
February 2021 MINUTES

The meeting was called to order by Chairman Andrew Kimmel at 7:00 PM.

The following individuals participated by ZOOM: Directors, Jerry Longwell, Michelle Hickman, and Dennis Hawley; Office Manager Cindy Vranka, Associate Director Rocco Ali, DC NRCS Dennis DiOrio, DEP CDFR John Green, and Guest Patricia Gerheim. In person: District Manager Dave Rupert and Board Chairman Andrew Kimmel.

PUBLIC COMMENT on AGENDA ITEMS - None

The January minutes were distributed to the Board. Jerry Longwell moved, seconded by Dennis Hawley to approve the minutes of January 20th 2021 as presented. Motion carried.

Jerry Longwell moved, seconded by Michelle Hickman to approve the Treasurer's Report as presented subject to audit Motion carried. No Outstanding Bills / Needed Supplies.

OLD BUSINESS

- **2021 Tree Sale Update** – District Manager Dave Rupert reported on the status of the 2021 tree sale. Packing April 5 – 9th at Rayburn Township Municipal Building; drive thru pick up distribution date April 10th.
- **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 for persons that hold a public position as well as the year following termination of service. Forms for calendar year 2020 are due to be filed by May 1, 2021. This item will remain as an agenda item until May 1, 2021.
- **Awards Committee Reports / Selections** – Forestry: Stacey Klukan Ford City Shade Tree Commission; Industrialist: NuMine Pipe Supply; Conservation Farmer of the Year: Campbell Run Farms; Watershed Individual: Sarah Koenig Audubon Society of WPA Conservation Director. A short video award presentation by committee chairman / board member to recipients to be posted on social media and district web page. Jerry Longwell moved, seconded by Michelle Hickman to accept award nominees as presented. Motion carried.
- **Armsdale Updates** – District Manager Dave Rupert reviewed the written update on the Armsdale project. Car pool to tour Indiana CD new building Wednesday, April 14th from 6 – 7 pm. Possibly adjourn to an Executive Session for personnel in Indiana. The District April 21st meeting (in person) at Armsdale move the time to 6 pm. Mowing bids Beers Lawn Care (Kittanning) \$100, Emminger Enterprises Lawncare & Landscape \$165, Shilling's Lawncare \$250; Progressive Workshop \$250. Jerry Longwell moved, seconded by Michelle Hickman to contract with Beers Lawn Care. Motion carried.

- **2021 Associate Director Appointments** – Pat Gerheim Leechburg Rotary Club has volunteered to become an Associate Director. Jerry Longwell moved, seconded by Dennis Hawley to accept the 2021 associate director appointments as presented. Motion carried.

NEW BUSINESS

- **Proposed – Phase IV Reopening Plan for the District** – District Manager Dave Rupert reported on the reopening status of the District office. Staff is to return to in office status on Monday February 22, 2021 following the State COVID 19 mandated guidelines.
- **April Meeting and Change Location / Time** – April 21st 6 pm executive session 7 pm board meeting. Meeting to be held outdoors at the Armsdale property.
- **Conservation Calendar for 2022** – Dennis Hawley moved, seconded by Jerry Longwell to support the 2022 conservation calendar proposal. Motion carried. Proceeds will be used to support the environmental programs of the conservation district.

OTHER BUSINESS

- **AmeriCorps Member Kodie Rearick** has accept a position with Butler NRCS as a Soil Conservationist.
- **Personnel Policy and Procedures Manual** – The Employee Personnel and Policy Guideline Manual has been reviewed for content and revisions. Secretary / Treasurer Jerry Longwell requested that a copy be e-mail to him for review.

CORRESPONDENCE - None

AGENCY REPORTS – Denny DiOrio gave an update on behalf of NRCS. The following agencies / staff provided agency reports: John Greene DEP, Holly Laird E&S Tech, Maria Sorce Watershed Tech, Jessica Schaub NM ACT, Gregg Smith DGLVR Tech, and Kodie Rearick AmeriCorps Member.

COOPERATOR AGREEMENT – None

EROSION AND SEDIMENT CONTROL PLANS The following were presented to the District Board for approval / disapproval.

<u>Date</u>	<u>Name</u>	<u>Twp</u>	<u>Comments</u>	<u>Rev By</u>	<u>Status</u>
1/19/2021	Lemmon Hollow Road Bridge Water Line Relocation	E. Franklin	21-ES-1	HL	Approved
1/20/2021	Columbia Line 134	Perry	Notice of Termination	HL	Pending (snow coverage)

2/8/2021	Evergreen Outfitters	Cowanshannock	PAC030035 Renewal	HL	Pending
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The above E&S plans were presented for review and approved by the Board. Dennis Hawley moved, seconded by Michelle Hickman to approve the E&S plans as its status indicates. Motion carried.

NUTRIENT MANAGEMENT PLANS – None

PUBLIC COMMENT PERIOD – PACD awarded the Armstrong Conservation District a certificate of achievement in recognition of Outstanding Achievement on P”A Clean Water Academy.

The meeting was adjourned at 7:42 pm.

The next scheduled monthly meeting of the Armstrong Conservation District is Wednesday March 17th, 2021 at 7 pm at the Armsdale location.

Respectfully submitted,

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