



Armstrong Conservation District

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MAY 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, May 17, 2017.

Chairman Spurgeon Shilling called the meeting to order at 7:00 pm. Directors present: Andrew Kimmel, Jerry Longwell, Michelle Hickman, and Dennis Hawley; Associate Director Ben Kimmel; Dave Rupert, District Manager; Cindy Vranka, Office Manager, and SDC NRCS Dennis DiOrio.

Public Comment on Agenda Items – None

Dennis Hawley moved, seconded by Andrew Kimmel to approve the minutes of April 19, 2017 as presented. Motion carried.

The Treasurer reported a balance of \$256,471.51. Andrew Kimmel moved, seconded by Dennis Hawley to approve the Treasurer's Report as presented subject to audit. Motion carried.

Needed Supplies / Outstanding Bills – None

OLD BUSINESS

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.

Potential Landowner Reclamation Project – District Manager Dave Rupert reported on the May 10th DEP meeting that took place at the Armstrong Conservation District discussing details and options for the proposed reclamation project. Landowner Jerry Kimmel has two options available to him for moving forward. Another meeting is scheduled for May 24th at 10 am. The Board will be provided with updates as the project progresses.

Strategic Planning – A draft Strategic Plan was distributed to Directors, Associate Directors, etc. for comments and review for the May Board meeting. Two comments were discussed concerning litter, PA Clean Ways and the future of ACART at the District. The District will approach the County Commissioners concerning the future of ACART to possibly pass it on to 911. The District will need to

adopt the final strategic plan at the June meeting. Everyone is encouraged to read and comment on any items of concerns for the future of the Conservation District.

NEW BUSINESS

Resignation of Casandra Wagner – The Armstrong Conservation District has received and accepted the resignation of Resource Conservationist – E&S Tech Casandra Wagner effective Friday, May 12, 2017. Employee exit Interview was completed and filed. Advertising will begin immediately, preliminary interviews will be June 27th / 28th, top three candidates interviewed will be forwarded to the Board for final interviews at the July meeting with a hopeful starting date of August.

OTHER BUSINESS

MED Truck and Trailer Update – The 2017 3500 GMC Sierra Truck is having a CNG conversion done by Rich Lias certified tech in Rural Valley. Proposed completion Tuesday, May 23rd. MED trailer will be transported June 5th to the Carnegie Science Center to have components installed. Installation will be completed by the end of July. Carnegie Science center will design a conceptual body wrap for the truck and MED trailer then forward to Scott Kelly, Express Print Graphics, Sarver for application to the truck and MED trailer. Denny Hawley moved and Michelle Hickman seconded that the District enter into an agreement and activate a CNG fuel account for the MED truck with Snyder Brothers Inc. Motion carried. Snyder Brothers will bill the District on a monthly basis.

PA Grassland Evaluation Contest – Michelle Hickman moved, seconded by Andrew Kimmel to offer three (3) \$200 sponsorships to cover travel expenses for Armstrong County teams. Motion carried. SW PA Project Grass sponsors the annual PA Grassland Evaluation Contest at Penn State's Ag Progress Days Site on October 12, 2017.

CORRESPONDENCE

- ✓ **DRAFT Cooperator Agreement / District Request for Assistance Form** – A DRAFT new form has been revised and designed to replace the outdated (1/1976) form from years ago. Please review for content, additions and deletion of information.
- ✓ **DGLVR FY 17 – 18 Allocations** – The Armstrong Conservation District has received a slight increase in DG and LVR funding for this contract year.

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 SDC NRCS Dennis DiOrio.

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

Georgann Kovacovsky	228 acres	Sheep	Mahoning Township
Brian Kimmel	175 acres	Beef	Plumcreek Township

Andrew Kimmel moved, seconded by DeJay Claypoole 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
4/19/17	JV #368, SR 3017 Section P50 over SR 0422	East Franklin	CW	A
4/26/17	Sloan Hill Area Waterline Construction (Ind.)	Rayburn Twp	CW	A-E&S
4/28/17	422 Fill Site	Kittanning	CW	A

5/3/17	Armstrong County Jail Service Line Relocation	Kittanning	CW	A
5/4/17	Armstrong School District Stadium-Minor Mod	Manor Twp	CW	A

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

NUTRIENT MANAGEMENT PLANS - None

PUBLIC COMMENT PERIOD

Jerry Longwell moved with Michelle Hickman seconding that the District do sufficient advertising the MED kickoff tentatively scheduled for August 17th at 1:30pm at the Dayton Fair.

The Board convened to an executive session at 7:32 pm to discuss personnel items.

At 7:51 the Board returned from their executive session for personnel items. The Board agreed to advertise the E&S position until at least June 16th and to conduct preliminary interviews the week of June 26-30. Final interviews will be conducted by the Board on July 19 from 5:30pm until 7pm.

At 7:52 pm, Chairman Spurgeon Shilling, hearing no objections from the Board declared the meeting adjourned.

The next scheduled Board meeting is scheduled for Wednesday, June 21, 2017 at 7:00 pm at the Armsdale Administration Building, Conference Room #103.

Respectively,

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