
October 19, 2022 MINUTES

CALL TO ORDER - The public meeting was called to order by Chairman Andrew Kimmel at 7:00 PM.

PRESENT - In person: Directors Andrew Kimmel, Dennis Hawley, DeJay Claypoole, Spurgeon Shilling, Mike Daquilante, and Michelle Hickman. Associate Director Rocco Ali, John Linkes, and Ben Kimmel; District Manager Holly Laird; AmeriCorps member Rachell Rottman, and Armsdale Building Coordinator Dave Rupert.

PUBLIC COMMENT on AGENDA ITEMS – Rachell Rottman, AmeriCorps Member, introduced herself to the Board. Holly Laird suggested moving the swearing in of the new director to replace Jerry Longwell to this point in the agenda, the Board consented to this move and the Chairman administered the oath of office to Mike Daquilante as a public director to serve out the remaining portion of Mr. Longwell's term.

MINUTES - The September minutes were distributed to the Board. Dennis Hawley made the motion to accept the minutes as presented, Spurgeon Shilling seconded. Motion carried.

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

OLD BUSINESS

- **Armsdale Discussion and Action Items** – Dave Rupert provided an update regarding the Armsdale Building. Dave stated that the County would be putting the Armsdale project out for bid using the RACP bid solicitation requirements. The project will be put out for bid on November 3rd, a mandatory pre-bid meeting will be held on November 14th, and bids will be opened at the Commissioner's public meeting on December 1st.
- **Fall Tour Update** – Holly Laird provided an update on the Fall Tour that was held on September 30. Twenty-four people attended the event including Representative Abby Major, Jeremy Dias of Senator Joe Pittman's office, Brian Subich of Congressman GT Thompson's office, and several Board members.
- **Awards Banquet Update** – Holly Laird provided an update about the Annual Awards Banquet held on October 6th. Eighty-four people attended the event.
- **Agricultural Conservation Assistance Program (ACAP) Update** – Holly Laird provided an update on ACAP. Michelle Hickman moved, seconded by DeJay Claypoole to enter into a delegation agreement with the SCC to have ACD administer the program in Armstrong County. Motion carried.
- **Secretary/Treasurer Discussion** – The Board discussed filling the Secretary/Treasurer position.

NEW BUSINESS

- **Associate Director Resignation – Pat Gerheim** – Pat Gerheim submitted a letter of resignation to Holly Laird which was presented to the Board. Dennis Hawley moved, seconded by DeJay Claypoole to accept Pat's resignation. Motion carried.

- **2021 Audit Adoption** – Spurgeon Shilling moved, seconded by Michelle Hickman to adopt the 2021 Audit as presented. Motion carried.
- **2023 Budget Adoption**– Holly Laird presented the 2023 draft budget to the Board of Directors at the September meeting for review and comment. Spurgeon Shilling moved, seconded by Dennis Hawley to accept the 2023 Budget as presented. Motion carried.
- **2023 Draft Action Plan** – Holly Laird provided the draft 2023 Action Plan to the Board to review and comment on by early November. The Board may plan to accept the 2023 Action Plan at the November meeting.
- **Ameriflex Resolution** – Spurgeon Shilling moved, seconded by Michelle Hickman to pass the resolution for the pre-tax benefit cafeteria plan through Ameriflex. Motion carried.
- **ACD Remote Working Policy Adoption** – Dennis Hawley moved, seconded by Spurgeon Shilling to accept the ACD Remote Working Policy Adoption as presented. Motion carried. Michelle Hickman moved, seconded by Dennis Hawley to accept Brooke Emmond's request to utilize the Remote Working Policy. Motion carried.
- **Christmas Dinner Meeting** – Spurgeon Shilling moved, seconded by Mike Daquilante to move the December Public Meeting to December 14th at 5:30 pm and to change the location to Crystal's Café. Motion carried.

DISCUSSION/ANNOUNCEMENTS – Holly Laird announced that Maria Sorce is working on the 2023 Myrtle Calendar and that she is soliciting sponsorships for the calendar. Holly also announced that staff evaluations will be conducted on November 2 if any Board members would like to participate.

AGENCY REPORTS – Agency / staff activity reports were mailed / e-mailed to the Board. John Linkes stated that Roaring Run watershed association had worked with DEP to close six mine openings on the watershed organization's property, hosted a master naturalist class, and will be working with the Armstrong County Community Foundation to install a bike repair station along Roaring Run Trail. Duquesne University will be conducting an electro fishing study on Roaring Run while Conemaugh Valley Conservancy will be conducting a macroinvertebrate study. Rocco Ali provided an update on the Apollo-Spring Church Sportsmen's Club youth pheasant hunt stating that 21 kids participated. Rocco also informed the Board that the Apollo-Spring Church Sportsmen's Club had completed their timber-harvesting project and that Rocco was appointed to the PA Fish and Boat Commission's boating advisory board.

COOPERATOR AGREEMENT –

Cole Fiscus

- 5 acres of crops; 3 acres of pasture; 10 acres of woodland - 18 acres total
Sugar Creek Township

Spurgeon Shilling moved, seconded by Dennis Hawley to approve the cooperator agreements as presented. Motion carried.

EROSION and SEDIMENT CONTROL PLANS – Spurgeon Shilling moved, seconded by Mike Daquilante to approve the E&S plan as its status indicates. The motion carried.

Erosion and Sediment Plans October 2022 Meeting					
<u>Date</u>	<u>Name</u>	<u>Twp.</u>	<u>Comments:</u>	<u>Rev. By</u>	<u>Status</u>
8/12/2022	Kiskiminetas Township Firehall	Kiskiminetas	NOT	KR	In Progress
8/26/2022	7-Eleven Inc. Underground Storage Tank Replacement	West Kittanning	22-ES-9	KR	Approved
9/1/2022	Ricky V. Schrecongost Water Line Extension	Wayne/Dayton Boro	22-ES-10	KR	Approved
9/8/2022	Morgan Road Gas Line Replacement	Sugarcreek	ESG000322001-00	KR	In Progress
9/12/2022	Yatesboro Water Treatment Plant Sewer Line Connection	Cowanshannock	PAC030047	KR	In Progress
9/12/2022	GOH State Route 422 Waste Site	Kittanning	PAC030015	KR	Approved
9/29/2022	Johnston/Oak Ave (SR 1033) Waterline Replacement	Kittanning Borough	22-ES-11	KR	In Progress

NUTRIENT MANAGEMENT PLANS – Dennis Hawley moved, seconded by Michelle Hickman to approve the voluntary withdrawal of a nutrient management plan by Laura Sue Stewart. Motion carried.

PUBLIC COMMENT PERIOD – None

Next Meeting - The chairman announced that the next meeting of the Board of Directors will be held on November 16, 2022 at 120 S. Grant Avenue, Suite 5, Kittanning, PA 16201 at 7:00 pm. There will be an executive session from 6:00 to 7:00 pm for personnel matters.

The meeting was declared adjourned by Chairman Kimmel at 8:09 pm.

Respectfully Submitted,

*Holly A. Laird
District Manager
Armstrong Conservation District*