



March 20, 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, DeJay Claypoole, and Spurgeon Shilling; Associate Directors Rocco Ali, John Linkes, and Jay Hogg; ACD District Manager Holly Laird; DEP Field Rep. Susannah Harris (via Zoom)

PUBLIC COMMENT on AGENDA ITEMS: None

MINUTES: Dennis Hawley moved, with Spurgeon Shilling seconding the approval of the minutes of the February 17, 2024 meeting as presented. Motion carried.

TREASURER'S REPORT: Michelle Hickman moved with Spurgeon Shilling 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.

OLD BUSINESS:

- a. **Armsdale Update** – Holly Laird provided an update to the Board about Armsdale including the stone that was added out front for parking. Holly is also pursuing signage for the building and will provide proofs to the Board for approval. Holly provided a quote from Budget Blinds for window blinds to the Board. Denny Hawley moved, seconded by Michelle Hickman to proceed with the blinds. Motion carried.
 - a. **Building Committee** – Spurgeon Shilling moved, seconded by DeJay Claypoole to establish a Building Committee and to permit the committee to make decisions on behalf of the Board and expend up to \$4,000.00 for building related expenses. The committee will consist of Denny Hawley, Jay Hogg, and A. Gregg Smith. The Committee is to report to the Board on a monthly basis about any meetings and expenditures. Motion carried.
- b. **Armsdale Open House** – Holly Laird will organize an open house event in conjunction with Penn State Extension and will keep the Board informed on what date is suggested.
- c. **Annual Awards Banquet** – Holly Laird informed the Board that NRCS, FSA, PSE, and Farm Bureau met to discuss the banquet. The Banquet will be held on 10/25 at the Worthington West-Franklin Firehall.
- d. **State Ethics Commission Statement of Financial Interests - 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.

- e. **2024 Tree Sale Update** – Holly Laird provided an update to the Board about the tree sale. Pick-up day will be 4/13 at Lenape Tech.
- f. **Agricultural Technician Position** – Spurgeon Shilling moved, seconded by Denny Hawley to approve the recommendations of the personal committee to offer the Agricultural Technician Position to Emily Rahalla at a starting salary of \$38,000/year. Motion carried.

NEW BUSINESS:

- a. **Armstrong Conservancy, Inc.** – Holly Laird informed the Board the Armstrong Conservancy, Inc. received a grant from Colcom Foundation to do stewardship work and to hire an AmeriCorps member. Denny Hawley moved, seconded by Spurgeon Shilling to permit ACD to front costs associated with the Colcom Foundation grant and be reimbursed via check by Armstrong Conservancy, Inc. Motion carried. Spurgeon Shilling moved, seconded by Denny Hawley to split an AmeriCorps member between ACD and the Armstrong Conservancy, Inc. The AmeriCorps member will be housed in the ACD office. Motion carried.
- b. **2024 County Envirothon** – Holly Laird informed the Board that the Armstrong County Envirothon will be held on 4/24 at the Outdoor Discover Center. Board members were invited to volunteer at the event.
- c. **Staff Cell Phone Request** – Jennifer Jack – Michelle Hickman moved, seconded by Spurgeon Shilling to approve Jennifer Jack's cell phone reimbursement request. The request is attached to the minutes. Motion carried.

DISCUSSION/ANNOUNCEMENTS: Holly Laird provided an update to the Board regarding the award of \$594,000 through Senator Casey's office as Congressionally Directed Spending. Holly was directed to continue pursuing additional grants for an Education Center.

CORRESPONDENCE: None

AGENCY REPORTS: Agency/staff activity reports were mailed/emailed to the Board. Susannah Harris provided an update from DEP including: the Chief of Operations position was filled, trainings are being organized, and new technical guidance. Jay Hogg raised a question regarding the concrete crack at the front door of the Armsdale building, Holly was directed to follow-up with the building engineer about the crack.

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

- Brent Bowser (North Buffalo Township)
 - o 87 acres, cash grain and beef operation, interested in ACAP and EQIP for nutrient management plan and heavy use area
- Le-Ara Farms LLC (Lara Shields) (North Buffalo Township)
 - o 140 acres, dairy operation, interested in ACAP for grazing, E&S control, fencing, and watering system
- Justin Sheasley (Manor Township)
 - o 74 acres, beef operation, interested in ACAP and EQIP for grazing plan, barnyard manure runoff control, and stormwater management

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

Erosion and Sediment Plans March 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
3/5/2024	Armstrong Co. SR 2017 ECMS: 91794 Armstrong	Plumcreek	24-ES-02	KR	In Progress
3/5/2024	Armstrong Co. SR 2005 ECMS: 24136 Amelie Waste	South Bend	24-ES-03	KR	In Progress

NM PLAN REVIEWS: The following Nutrient Management Plans were presented to the Board for approval. Spurgeon Shilling moved, seconded by Denny Hawley to approve Kodie Rearick's recommendation to approve the NM Plan of Brent Fennell 409 acres of beef and crop farm in Burrell Township, Armstrong County. Motion carried.

PUBLIC COMMENT PERIOD:

NEXT MEETING: The Chairman announced that the next meeting of the Board of Directors will be held at 7:00 pm on April 17, 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 7:48 pm.

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