ARMSTRONG CONSERVATION DISTRICT

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September 29, 2021 Minutes

Present: Those present in person were: Board members- Andrew Kimmel, Michelle Hickman, De Jay Claypoole, Spurgeon Shilling, Denny Hawley; Associate Director- Mike Daquilante; and Staff members Holly Laird, Kerri Gray, Dave Rupert and Gregg Smith. Those participating by Zoom were- Denny DiOrio from the NRCS office, John Green from DEP and Brian Subich from Congressman Thompson's office.

Call to Order: the meeting was called to order by Chairman Andrew Kimmel at 7:10 pm.

Public Comment on Agenda Items: None

Minutes: Denny Hawley moved with Michelle Hickman seconding the approval of the minutes of the August 18, 2021 meeting as presented. Motion carried.

Treasurer's Report: Dennis Hawley moved with Spurgeon Shilling seconding the approval of the Treasurer's report as presented and it be filed for audit. Motion carried.

Approval of Needed Supplies/Outstanding Bills: Denny Hawley moved with Spurgeon Shilling seconding the approval of needed supplies/outstanding bills as presented. Motion carried.

Old Business:

a. Armsdale Update- Dave Rupert provided the Board with an update on the Armsdale project. Dave Rupert and Holly Laird are working with Orphan's of the Storm to move forward on the progress of the building. Dave Rupert has contacted Brent Young to start the internal plan design. As long as we have funding, progress on the project should begin in 2022.
b. 2022 Budget Adoption - Dennis Hawley asked what our finished budget was in 2021 and Dave Rupert commented that we ended the year with projected funds reduced due to not getting projects completed due to COVID last year. Jessica will ask for a one year extension for the Brian Kimmel and Paul Stubrich Growing Greener Grants and that all three producers have backed out of the Garrett's Run Project. Denny DiOrio will be in contact with Jessica Schaub regarding these projects. Spurgeon Shilling moved with DeJay Claypoole seconding the approval of the 2022 draft budget. Motion carried.
c. 2022 Annual Action Plan Draft - The draft 2022 action plan was provided for the Board to review. The Board will review and take action on this plan at the October 20, 2021 meeting.

New Business:

a. Resource Conservationist – E&S hire - Spurgeon Shilling moved, seconded by Dennis Hawley that Kodie Rearick be hired as Resource Conservationist – E&S salary and benefits to be as discussed in executive session.
b. 2022 PMRS Minimum Obligation Memo - Spurgeon Shilling moved, seconded by Michelle Hickman that the 2022 PMRS Minimum Obligation Memo be accepted. Motion carried.
c. 2021/2022 QAB-DGLVR Recommendations- QAB information and recommendations were provided in the packet for the board to review. Gregg Smith went over the proposed funding allocations with

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the board. Michelle Hickman moved to approve the recommendations of the QAB with Dennis Hawley seconding the motion. Motion carried.

d. Farmland Preservation Budget for 2022: Dennis Hawley made a motion, seconded by Michelle Hickman to approve the 2022 Farmland Preservation Budget and memorandum of understanding as presented. Motion carried.
e. Final employment recommendation for Office Manager: Michelle Hickman moved, seconded by Spurgeon Shilling to grant Kerri Gray permanent employment status with a salary adjustment as discussed in the executive session as the Office Manager and to revise the on-line banking/bill paying procedures as presented. The district manager will draft a memo to Elderton State Bank outlining the signature policy of the district. Motion carried.
f. 2021 Fall Tour Update: Holly Laird discussed the tour schedule and agenda for the tour.

Other Business: There was no other business to be brought before the Board of Directors at this time.

Correspondence: John Green discussed Director Nomination status and strategic planning grants. Watershed Specialist meeting was held October 5-7, 2021 and the PACD meeting in Jefferson County will be held September 30, 2021. Also the Nutrient Management Plan delegation agreement output measures has been revised.

Agency Reports: All staff and agency reports were emailed out to the Board of Directors. Denny DiOrio discussed the RCPP Grant obligations and the RCPP project has already generated five contracts. John Bohonak is retiring from NRCS on Friday, October 1, 2021.

Cooperator Agreements: None

E&S Control Plans: The E&S plans were emailed out to the Board of Directors. There were no questions about the plans. Michelle Hickman moved with Spurgeon Shilling seconding the approval of the plans as their status indicates. Motion carried.

NM Plan reviews: There were no nutrient management plans for review.

Public Comment Period: Holly Laird discussed plans for the December Christmas Dinner Meeting, the Spring Awards Banquet, the Legislative Breakfast and current committee openings in PACD.

Next Meeting: The chairman announced that the next meeting of the Board of Directors will be held at 7pm on October 20, 2021 in the Conference room of 120 South Grant Avenue.

Adjournment: Hearing no further business to come before the Board, the Chairman declared the meeting to be adjourned at 7:52pm. Spurgeon Shilling moved with De Jay Claypoole seconding. Motion carried.

Respectfully Submitted,

Kerri L Gray

Kerri Gray

Office Manager