



February 21, 2024 Minutes

CALL TO ORDER: The public meeting was called to order by Chairman Andrew Kimmel at 7:01 pm.

PRESENT: Those present were: Directors Andrew Kimmel, Dennis Hawley, Michelle Hickman, and Spurgeon Shilling; Associate Directors Rocco Ali and Jay Hogg; Commissioner Anthony Shea, ACD District Manager Holly Laird; PFBC WCO Kyle Wirick; and ACD DGLVR Technician Gregg Smith.

PUBLIC COMMENT on AGENDA ITEMS: None

MINUTES: Dennis Hawley moved, with Michelle Hickman seconding the approval of the minutes of the January 17, 2024 meeting as presented. Motion carried.

TREASURER'S REPORT: Michelle Hickman moved with Denny Hawley seconding the approval of the Treasurer's report as presented, that the outstanding bills be paid, and that the treasurer's report be filed for audit. Motion carried. Holly Laird also discussed with the Board that the MED will have a new vinyl wrap on the passenger side which is part of the Special Projects fund.

OLD BUSINESS:

- a. **2024 Tree Sale Update** – Holly Laird provided an update for the 2024 Tree Sale stating that orders are due by 3/1 and cherry trees have sold out.
- b. **State Ethics Commission Statement of Financial Interest - Due by May 1** – 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 the calendar year 2023 are due to be filed by May 1, 2024. This item will remain as an agenda item until May 1, 2024.
- c. **Armsdale Update** – Holly Laird provided an update to the Board regarding the new office space. Spurgeon Shilling moved, seconded by Michelle Hickman to spend up to \$6,000 to get the Armsdale grounds seeded and mulched and to hire Stull's Cleaning for rug service at exterior doors. Motion carried. Holly Laird is to collect quotes for window blinds and present them at a future meeting.
- d. **Legislative Breakfast, March 22** – Holly Laird informed the Board that the annual Legislative Breakfast will be on March 22 at the Armsdale Center, an invitation was provided.
- e. **DGLVR Blower** – Holly Laird and Gregg Smith provided an update on the DGLVR Blower to the Board. As discussed at the January meeting, the Buffalo Turbine Blower is in need of significant repairs and is no longer operable. Spurgeon Shilling moved, seconded by Dennis Hawley to trade the blower to Rayburn Township in exchange for in-kind services needed at the Armsdale Center. ACD will keep the trailer that the blower is mounted on. Motion carried.

- f. **Agricultural Technician Position Update** – Holly Laird provided an update to the Board stating that interviews will be scheduled prior to the March Board meeting. Denny Hawley and Jay Hogg indicated that they wish to attend preliminary interviews.

NEW BUSINESS:

- a. **Cleaning Quotes** – Holly Laird presented three quotes for building cleaning services to the Board. Michelle Hickman moved, seconded by Denny Hawley to hire USA MC, LLC. Gregg Smith announced that he is a partial owner in this LLC and will declare this on his annual financial interest statement. Motion carried.
- b. **2024 Crops Day, March 20** – Holly Laird announced that the 2024 Crops Day event will be held on March 20 at the Worthington-West Franklin Firehall. If anyone is interested in attending, they should notify Holly Laird.
- c. **Armsdale Center Open House** – The Board discussed having an open house for the Armsdale Center. Holly Laird was directed to consult with Penn State Extension and plan to hold an event in June.
- d. **Annual Awards Banquet** – The Board discussed the annual awards banquet and would like to keep the same banquet format. Holly Laird was directed to consult with PSE, FSA, NRCS, and Farm Bureau about the banquet.

DISCUSSION/ANNOUNCEMENTS: None

CORRESPONDENCE:

AGENCY REPORTS: Agency/staff activity reports were mailed/emailed to the Board. Rocco Ali provided an update from the Armstrong County Sportsmen and Conservation League stating that their annual banquet will be held on April 20 at the Kittanning Township Firehall and will feature a speaker from the National Deer Association. PFBC WCO Kyle Wirick provided an update stating that trout season comes in on April 6 and that we are still currently under a cold water advisory.

COOPERATOR AGREEMENTS – The cooperator agreement was presented to the Board. Spurgeon Shilling moved, seconded by Denny Hawley to approve the agreement. Motion carried.

- Linda Humphreys/Debbie Swettenam (South Buffalo Township)
 - o 46 acres, interested in streambank stabilization

E&S CONTROL PLAN REVIEWS: The E&S control plans were presented to the Board. Michelle Hickman moved with Spurgeon Shilling seconding the approval of the plans as their status indicates. Motion carried.

Erosion and Sediment Plans February 2024 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
5/31/2023	Northpointe Village PRD	South Buffalo	PAD030006	KR	In Progress
8/1/2023	Family Dollar - NuMine	Cowanshannock	PAC030053	KR	In Progress
12/1/2023	TL-474 Culvert Replacement & Landslide Remediation Project	Kiskiminetas	23-ES-20	KR	Issued
1/2/2024	Allegheny River Association Boat Ramp Maintenance	Washington	24-ES-01	KR	Issued

NM PLAN REVIEWS: None

PUBLIC COMMENT PERIOD: PFBC WCO Kyle Wirick stated that Keystone Sportsmen's Club will be hosting another trash clean up around the lake on October 20. Holly Laird added that ACD is partnering with Armstrong Trails to host a trash pick-up on the Armstrong Trail on March 15 through Keep PA Beautiful.

NEXT MEETING: The Chairman announced that the next meeting of the Board of Directors will be held at 7:00 pm on March 20, 2024 at 124 Armsdale Road, Suite 1 Kittanning, PA 16201.

ADJOURNMENT: Hearing no further business to come before the board, Chairman Andrew Kimmel declared the meeting adjourned at 7:50 pm.

Respectfully Submitted,
Holly A. Laird
District Manager
Armstrong Conservation District