



## **Greene County Conservation District**

22 West High St. • Suite 204 • Waynesburg, PA 15370

Tel: 724-852-5278 • Fax: 724-852-5341

email: gccd@co.greene.pa.us

Web: www.co.greene.pa.us/gccd

### **GREENE COUNTY CONSERVATION DISTRICT REGULAR MEETING MINUTES JULY 18, 2023**

#### **CALL TO ORDER AND INTRODUCTION OF GUESTS**

Mr. James A. Cowell, Jr. called the meeting to order at 10:10 a.m. at Greene County Fairgrounds Building 10, 107 Fairgrounds Road, Waynesburg, PA.

Those in attendance were as follows:

#### **GREENE COUNTY CONSERVATION DISTRICT DIRECTORS**

James A. Cowell, Jr.-Chairman; Dan Bazzoli, Dave Shipman and Glodenna Halstead. Associate Directors: Dominick Barbetta, Lewis Crouse, George Scull, Rebecca Trigger, Becky Salosky, Doug Willis, Jim Willis, Kevin White, Matt Robison and Carol Adamson.

#### **STAFF**

Lisa Snider-District Director; Lindsay Kozlowski-District Office Manager; Tiffany Stewart-Watershed Specialist and Heather Yorke-Fiscal Officer.

#### **GUESTS AND COOPERATING AGENCIES**

Ryan Furrer - Regional District Rep Pennsylvania Department of Environmental Protection (PADEP); Russ Gibbs – DCNR PA Service Forester.

#### **PUBLIC COMMENTS**

There were no public comments.

#### **APPROVAL OF MINUTES**

*A motion was made by Dave Shipman to approve the June 20, 2023 minutes. Glodenna Halstead seconded. (Motion Passed)*

#### **TREASURER'S REPORT**

Ms. Yorke distributed an updated Treasurer's Report to the board before the start of the meeting and explained that she had written seven additional checks from the First Federal General Fund totaling \$6,791.08.

*A motion was made by Dan Bazzoli to approve the treasurer's report. Glodenna Halstead seconded. (Motion Passed)*

### **REQUEST OF ADDITIONAL AGENDA ITEM**

There was no request for additional agenda items.

### **CORRESPONDENCES AND UPCOMING EVENTS**

Ms. Kozlowski stated that a Thank you card had been received from the Archie Trader family.

### **STAFF REPORTS**

Written reports were included in the meeting packets.

**Lindsay Kozlowski** – Ms. Kozlowski stated that there are a couple of Dirt and Gravel Road projects under way – Jackson Township and Cumberland Township should be starting very soon.

**Zack Basinger** – Mr. Basinger was unable to attend meeting.

**Tiffany Stewart** – Ms. Stewart stated that Growing Greener contract for the Cree Farm has been signed, waiting to receive the final execution packet from the state which should be received this week. In addition, the other Growing Greener project at the Willis Farm is progressing quickly.

**Heather Yorko** – Ms. Yorko asked attendees to sign the sheet on the entry table and to complete the Updated 2023 Contact Information sheets so that mileage payments could be processed.

**Lisa Snider**- Ms. Snider state that Ms. Stewart is working hard and learning a lot about the Growing Greener Projects, both projects are going well.

Ms. Kozlowski is handling Dirt and Gravel Road; Ms. Snider and Ms. Kozlowski are going out on Friday with Waynesburg Borough to look at two Low Volume Road projects.

Ms. Snider has 80 percent of the GRACE visits done with over 40 applicants so far. Mr. Hobe has been doing farm visits with Ms. Snider and is compiling the numbers in a spreadsheet.

The Toyota Tacoma is in; however, it was incorrectly licensed, Jason Bowers is working to get that cleared up so that the District can start using the truck.

Ms. Snider has a long list of applications for the Ag Technician position, planning to set up interviews with the board for the first week in August.

Ms. Snider and Ms. Kozlowski had a good day at the Chamber of Commerce Luncheon last month with Conservation District and the Farm Bureau Agricultural lunch.

### **OLD BUSINESS**

#### **Penn's Corner Charitable Trust and Grigsby Site**

Ms. Snider received an email from DEP Watershed Manager, Jeff Parr, who is working with Indiana County to transfer the funds from Penn's Corner Charitable Trust to Clean Streams

Foundation. Ms. Snider followed up with an email reminding DEP of the need to revise the consent order that holds the district responsible to build the facility at the Grigsby Site.

### **ACAP Update**

Ms. Snider, Ms. Stewart and Ms. Yorko have worked to get all of the ACAP Application and resources up on the website two weeks ago. Currently there is an applicant in the process of gathering the required information to apply. After that, Ms. Snider, Eric Cromer and our new regional representative will conduct first ACAP farm visit; application should be submitted before the next board meeting for review.

