



Greene County Conservation District

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GREENE COUNTY CONSERVATION DISTRICT

REGULAR MEETING MINUTES

March 19, 2019

CALL TO ORDER AND INTRODUCTION OF GUESTS

Chairman Cowell called the meeting to order at 10:02 a.m. at Greene County Conservation District Conference Room, 22 West High St., Waynesburg, PA.

Mr. Bill Wentzel led the Pledge of Allegiance.

Those in attendance were as follows:

GREENE COUNTY CONSERVATION DISTRICT DIRECTORS AND ASSOCIATE DIRECTORS

Jim Cowell-Chairman; Tom Headlee-Treasurer; Mike Belding-Secretary; Bill Wentzel-Public Director; Dave Shipman-Farmer Director. Associate Directors-Jerry Day; Greg Hopkins; Gay Thistle; Jim Willis; Dominick Barbetta; Becky Salosky; and Glodenna Halstead arrived at 10:15a.m.

STAFF

Lisa Snider-District Manager; Lindsay Kozlowski-Assistant Manager/Environmental Program Specialist; Zack Basinger-Environmental Program Specialist; Jared Zinn-Watershed Specialist; and April Morris-Fiscal Officer.

GUEST AND COOPERATING AGENCIES

Phil Evans-Natural Resources Conservation Service (NRCS)

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

A motion was made by Tom Headlee to approve the February 19, 2019 minutes. Dave Shipman seconded. (Motion Passed)

TREASURER'S REPORT

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

CORRESPONDENCE AND UPCOMING EVENTS

Catfish in the Classroom-Press Article

Ms. Snider added the catfish article to the meeting packet. Lisa noted the Conservation District had agreed to offer mini grants to local school districts and university, when introduced to the classrooms.

PADEP fines Rice Midstream Holdings' Beta Pipeline Trunk-article

Ms. Snider included an article regarding a fine Rice Midstream was given by DEP for a construction site in Greene County. Ms. Snider noted Rice Midstream reached out to the Conservation office for permits regarding this site, but they were not issued by the district and were issued by PADEP.

Informational Session Hosted by the Republic Food Enterprise Center

Ms. Snider received information from Robbie Matesic., Economic Development Director, regarding an agricultural gap in funding proposal, for the expansion of USDA meat processing, of \$500,000 in urban areas. A meeting will be held at Washington County Fairgrounds on March 28, 2019.

Ms. Snider included information regarding a meeting on poultry held March 28, 2019 at Washington County Fairgrounds.

Mr. Cowell stated a meeting was held in Carmichaels with Secretary Redding regarding an organization called GAP. The program has five stages on maintaining a farm and coordinates with the Humane Society. No local departments in Greene County were invited to attend the meeting.

Ms. Thistle questioned if the GAP program helps farmers have certified meat for sale locally. Mr. Cowell stated this would allow for meat and other farm grown goods to be sold locally.

Ms. Thistle asked if the program would allow for more local butchers. Mr. Cowell stated Pennsylvania needs more butchers, but does not believe this program will help that situation.

The board requested Robbie Matesic., Economic Development Director, to brief the Conservation board regarding the gap in funding and meeting.

Biological Controls for Better Integrated Pest Management

Ms. Snider received information from Pennsylvania Association for Sustainable Agriculture (PASA) for a full-day seminar regarding pest control. The seminar is April 9, 2019 at Chatham University in Gibsonia, PA.

STAFF REPORTS

Written reports were included in the meeting packets.

Lindsay Kozlowski – Ms. Kozlowski added the Envirothon tee-shirt contest will be voted on later in the meeting. Stickers were provided for the Conservation District board and associate board members to vote on which concept they like best. Lindsay received a donation from First Energy of \$1,000.00, and along with Mr. Zinn, applied for a mini-grant from DCNR of \$250.00 for resource boxes. Ms. Kozlowski is waiting for PACD grants to be awarded for the Envirothon.

Mr. Hopkins asked if Carmichaels winning the Envirothon last year helped obtain new or more donations for this year's event. Ms. Kozlowski stated they have received new donations from company's not involved in previous years. Ms. Kozlowski noted she needs shirt sizes from the Conservation District board and associate board members.

Zack Basinger – Mr. Basinger received more plans in the last two weeks. Zack noted Ben and Sara will be in trainings over the next few months and will continue to work with Ben and Sara on projects.

Ben Schweiger – Mr. Schweiger was unavailable due to scheduled training.

Mr. Hopkins asked if Hilltop Energy was the barge unloading site. Ms. Snider stated Hilltop Energy is a pipeline project and barge unloading area. Ms. Kozlowski stated it is a new power plant located in Nemacolin, PA.

Sara Hlatky - Ms. Hlatky was unavailable due to scheduled training.

Jared Zinn – Mr. Zinn is working on the Conservation District website at Ms. Snider's request.

Lisa Snider – Ms. Snider showed a sample of the annual report she is working on with Toby from Communication Development Co., LLC. Lisa would like the final draft finished by the end of week. The annual report is sent to the state with the budget for the 2018-year end reporting requirements.

