
APRIL 2021 MINUTES

The meeting was called to order by Chairman Andrew Kimmel at 7 pm at 124 Armsdale Road in Kittanning. The Board met in Executive Session to discuss personnel from 6 - 7pm at this location.

The following individuals were present for the meeting: Directors, Andrew Kimmel, Spurgeon Shilling, Jerry Longwell, Dennis Hawley, Michelle Hickman, and DeJay Claypoole. Associate Directors, Patricia Gerheim, John Linkes, and Mike Daquilante. NRCS Supervisory District Conservationist Dennis DiOrio and District Manager Dave Rupert.

Public Comment on Agenda items- None

The March 17 minutes were distributed to the Board. Jerry Longwell moved and Spurgeon Shilling seconded the approval of the Minutes as circulated. Motion carried.

Spurgeon Shilling moved with Michelle Hickman seconding the approval of the Treasurer's Report as presented subject to the audit. Motion carried. There were no Needed Supplies or Outstanding Bills presented for approval.

Old Business

- 2021 Tree sale and awards committee reports - Dave Rupert provided the Board with a report on the 2021 Tree and Seedling sale and the status of the online awards for this year.
- State Ethics Commission Statement of Financial Interests – The Chairman reminded the Board members and staff of their obligation to file the reports as distributed.
- Armsdale Update and ICCD Building Tour - Dave Rupert provided the Board and those present with an update of the grant application that have been filed to date and the Board members discussed their tour of the ICCD building as well as an offer from the Washington Conservation District to tour their building for ideas. For those interested, a tour of the Washington CD offices has been arranged for June 8, 2021 at 10:30 am. Those interested in attending should contact the District Manager for reservations.
- RCAP Application - Dave Rupert provided the Board with an update on the status of the RCAP application that was submitted on March 31, 2021.

New Business

- Office Manager Interviews - Staff will conduct preliminary interviews with candidates for the position on April 27, 2021. The ACD Board of Directors will convene a special Board meeting on May 04, 2021 at 6 pm for the purpose of conducting final interviews and the possibility of making an employment offer to a candidate.
- Watershed Specialist Agreement Renewal - Jerry Longwell moved with Spurgeon Shilling seconding the renewal of the Watershed Specialist grant application for the upcoming fiscal year. Motion carried.
- AmeriCorps Application for 2021/2022 - Dennis Hawley moved with De Jay Claypoole seconding the sponsoring of one AmeriCorps for the upcoming year. Jake Kennedy will serve as a summer intern and then as a full time intern for the upcoming year. Motion carried.
- Personnel Policy Manual Revisions - Spurgeon Shilling moved with De Jay Claypoole seconding the approval and printing of the updated Personnel Policy Manual. Copies will be provided to all staff members and the District Manager will meet with staff to review the most current manual. Motion carried.

Other Business

- The Board discussed hiring of an alternate MED delivery driver. Michelle Hickman moved with Dennis Hawley seconding the hiring of Mr. Don Stewart as the alternate MED delivery driver at a rate of \$16 / hour. Motion carried.
- The Board discussed several proposed Growing Greener grant application to be submitted by staff in the next open round which begins on April 22, 2021. Spurgeon Shilling moved with DeJay Claypoole seconding the submission of the following grant applications on these proposed projects: Crooked Creek at Idaho bank stabilization, Brady's Bend Township Bank stabilization along Sugar Creek, Cowanshannock Creek Bank Stabilization at Greendale (Kaplun Property), Justin Yeany AG BMP, and Rich Shirey AG BMP. Motion Carried. Andrew Kimmel abstained from voting since a portion of the proposed Idaho project is located on property owned by himself.

Agency Reports

There were no additions to the agency reports submitted. John Linkes commented that the Roaring Run Watershed Association stocked trout in portions of Roaring Run

Cooperator Agreements None

E&S Control Plan Reviews Denny Hawley moved with Jerry Longwell seconding the approval of E&S plans as their status is indicated on the E&S report. Motion carried. Spurgeon Shilling abstained from voting since one of the E&S plans is located on property that he owns.

<u>Date</u>	<u>Name</u>	<u>Twp</u>	<u>Comments</u>	<u>Rev By</u>	<u>Status</u>
3/11/2021	Tub Mill Run Sewage Pump Station Replacement	Manor	21-ES-3	HL	Approved
3/15/2021	Poverty Hill Culvert	Rayburn	21-ES-4	HL	Pending
3/23/2021	Mahoning Waterline Fill Site	Mahoning	21-ES-5	HL	Pending
3/23/2021	McKean Street Housing Mahoning Twp Water System Improvement Project	Kittanning Boro	PAC030036	HL	Pending
3/31/2021	PennDOT Maintenance Facility	Mahoning	PAC030012, A- 1	HL	Pending
4/5/2021	Scott Harkleroad Waste Site	Manor	PAC030037	HL	Pending
4/8/2021		Cowanshannock	21-ES-6	HL	Pending

Nutrient Management Plans None

Public Comment Period None

Next Regular Meeting May 19, 2021 at 7 pm

Next Special Meeting May 04, 2021 at 6 pm

Adjournment Hearing no further business to come before the Board of Directors, Chairman Andrew Kimmel declared the meeting adjourned at 7:31 pm

Respectfully Submitted,

Dave Rupert
District Manager