
JANUARY 2022 MINUTES

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

The following individuals participated by ZOOM: Directors Jerry Longwell; Associate Director Patricia Gerheim; Armsdale Building Coordinator Dave Rupert; NRCS DC Dennis DiOrio; DEP Field Rep John Green; GT Thompson Field Rep Brian Subich. In person: Directors Andrew Kimmel, Dennis Hawley, Michelle Hickman, and DeJay Claypoole; District Manager Holly Laird and Associate Directors John Linkes and Rocco Ali.

PUBLIC COMMENT on AGENDA ITEMS – The Board discussed sunshine notice requirements and the Armstrong Conservation District remains in compliance with the sunshine notice by posting meeting times in the Leader Times at least 24 hours prior to meetings.

The Nominating Committee recommended the following slate of officers for FY 2022 – Chairman – Andrew Kimmel; Vice-Chairman – Spurgeon Shilling; Secretary/Treasurer – Jerry Longwell. DeJay Claypoole moved to close the nominations and to appoint 2022 slate as recommended by the committee, seconded by Michelle Hickman. Motion carried.

The December minutes were mailed / e-mailed to the Board. Michelle Hickman made the motion to accept the minutes as presented, DeJay Claypoole seconded. Motion was carried.

The Treasurer's Report was presented to the Board. Michelle Hickman moved seconded by Dennis Hawley that the treasurer's report be filed for audit and pay the OS bill. Motion carried.

OLD BUSINESS

- **Appointment of Assistant Secretary and Assistant Treasurer** – DeJay Claypoole moved, seconded by Dennis Hawley to appoint Holly Laird as Recording Secretary, Jessica Schaub as Alternate Recording Secretary/Assistant Treasurer, Kodie Rearick as Alternate Assistant Treasurer and to approve the following individuals to be authorized signers with Elderton State Bank: Jerry Longwell as the Board Member Treasurer, Spurgeon Shilling as the Alternate Board Member Treasurer, Andrew Kimmel as Board Chairman, Jessica Schaub as Assistant Treasurer, and Kodie Rearick as Alternate Assistant Treasurer. Motion carried.
- **Selection of Financial Institution / Bank Accounts / Line of Credit** – Dennis Hawley moved, seconded by DeJay Claypoole to keep the bank accounts and LOC at Elderton State Bank and PA Invest accounts. Motion carried. Andrew Kimmel abstained. Andrew holds a position on the Board of Directors at Elderton State Bank.
- **Approval of Credit and Purchasing Cards** – Michelle Hickman moved, seconded by Dennis Hawley to approve the existing Master Card credit cards and fuel purchasing cards. (WEX and Snyder's) Motion carried.

- **Organizational Appointments / Committee Assignments** - Jerry Longwell moved, seconded by Dennis Hawley to keep the previous year's committee appointments. Motion carried.
- **Armsdale Project Updates** – Dave Rupert, Armsdale Building Coordinator provided a report on the status of Armsdale project. Dennis Hawley moved, seconded by Michelle Hickman to retain Beers Lawn Care, LLC for lawn maintenance at Armsdale and to select red oak, white oak, sugar maple, and red maple trees to line the future Armsdale Road. Motion carried.
- **Tree Sale Update** – Holly Laird, District Manager provided an update on the 2022 tree sale.
- **Office Manager Replacement Update** – This item was deferred until the close of the meeting.
- **2022 Legislative Breakfast** – Holly Laird, District Manager provided an update on the Legislative Breakfast to be held on February 11th, 2022 at the Belmont Complex.

NEW BUSINESS

- **Associate Director Appointments** – Jerry Longwell moved, seconded by DeJay Claypoole to approve the associate directors as presented. Motion carried. Persons expressing an interest to serve throughout the year will be welcomed.
- **State Ethics Forms – 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 2021 are due to be filed by May 1, 2022. This item will remain as an agenda item until May 1, 2022.
- **Growing Greener Grant Offers** – Michelle Hickman moved, seconded by Dennis Hawley to accept the awarded Growing Greener Grant “Mahoning-Redbank Creek Agricultural BMP Project” (\$294,061.00) Motion carried.
- **Award Banquet Picnic** – Outdoor alternatives to the annual Spring Awards Banquet were discussed.

OTHER BUSINESS – District Manager, Holly Laird provided an update on ACD's social media accounts.

CORRESPONDENCE – District Manager, Holly Laird reminded attendees of Dave Rupert's retirement party and provided an invitation to the Western PA Grazing Conference.

AGENCY REPORTS – Agency / staff activity reports were mailed / e-mailed to the Board.

COOPERATOR AGREEMENT

Virginia Lindsay	SW Management, surface water control assistance	5.9 Acres	S. BuffaloTwp.
George R. Traister Jr.	E&S Control, Streambank Stabilization, EQIP	3.78 Acres	N. Buffalo Twp.

Dennis Hawley moved, seconded by Michelle Hickman to approve the above cooperators agreement as presented. Motion carried.

EROSION and SEDIMENT CONTROL PLANS – Michelle Hickman moved with Jerry Longwell seconding the approval of the E&S plan as its status indicates. The motion was carried.

<u>11/30/2020</u>	<u>Margaret Road</u>	<u>Plumcreek</u>	<u>PAD030005</u>	<u>HL</u>	<u>In Progress</u>
<u>4/5/2021</u>	<u>PennDOT Maintenance Facility</u>	<u>Manor</u>	<u>PAC030037</u>	<u>HL</u>	<u>In Progress</u>
<u>11/29/2021</u>	<u>Kittanning East Self-Storage Site</u>	<u>Manor</u>	<u>PAC030043</u>	<u>KR</u>	<u>In Progress</u>
<u>12/6/2021</u>	<u>GOH State Route 422 Waste Site</u>	<u>Kittanning</u>	<u>NOT</u>	<u>KR</u>	<u>Denied</u>
<u>12/8/2021</u>	<u>Former PPG Solid Waste Disposal Area and Annex</u>	<u>North Buffalo</u>	<u>21-ES-14</u>	<u>KR</u>	<u>In Progress</u>
<u>12/14/2021</u>	<u>Silvis Hollow Slide Project</u>	<u>Manor</u>	<u>21-ES-15</u>	<u>KR</u>	<u>In Progress</u>

NUTRIENT MANAGEMENT PLANS – None

PUBLIC COMMENT PERIOD – Rocco Ali provided an update on a timber harvest operation that will occur on the property of the Apollo/Spring Church Sportsmen's Club.

Next Meeting - The chairman announced that the next meeting of the Board of Directors will be held on February 16th, 2022 at 120 S. Grant Avenue, Suite 5, Kittanning, PA 16201.

Executive Session – Final employment recommendation for Resource Conservationist – E&S and Office Manager Replacement Update – At 7:58 pm, Chairman Andrew Kimmel announced that the Board of Directors would go into an executive session for Personnel Matters. At 8:18 pm, The Board returned to the public meeting. Dennis Hawley moved, seconded by Michelle Hickman to enter into an agreement with Marsico Financial Group, LLC to provide payroll and accounting services for the organization. Motion carried. Michelle Hickman moved, seconded by Dennis Hawley to accept the recommendations of the Personnel Committee for the permanent employment of Kodie Rearick as the Resource Conservationist E&S. Motion carried.

Michelle Hickman moved, seconded by Jerry Longwell to adjourn at 8:20 PM.

Respectfully Submitted,

Holly A. Laird
District Manager
Armstrong Conservation District