



Armstrong Conservation District

Armsdale Administration Building
124 Armsdale Road • Suite B-2
Kittanning, PA 16201-3738
Phone: 724-548-3425
Fax: 724-545-3699
E-mail: conservation@co.armstrong.pa.us

MARCH 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, March 15, 2017.

Vice Chairman Andrew Kimmel called the meeting to order at 9:00 am. Directors present: Commissioner Jason Renshaw, DeJay Claypoole, and Jerry Longwell; Dave Rupert, District Manager; Cindy Vranka, Office Manager; Jessica Schaub NM/ACT and Ed Huston, FSA CED.

Public Comment on Agenda Items – None

Jerry Longwell moved, seconded by DeJay Claypoole to approve the minutes of February 15, 2017 as presented. Motion carried.

The Treasurer reported a balance of \$262,314.56. DeJay Claypoole moved, seconded by Jerry Longwell to approve the Treasurer's Report as presented subject to audit. Motion carried.

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

OLD BUSINESS

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

2017 Annual Combined Banquet Update – District Manager Dave Rupert and Ed Huston FSA CED reported on the event. A suggestion was made to have more servers to speed up the meal line and have an alternative entrée other than chicken. A financial report was submitted and will be filed.

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.

Bereavement Policy – Jerry Longwell moved, seconded by DeJay Claypoole to approve the following guideline for individuals that pass away while employed or serving in a position on the Armstrong

Conservation District. The money will be paid to a charitable organization designated by the individual or their estate. The sum of \$200 will be allotted for a current employee, current Director, or current Associate Director. Motion carried.

SCC Meeting Report – The regularly scheduled March 14th meeting of the State Conservation Commission was rescheduled due to snow. The next regularly scheduled meeting of the Commission will be April 11th at the Farm Show Complex in the Commonwealth Room, PA Dept of Ag in Harrisburg.

PACD SW Region Meeting – District Manager Dave Rupert will be attending. No controversial issues to discuss. A proposed PACD Bylaws Amendment which would allow an Associate Director to serve as PACD Regional Director. The PACD/SCC Joint Annual Conference will be in Harrisburg, at the Red Lion Hotel Harrisburg Hershey, July 12th and 13th.

Strategic Planning Discussions – A planning session is scheduled for Wednesday, March 29th 10 am – 2 pm in the first floor conference room to discuss the draft committee reports. Committee reports may be reviewed at the April Board meeting, May to discuss and June to adopt the plan.

NEW BUSINESS

2017/2018 Watershed Specialist Agreement – This 17-month agreement covers grant period February 1, 2017 thru June 30, 2018. Jerry Longwell moved, seconded by DeJay Claypoole to commit to this 17-month agreement. Motion carried. Mandatory requirements to attend/participate in at least two training events. One or more focus efforts on degradation on one or two priority watersheds.

Accepting Credit Card Payments – The Board of Directors has recommended that the District not accept credits cards at this time. This item can be revisited at a later time if the board desires to do so.

Contract with WPC / Carnahan Run Restoration Project – Jerry Longwell moved, seconded by DeJay Claypoole to enter into this agreement with the Western Pennsylvania Conservancy to perform work based on "Exhibit A" Scope of Work on the Carnahan Run Stream Improvement Project in association with a Growing Greener Grant. Motion carried.

OTHER BUSINESS - None

CORRESPONDENCE – DG/LVR ESM training Wednesday, April 5, 2017 to Thursday, April 6, 2017 had a change of venue from the Rustic Lodge, Indiana to the Kovalchick Convention and Athletic Complex, Indiana. Jerry Longwell and Sprugeon Shilling will be attending to maintain their certification.

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.

The following **Cooperator Agreements** request for assistance was submitted to the District Board for approval/disapproval/cancellation.

H Robert Ross	110 acres	Manure Management	Kiski Township
Michael Filippini	150 acres	Manure Management	Kiski Township
William J Hooks	53 acres	CREP	Cowanshannock Township
Johnathan Minter	95.5 acres	CREP/Soil Health	West Franklin Township
Jerry Toy	44 acres	Soil Health	West Franklin Township
Tom Passarelli	91 acres	Soil Health	Washington Twp (Clarion County)
Barry D Beal	90 acres	Soil Health	Manor Township

Jerry Longwell moved, seconded by Jerry Longwell to approve the above agreements as presented. Motion carried.

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

Date	Project Name	Twp	Rev	Status
2/15/17	Elderton Dollar General-Rev	Elderton Boro	CW	A
2/28/17	First Church of God Waste Site	Manor	CW	A
3/1/17	Dave Bitteringer Waste Area	Wayne	CW	D
3/1/17	Involta Waste Site	S. Buffalo	CW	A
3/3/17	ECMS 3934 Bridge Waste Area	Parks	CW	A
3/3/17	SR 422, Sec 19A, Kittanning Elementary Iner.	Kittanning	CW	A
3/3/17	Northpointe Entrance-NOT	S. Buffalo	CW	A
3/7/17	Stiller Waste Site	Manor/Kitt.	CW	A

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

NUTRIENT MANAGEMENT PLANS - None

PUBLIC COMMENT PERIOD - None

The District Board recessed into Executive Session at 10:10 am. At 10:48 am, the Board returned from the Executive Session. Jerry Longwell moved and DeJay Claypoole seconded a motion to pay for the Watershed Specialist's (Julies Zeyzus) requested training at Stream Mechanics Restoring Stream Ecosystems on how to use the *Natural Channel Design Review Checklist*, June 14 – 16th, 2017 tentatively in Anchorage, Alaska. The Board agreed to pay the registration fee (\$1,400) as well as her salary while she is in transit and in class as long as the Watershed Specialist pays for her own airfare, accommodations, meals, and any other unforeseen charges. Motion carried

Jerry Longwell moved and Commissioner Renshaw seconded to have the Office Manager have full access to perform on line banking transfers between all accounts at Elderton State Bank. Motion carried.

At 10:49 am, Vice Chairman Kimmel, hearing no objections from the Board declared the meeting adjourned.

The next scheduled Board meeting is scheduled for Wednesday, April 19, 2017 at 9:00 am at the Armsdale Administration Building.

Respectively,

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