



Greene County Conservation District

22 West High Street – Suite 204 – Waynesburg, PA 15370

Phone 724-852-5278 – Fax 724-852-5341

E-Mail: gccd@co.greene.pa.us -- Website: <http://www.co.greene.pa.us/gccd>

**GREENE COUNTY CONSERVATION DISTRICT
REORGANIZATIONAL AND REGULAR MEETING
MINUTES**

January 15, 2019

CALL TO ORDER AND INTRODUCTION OF GUESTS

Lisa Snider called the meeting to order at 10:00 a.m. at Greene County Conservation District Conference Room, 22 West High St., Waynesburg, PA. Those in attendance were as follows:

GREENE COUNTY CONSERVATION DISTRICT DIRECTORS AND ASSOCIATE DIRECTORS

Jim Cowell-Farmer Director; Commissioner Trader-Commissioner Representative; Tom Headlee-Public Director; Bill Wentzel-Public Director; Jim Jones-Farmer Director; Jerry Day-Associate Director; Greg Hopkins-Associate Director; and Gay Thistle-Associate Director.

STAFF

Lisa Snider-District Manager; Lindsay Kozlowski-Assistant Manager/Environmental Program Specialist; Zack Basinger-Environmental Program Specialist; Ben Schweiger-Conservation Technician; Sarah Hlatky-Conservation Technician; David Whitacre-Conservation Technician; and April Morris-Fiscal Officer.

GUESTS AND COOPERATING AGENCIES

Commissioner Zimmerman; Phil Evans-NRCS and Mike Hamilton-NRCS arrived at 10:20 a.m.; Chuck Kubasik-PA DEP; Joel Folman; Spencer Johnson; and Becky Salosky.

OATH OF OFFICE

Commissioner Zimmerman administered the Oath of Office to Jim Cowell and Commissioner Trader both appointed Directors of the Conservation District.

Jim Cowell-Farmer Director, term to expire on December 31, 2022.

Commissioner Trader-Commissioner Representative expires on December 31, 2019.

Ms. Snider noted Dave Shipman to be sworn in next month due to not being able to attend the January meeting.

REORGANIZATION AND ELECTION OF OFFICERS-CHAIRMAN, VICE CHAIRMAN, TREASURER, SECRETARY

Lisa noted a mistake made on the agenda regarding the listing of 2018 officers they were as follows:

1. Bradley Eisiminger-Chairman

2. Jim Cowell-Vice Chairman
3. Tom Headlee-Treasurer
4. Mike Belding-Secretary

The floor was opened for the election of officers. A motion was made by Commissioner Trader to nominate Jim Cowell as Chairman. Tom Headlee seconded. (Motion Passed)

A motion was made by Tom Headlee to nominate Commissioner Trader for Vice Chairman. Jim Jones seconded. (Motion Passed)

A motion was made by Commissioner Trader to nominate Tom Headlee for Treasurer. Jim Jones seconded. (Motion Passed)

A motion was made by Commissioner Trader to nominate Mike Belding for Secretary. Bill Wentzel seconded. (Motion Passed)

The 2019 officers are as follows:

- Jim Cowell-Chairman
- Commissioner Trader-Vice Chairman
- Tom Headlee-Treasurer
- Mike Belding-Secretary

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

A motion was made by Tom Headlee to approve the November 20 and December 12, 2018 Minutes. Commissioner Trader seconded. (Motion Passed)

TREASURER'S REPORT

A motion was made by Bill Wentzel to approve the treasurer's report. Commissioner Trader seconded. (Motion Passed)

CORRESPONDENCE AND UPCOMING EVENTS

State Ethics Forms

Ms. Snider noted the Ethics form must be completed no later than May 1, 2019 by all GCCD directors and turned in to the Conservation office.

State Conservation Commission Appointments

Letter from State Conservation Commission showing approval of James Cowell-Farmer Director and Commissioner Trader-Commissioner Representative.

Mileage Reimbursement Rate Change

Mileage reimbursements were approved by Jeff Marshall, Chief Clerk, effective January 1, 2019, mileage reimbursement rate changed to \$0.58 from \$0.545.

PACD Monthly Report

Ms. Snider included this in the packet for boards review and noted that at the end of the report are many important dates and upcoming meetings listed.

Soil Health Conference

The conference is February 1, 2019 in Latrobe, PA. Deadline to register is January 20, 2019. Participants should contact Ben, Sara, or David to register if interested. Ben, Sara, and David are attending the conference.

