
March 16, 2022 MINUTES

CALL TO ORDER - An executive session for personnel matters was held from 6:30 pm to 7:00 pm. The public meeting was called to order by Chairman Andrew Kimmel at 7:01 PM.

PRESENT - The following individuals participated by ZOOM: Associate Director Patricia Gerheim; In person: Directors Andrew Kimmel, Dennis Hawley, Michelle Hickman, DeJay Claypoole and Spurgeon Shilling; Associate Directors John Linkes, Rocco Ali and Mike Daquilante; District Manager Holly Laird; and Armsdale Building Coordinator Dave Rupert.

PUBLIC COMMENT on AGENDA ITEMS – None

MINUTES - The February minutes were distributed to the Board. Dennis Hawley made the motion to accept the minutes as presented, Michelle Hickman seconded. Motion carried.

TREASURER'S REPORT – The Treasurer's Report was presented to the Board. Spurgeon Shilling moved seconded by Michelle Hickman that the treasurer's report be filed for audit and pay the OS bill. Motion carried.

OLD BUSINESS

- **Tree Sale Update** – Holly Laird, District Manager provided an update on the 2022 tree sale.
- **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.
- **Awards Committee Reports/Selections** – Award Committees that have not made award recipient selections yet should meet to select their award winners in the next few weeks.
- **Armsdale Updates** – Dave Rupert, Armsdale Building Coordinator provided a report on the status of Armsdale project. Dennis Hawley made a motion, seconded by Michelle Hickman to continue using Beers Lawncare for lawn mowing services at Armsdale. Motion carried.

NEW BUSINESS

- **Draft Conservation Educator/Office Manager Job Description** – Dennis Hawley moved, seconded by Spurgeon Shilling to approve the Conservation Educator job description and salary recommendations as presented and to advertise the Conservation Educator position as discussed in Executive Session. Motion carried.
- **2022 County Envirothon** – The 2022 Armstrong County Envirothon will be held on April 27th at the Outdoor Discovery Center. John Linkes indicated that he plans to volunteer for the event. All directors and associate directors are welcome to volunteer at the Envirothon.

OTHER BUSINESS – None

CORRESPONDENCE – Holly Laird stated that PACD will hold their Northwest Regional Meeting on April 27th in Tionesta. Directors and Associate Directors are welcome to attend.

AGENCY REPORTS – Agency / staff activity reports were mailed / e-mailed to the Board. John Linkes provided an update regarding the Leechburg Canoe/Kayak launch.

COOPERATOR AGREEMENT – none

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

4/5/2021	PennDOT Maintenance Facility	Manor	PAC030037	HL	Issued
11/29/2021	Kittanning East Self-Storage Site	Manor	PAC030043	KR	In Progress
12/8/2021	Former PPG Solid Waste Disposal Area and Annex	North Buffalo	21-ES-14	KR	In Progress
1/13/2022	Mantini Chiropractic Parking Lot	Manor	22-ES-1	KR	In Progress
1/31/2022	Proposed Arby's	East Franklin	22-ES-2	KR	Issued
2/23/2022	S.R. 85 Rose Valley Water Line Extension	Cowanshannock	22-ES-3	KR	In Progress

NUTRIENT MANAGEMENT PLANS – None

PUBLIC COMMENT PERIOD – Rocco Ali provided an update on the timber harvesting operation being conducted by 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 April 20th, 2022 at 120 S. Grant Avenue, Suite 5, Kittanning, PA 16201 at 7:00 pm.

Spurgeon Shilling moved, seconded by Michelle Hickman to adjourn at 7:17 PM.

Respectfully Submitted,

Holly A. Laird
District Manager
Armstrong Conservation District