconded by Michelle Hickman to enter into this 18-month agreement. Motion carried.

NM and MM Management Delegation Agreement – The 5-year agreement at this time has been pulled for content/revisions and will be resubmitted to the District for approval at a later time. This agreement is the same as the previous NM agreement but includes the MM component.

70th PACD/SCC Joint Annual Conference – District Manager Dave Rupert and District Chairman Spurgeon Shilling will be attending the joint annual conference July 12th and 13th in Hershey, PA at the Red Lion Hotel Harrisburg Hershey. Billy Porter is the SW Regional recipient of the "Clean Water Farm Award." This award recognizes Pa farmer whose exemplary farm management practices result in improved local and downstream water quality.

Resource Conservationist - E&S Position – The position was advertised in the Leader Times and posted on the PACD website. Interviews will be on Wednesday, June 28th. The highest ranking candidates will be interviewed Wednesday, July 19th prior to the scheduled District Board meeting. **Note to Board Members: Interviews will begin at 5:00 pm.**

MED Update – The District has a meeting scheduled Thursday, June 22 with partnering Districts to discuss the MED logistics such as scheduling, maintenance, etc. The MED will make its debut August 17th 1:30 pm at the Dayton Fair. Representatives from PACD, Colcom Foundation, EQT, PDA, Armstrong County Commissioners, etc. will be in attendance for the formal presentation.

McCall Scanlon & Tice, LLC 2016 Audit Presentation – Rich Tice presented highlights of the draft 2016 audit report and presented the District Board with the signed representation letter. The District Board members will have a month to review the draft report and vote on the final 2016 audit report at the July 19th District meeting.

OTHER BUSINESS

Armstrong Conservation District "Cafeteria Plan" under Section § 125 of the IRS code – This Plan is designed to allow an Eligible Employee to pay for his or her share of Contributions under one or more insurance plans on a pre-tax Salary Reduction basis. Andrew Kimmel moved, seconded by Dennis Hawley to enter into this Resolution. Motion carried.

MED Driver – District Manager discussed hiring a part-time CDL driver (Laura Sue Stewart) for the MED. Ms Stewart will be employed by the District as a part-time employee at a salary of \$16/hr. Andrew Kimmel moved, seconded by Michelle Hickman to employee Laura Sue Stewart as the MED driver on a part-time basis. Motion carried. Dave will continue to look for other qualified individuals to drive the Med should Ms. Stewart be unavailable.

Hulings Run Project – Project bids may be out for bid prior to the July meeting. In order to avoid hosting an August special meeting, acceptance and awarding of a bidder could be delegated to a group of District board members, the manager, and the project engineer. The proposed project should be completed by the Game Commission established deadline of mid-November. Dennis Hawley moved, seconded by Andrew Kimmel to delegate all project oversight to District Manager Dave Rupert in conjunction with the Board Chairman, the District treasurer, and the project engineer. Their decisions will be ratified by the full Board of Directors at the first meeting to be held after the committee award. Motion carried.

CORRESPONDENCE

- ✓ **2017 PA State Envirothon** – State competition was held at UPJ campus on Tuesday and Wednesday May 23 and 24, 2017. High School students from 64 Pa counties participated in this year's event.
- ✓ **Harbor Freight Tools for Schools Prize for Teaching Excellence** – An opportunity for schools to win financial prizes totaling over \$500,000. The purpose of the prize is to recognize teaching excellence in the skilled trades. District Manager Dave Rupert is to send this information to Lenape.

AGENCY REPORTS – The following agencies / staff provided agency reports: G Smith DG/LVR, J Schaub ACT/NM Tech, J Zeyzus Watershed Specialist, and SDC NRCS Dennis DiOrio. SCD NRCS Dennis DiOrio distributed materials regarding the Conservation Technical Assistance Program (CTA) and the significance of the program.

Cooperator Agreements – None

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

	<u>Name</u>	<u>Twp.</u>	<u>Rev.</u> <u>By</u>	<u>Status</u>
5/22/2017	Kiski Twp VFD / PAC030007	Kiskiminetas	CW	A
5/4/2017	TP 7625 Row Remediation	Redbank	CW	A
5/4/2017	TP 371 Minor Mod / ESG0000515003(1)	Various	CW	A
6/2/2017	Capital Telecom - Cell Tower - E&S	Rayburn	DRR	A
6/9/2017	JV 363 Waste Area	Kiski	DRR	A
6/5/2017	Furhman Timber Harvest	S Buffalo	DRR	A
6/20/2017	Sanitary Sewer / Water Relocation	Manor	DRR	A
6/20/2017	Capital Telecom - Cell Tower - SWM	Rayburn	DRR	A

The E&S plans were presented for review and approval by the Board. Andrew Kimmel moved, Dennis Hawley seconded the approval of the E&S plans as their status indicates. Motion carried.

NUTRIENT MANAGEMENT PLANS - None

PUBLIC COMMENT PERIOD

The Crooked Creek ELC is looking for sponsors for the "Young Naturalist Adventure Camp" for ages 8 to 12. This year's camp will be held from July 10 thru the 14th at the ELC. Michelle Hickman moved, seconded by Andrew Kimmel to be a sponsor at the "Steward" level of \$100. Motion carried. Dennis Hawley abstained.

At 7:54 pm, Chairman Spurgeon Shilling, hearing no objections from the Board declared the meeting adjourned.

The next scheduled Board meeting is scheduled for Wednesday, July 19, 2017 at 7:00 pm at the Armsdale Administration Building, Conference Room #103.

An Executive Session to interview candidates for the E&S position will be held from 5:00 pm until 7:00pm.

Respectively,

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