Fayette County and Westmoreland CD Workshops

Manure Management and AG E&S Plan writing workshops through Fayette County and Westmoreland County was included in packet for anyone interested.

Appalachian Grazing Conference

The update for this conference was included and will be held March 7-9, 2019 in Morgantown, WV. GCCD will pay the registration fee for any GCCD director who wants to attend. Please let the Conservation office know if interested so application and payment can be made.

Mr. Cowell noted that Laurel Rush is looking for volunteers for the Appalachian Grazing Conference. Mr. Cowell said he would like a staff member to go help with this conference.

PACD Workshop

An email was sent to directors regarding a workshop PACD is having regarding sexual harassment and other workplace issues. Anyone interested in attending can locate the information in the email. Workshops are scheduled for March 2019 in State College.

STAFF REPORTS

Written reports were included in the meeting packets.

Lindsay Kozlowski – Ms. Kozlowski is working on the Envirothon and has received some donations. Donations received are as follows: \$250 from Greene Team, \$100 from Bankson Engineers, \$100 from Mike Belding, \$250 from Dominion Energy, and \$1000 from Black Diamond. The regional permit coordination office, that she discussed at the November meeting, opened last week and they are handling the multi-county and multi-regional projects. She has been involved in conference calls with DEP's office about projects they are working on and it is supposed to help with the workload of issuing permits quicker. Due to this change there is a cut in the amount of permit fees collected by the office but hopefully helps the southwest region get permitting done in a timely manner. Armstrong and Indiana Counties are now in the northwest region which could help with the work load on the southwest region. There are still some issues with who should be handling what permits. Lindsay will keep everyone updated as this moves along.

Lisa commented that she has been obtaining information from Amy Hockenberry regarding permitting costs, timelines and issuances. Amy has been reaching out to all conservation districts in the Southwest region to gather information pertaining to permitting that will be presented to the Legislative committee in Harrisburg.

Zack Basinger – Mr. Basinger is working with interns to clean up files in the office. Along with record retention for DEP. He has been receiving some permits in but not the amount he is used to.

Ben Schweiger – Mr. Schweiger has spent a lot of time preparing to encumber the Milesky Farm for the Farmland Preservation program. Also, Ben has been working with Lindsay and Zach on reviewing E&S permits and learning more about how the permits are handled.

David Whitacre – Mr. Whitacre has been helping Ben with the Farmland Preservation (FLP) Applications. He was able to go on more inspection site visits and interacting with participants in the program to help them understand more of what the conservation technicians do on a day to day basis. He is also filing permits into ICIS and making excel spreadsheets.

Sara Hlatky – Ms. Hlatky is also working on Farmland Preservation program with Ben along with the E&S permits. She is working on the completion of the Nutrient Management program quarterly report.

Jared Zinn – On behalf of Mr. Zinn, who was absent due to a scheduled webinar, Ms. Snider noted the following: Jared submitted the Envirothon grant on Monday, January 14 through Envirothon and that is a \$700 grant.

OLD BUSINESS

Burwell Cemetery - Bald Hill Church Road – no update

NEW BUSINESS

Request for Assistance

There were no requests for assistance to bring before the board.

Associate Board Members

These 8 members expressed interest to Ms. Snider to remain members:

Bill Cree, Jr.	Jerry Day
Jeff Rode	Glodenna Halstead
Gay Thistle	Jim Willis
Dominick Barbetta	Greg Hopkins

Remaining associate members:

James Kenney
Rick Patton
Kevin Paul

Lisa spoke with Jim Kenney he declined. Jim Cowell spoke with Rick Patton and he declined. Kevin Paul did not respond to letter or show for the meeting.

The following are potential new associate members that were solicited by the board:

Joel Folman
Rebecca Salosky
Chuck Kubasik
Carol Adamson
Spencer Johnson

Carol Adamson could not make the meeting, but did reach out to the district and showed an interest in participating as an associate member. Chuck Kubasik stated that he would like to become a member, but would like to wait till after March 29, 2019 when he retires.

A motion was made by Jim Jones to approve all associate board members including the new board members, with exception of those not interested-Jim Kenney, Rick Patton and Kevin Paul. Bill Wentzel seconded. (Motion Passed)

Mr. Cowell invited comments from members that have ideas or would be interested in joining a committee. Lisa will send out the information in February's meeting packet.