The 2023 Summer Newsletter should be out in the next week or two. Staff is preparing to advertise the ACAP program.

### **Ag Complaint – Update**

Kovalcheck Road – looks a lot better, the grass is growing, and the sheep and cow numbers are way down. Ms. Snider has not heard from DEP regarding if the compliance letter has been sent to landowner.

Pettit Complaint – working on the Ag E&S plan with Washington County Conservation District. Ms. Snider received the grazing plan and will schedule meeting with the landowner to review so that it can be finished.

### **NEW BUSINESS**

**Request for Assistance**— Ms. Snider received a few requests for assistance too late to be added to this month's agenda, but they will be ready for review at next month's meeting.

**2022 Audit and Findings Presentation – Mahler Duessel via Zoom** – A draft of the 2022 Greene County Conservation District Audit was emailed to the Directors and Associate Director and hard copies of the final report were mailed with meeting packet to the Directors.

Mr. Hartzler discussed the Communication Letter, which states that no difficulties were encountered in performing the audit, no significant accounting estimates or financial statement disclosures in the financial statement were reported and all requested information was provided quickly by Ms. Snider and Ms. Yorko.

Ms. Strejcek discussed the Financial Statement and Management letter. The total assets of all funds are \$2,636,821 and total liabilities are \$140,167 with a net position of \$2,496,654. In the management letter, one issue was noted, which has been an ongoing issue for the Conservation District due to the staff size; the Fiscal Officer is responsible for the accounting, processing and mailing of invoices which is a concern of the auditors. Ms. Snider stated that the

board members are able to view the reconciled bank statements and canceled checks at every board meeting. . There were no findings issued for the 2022 Audit.

#### **Dirt and Gravel Low Volume Road QAQC**

Ms. Snider and Ms. Kozlowski had a meeting June 30 and there were very few changes requested after this year's review. The report was emailed to all board members before the June 20 meeting.

#### **Designation of ACT13 PUC UGWF Funds for Reporting Year 2022**

Ms. Snider stated that GCCD received \$70,277.81 for last year's reporting on the gas well activity in the county and she asked how the board would like to spend these funds; in the past, these funds have been used to offset GRACE program costs.

Mr. Scull mentioned the idea of purchasing a manure spreader that could be added to GCCD's equipment rentals. Mr. Cowell suggested that we look into that option when there are more board members in attendance and Ms. Snider stated that there are funds available in GCCD account for the purchase of a manure spreader if the board decides to purchase one after further discussion and research.

After discussions of options for use of these funds, it was decided to use the PUC UGWF Funds 2022 to offset costs related to 2023 GRACE Program.

***A motion was made by Dave Shipman to put the \$70,277.81 PUC UGWF funds for 2022 into the 2023 GRACE Program. Glodenna Halstead seconded. (Motion Passed)***

#### **2023-24 REAP Applications**

Ms. Snider emailed the guidelines and application to board members on July 6, 2023 for their review and sharing with anyone that they know that would be interested in this program.

#### **CONSERVATION DISTRICT OUTREACH**

Newsletter and Newspaper Advertisements as mentioned in ACAP Update.

Conservation District Staff will be at the Greene County Fair the week of August 7 thru August 12. Conservation staff will be working in the farm bureau stand at the fair on Monday for the kids' night at the fair.

#### **REPORTS FROM COOPERATING AGENCIES**

Russ Gibbs – DCNR PA Service Forester – Mr. Gibbs currently has six applicants for GRACE Forestry. Mr. Gibbs is requesting a deadline all forestry practices and planning completed by the end of July for the participating year starting in 2024.

***A motion was made by Dan Bazzoli that GRACE Forestry Applicants have their designated programs completed and turned in by July 31 of the participating year. Dave Shipman seconded. (Motion Passed)***

**Resignation of Secretary Bill Wentzel**

Ms. Snider announced that Mr. Wentzel was resigning from the Conservation District Board as Secretary/public director due to health reasons. Jeff Marshall was notified of Mr. Wentzel’s resignation so that the county could begin the process of finding a replacement. Mr. Wentzel was a public director, which means that his replacement cannot be a farmer, a retired farmer or the spouse of a farmer.

**EXECUTIVE SESSION**

Executive session not needed.

**NEXT REGULAR MEETING**

The next regular meeting will be July 18, 2023.


**ADJOURNMENT**

*A motion was made by Glodenna Halstead to adjourn the meeting at 11:17 a.m. Dave Shipman seconded. (Motion Passed)*

Respectfully submitted,



Heather Yorko  
Fiscal Officer

<b><u>MEETING MINUTES CERTIFICATION</u></b>	
We, the undersigned, agree that the minutes taken above were approved in their entirety by the Greene County Conservation District on <u>August 15</u> , 2023.	
	
Chairman, Greene County Conservation District	
Secretary, Greene County Conservation District	