GRACE deadline and application period

Mr. Schweiger stated that application deadline for the GRACE program is currently August 31 and project deadline is May 31 of the following year. This past year the board extended the project deadline to December 31 as the final completion date. With this deadline, applicants that are unable to get their project completed by the December 31 deadline are having to wait till the following September to be approved for new practices. Ben proposed a change in the GRACE timeline that would give one final project deadline of July 31 with no further extensions. Any applicant unable to have it completed by this date should simply reapply in August to have it approved for the following year. This will create no overlap and no worry about having to wait a whole year to apply.

Lisa noted this would allow her to clean up the books every year without having to possibly go back 2 years to keep track of funds. Participants will have to be advised of the new deadline date of July 31. Also, that the application period is staying the same.

Ben agreed to contact all the applicants to let them know the new date of completion and mention to keep in touch with the conservation office about how the project is going and if the participant needs to reapply for the next year.

Lisa stated that the July meeting staff should have a summary of which projects are completed and the projects that need to reapply. This will allow the board to decide who should re-apply for funding.

Ben believes this will help with communication between farmers and the Greene County Conservation District office.

A motion was made by Commissioner Trader to have the date changed for project deadlines. Bill Wentzel seconded. (Motion Passed)

Cardmember Service Company Profile Form

Ms. Snider stated that the day after Christmas she was notified via text message that there were three usages of the credit card with US-Canada Air and then another usage in Kentucky. She had to cancel the credit cards and have them reissued. The issue with this is one card is still in Mr. Bradley Eisiminger's name (deceased) and a new authorized officer needs to be listed on the card to make changes. Once this is completed a new card will need to be issued with the authorized officers name.

A motion was made by Commissioner Trader to have Chairman Jim Cowell listed on card. Jim Jones seconded. (Motion Passed)

2019 Coloring and Poster contest

Lindsay Kozlowski addressed the information provided in the meeting packet. She noted a change in the number for total cost of the poster contest to be less than \$900 instead of the \$675 listed. This will make the cost for both coloring and poster contests to be a total of less than \$1500. Based on the increase of prices for bikes for this upcoming year. Poster contest theme for 2019 is "Life in the Soil: Dig Deeper". When approved information will be included on the website. Lindsay will send coloring contest information to the schools and daycares by mail.

A motion was made by Bill Wentzel to allocate up to \$1500 for the cost of the poster and coloring contests. Tom Headlee seconded. (Motion Passed)

Dirt and Gravel Road

Lisa Snider discussed Freeport Township stating she had received their application for Stockdale Hill Road project. The bill received for the work was under by about \$300.00 and a check was ready to sign for final payment. The Quality Assurance Board has made the final inspection of the site and approved payment.

Freeport Township has purchased the pipes for Renner Creek and Hardy Lane, projects approved for 2017-2018 round. Quotes received were \$12,000 for pipe and \$6,000 for headwalls making total \$18,000. Both projects had received the same amounts because the size is the same at both locations. Renner Creek was extended by about 10 feet. New total for Renner Creek was \$22,000 for pipe and headwalls. Hardy Lane was also increased to \$19,690 based on increase in costs for items needed to complete project. Ms. Snider stated that an increase for Renner Creek of an additional \$4,800 and Hardy Lane an additional \$1,600. Two options are available for approval from the board of the additional amount: 1. An increase in the amount actually needed or 2. A 20% increase on the amount needed. Lisa is able to do a 20% increase one time per project.

A motion was made by Commissioner Trader to amend the original motion by 20% for additional costs needed to complete both projects. Jim Jones seconded. (Motion Passed)

Lime Spreader rental agreement

Ms. Snider noted the new lime spreader, that was approved for purchase at the December 12, 2018 meeting, had come in and is located on Jim Cowell's property. Lisa spoke with Jeff

Marshall-Chief Clerk to have lime spreader covered by the county's insurance policy, reimbursable by Conservation. Lisa and Jim Cowell discussed updating the application policy due to having two different lime spreaders with different requirements.

Jim Cowell stated the larger lime spreader's horsepower needs to be up to 75 horsepower. Mr. Cowell would like a notice placed on both contracts that renters have to idle down to engage the PTO. Would like this statement in bold print and state the renter is responsible for belts. Jim Jones commented he would be willing to send over a sample of his rental agreements for the conservation office to copy from, if needed.

Jim Jones inquired about how the rental agreement works. Mr. Cowell stated a deposit is given by the renter by check in the amount of \$50 and the renter is responsible for having insurance coverage on equipment being rented.

Jim Cowell is going to make a new plug for the equipment to be hooked to the back of a truck so it is accessible for both a truck and tractor. Mr. Cowell is also purchasing a hitch pin to be used for hauling this equipment.

The smaller lime spreader was taken for repair and has been repaired and returned to Jim Cowell's property. Jeff Rode has the no-till drill at his location. Lisa will update the lime spreader contract and have Cheryl Cowen-Greene County Solicitor review it and available for action at February's meeting.

CONSERVATION DISTRICT OUTREACH

Ms. Snider is working on the annual report and would like to have it to the printer by the middle to end of February. It is due the end of March. Lisa asked if anyone had pictures to share, Gay Thistle stated she did. Jared is working on newsletter and it should be completed very soon.

REPORTS FROM COOPERATING AGENCIES

Phil Evans and Mike Hamilton of Natural Resources Conservation Service (NRCS) recently went out with Ben, David, and Sara to see Conrad Gall for the second time. Mr. Gall wants a design to build behind his barn a building to feed his cattle. Mr. Evans noted Mr. Gall needs more square footage for this to happen. After speaking with JB Herald and Tim Peters a solution for what Mr. Gall wants to do was not available at this time. Mr. Gall does not want to move across the road and is also worried about having trouble with DEP.

Mr. Evans and Mr. Hamilton are still moving forward with their Environmental Quality Incentives Program (EQIP) rankings and would like them to be finished by the end of the week. Funding should be available within the next two weeks if the department is still working. Farm Service Agency (FSA) is not funded at this time. Mr. Evans believed they still had funding available for a few more weeks and after a teleconference the day before, which Mr. Hamilton attended, the State Conservation office had suggested that funding was not available. This round of EQIP is comparable to past programs. Pushing to do a new round for

Conservation Stewardship Program (CSP). The farm bill was passed but unclear on rules and particulars because the principals are unavailable. Phil stated that a couple places in Greene County should be ranked and is hoping to get funding available locally. Also, working with Ben to have the right Farmland Protection Plan in place.

Gay Thistle commented she has been speaking with tree farmers locally and verified that having those farmers submit applications for EQIP and CSP was still a good idea. Phil stated yes, they can still submit to those programs. Mr. Hamilton added that if she recommends anyone apply for FSA, they are not available at this time due to government shutdown.

Mr. Evans noted the Tri-State Pasture Conference happening Thursday, January 17, 2019.

Chuck Kubasik of Pennsylvania Department of Environmental Protection (PA DEP) commented on Armstrong and Indiana Counties being transferred to the northwest region, which was effective January 10, 2019. He stated there were some complaints about how long it takes the southwest region office to get permits issued. The regional office hoped that making this switch would help alleviate the timing issues.

The District Manager position for Washington County Conservation District has been vacant for about a month. Their office recently conducted interviews for this position.

Mr. Kubasik thanked the Board of Directors and the Conservation Office Staff for the banquet they held in December 2018. Mr. Cowell also commented that he appreciated all the effort the staff did to hold this event.

Mr. Cowell stated that a list of committees would be in February's meeting packet and he would like everyone to pick at least one committee they would like to participate in.

EXECUTIVE SESSION

There was no need for an executive session.

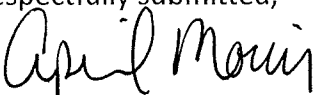
NEXT REGULAR MEETING

The next meeting will be held on February 19th, 2019 at 10:00 a.m.

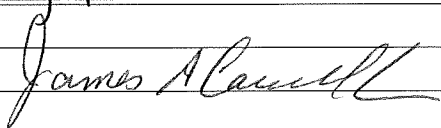
ADJOURNMENT

With no further business to discuss, a motion was made by Tom Headlee to adjourn the meeting at 10:48 a.m. Bill Wentzel seconded. (Motion Passed)

Respectfully submitted,



April Morris
Fiscal Officer

<u>MEETING MINUTES CERTIFICATION</u>	
We, the undersigned, agree that the minutes taken above were approved in their entirety by the Greene County Conservation District on <u>February 19</u> , 2019.	
Chairman, Greene County Conservation District	
Secretary, Greene County Conservation District	