Mr. Cowell questioned if Mr. Jones had sent over a copy of his contract for rentals of equipment due to the season fast approaching. Ms. Snider stated she is waiting on a response from Mr. Jones.

Ms. Snider received an email from West Greene High School asking to contract the no-till drill for planting grass. Lisa asked if they had a tractor to use with the no-till drill adding that a board member may be able to help, if needed.

A motion was made by Dave Shipman to waive fee for No-Till Drill for West Greene High School. Tom Headlee seconded. (Motion Passed)

OLD BUSINESS

Burwell Cemetery - Bald Hill Church Road – no update

2019 Committee Appointment

Ms. Snider stated the committee list was updated and noted participants are still able to sign up for any committee at any time.

Mr. Cowell added that anyone can join a committee at any time. Mr. Cowell noted Carol Adamson has had some health issues and is still interested in being an associate board member.

Mr. Hopkins noted for the Land Committee the East Franklin School is in the process of being sold.

PACD State Budget Information

Ms. Snider received an email regarding the direction of funding for Conservation Districts. It has been heard that law makers are skeptical with the current state budget provision to transfer funds out of special environmental funds (Growing Greener) to fill financial gaps.

NEW BUSINESS

Request for Assistance

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

Popielarcheck Storm Water Management Mini Grant

Ms. Snider stated a local land owner, in Jefferson, PA, who expanded their yard, possibly hit a spring. Ms. Snider along with Ms. Kozlowski and Mr. Basinger visited the property and believe the best solution is to incorporate a French drain to help remove the additional water laying in the land owners yard. Lisa asked the board to approve a mini-grant of no more than \$5000.00 to help with costs of drain and ditch.

A motion was made by Mike Belding to approve a Mini-Grant up to \$5000.00 for French Drain and ditch work. Tom Headlee seconded. (Motion Passed)

Truck Sale

Ms. Snider stated the Conservation District has a 2013 Chevy Silverado with less than 70,000 miles. Lisa believes the vehicle is in good condition, at this time. Ms. Snider received a bid from Greene County's Redevelopment Authority of \$10,000.00 to purchase the vehicle from the Conservation District. Lisa included a copy of Kelley Blue Book Value for this vehicle that was provided by Jeff Novak, Maintenance Manager.

Mr. Hopkins inquired how many vehicles the Conservation District would like to purchase. Ms. Snider stated the Conservation district will keep the Explorer and would like to add two additional vehicles. One for property visits able to handle any type of terrain they may encounter. One for West Nile Virus projects, which needs additional options, and one for interns to help on projects with dirt and gravel roads.

Mr. Cowell would like to obtain different bids on the 2013 Chevy Silverado. Mr. Cowell believes it is worth more than the \$10,000 offered. Jim also stated the Conservation District could keep the truck and obtain one more vehicle for district use.

The Conservation District Board decided to table truck sale discussion until more bids are received and vehicle prices can be obtained.

Vehicle Purchase

Conservation District Board members tabled discussion of vehicle purchase until new bids are received for the sale of 2013 Chevy Silverado.

2019 Envirothon T-Shirt Contest

Ms. Kozlowski added for the Conservation District board and associate board members to vote at the end of the meeting on their favorite concept for the 2019 Envirothon tee shirt.

A motion was made by Dave Shipman to approve the winner's drawing be used as the tee shirt design for the 2019 Envirothon. Mike Belding seconded. (Motion Passed)

Dirt and Gravel Road-Creek Road Morgan Township

Ms. Snider stated Center Township is working on Grinnage Run and Barton Hollow Roads. Grinnage Run is a traditional dirt and gravel road and Barton Hollow is a low volume road. Center Township sent out bids for both projects. The bids came back higher than the engineer expected. Barton Hollow Road project is adding two larger crossings that are about 70 feet long. The pipe for this project comes in 30-40 feet sections and are costly. Along with the pipe, about two feet of fill will be added and then tar and chip on top. Ms. Snider does not believe the cost is excessive for this amount of work with prevailing wages. Lisa stated the engineer needs \$46,000.00 to award the bid. Center Township is matching up to \$45,000.00 as in-kind for stone, labor and equipment use. Ms. Snider noted if approved, the additional \$46,000.00 will be issued from the Conservation Districts General Fund account instead of the Dirt and Gravel Road (D&GR) account due to previously awarded funds being used from the D&GR account. This amount will be reimbursed from the state, but not until July 2019. Ms. Snider believes Center Township isn't completing the Grinnage Run project due to landowner issues.

Ms. Thistle questioned about the bonding of the roads that are used by the oil and gas companies and if the township can pull the bonds to obtain money to help fund this project. Ms. Snider stated the problem with Barton Hollow was visible before the oil and gas companies. Lisa stated the issue with Barton Hollow is the position of the road in regards to the stream.

Mr. Hopkins inquired about funding for townships underbidding projects and then requesting more funding from the Conservation District. Ms. Snider stated she spoke with the township about verifying the costs are as close to correct as possible. Ms. Snider added she explained to the townships to contract based on the project and not on the items needed. Lisa also noted there is a D&GR meeting at the end of March 2019 for township supervisors to attend to obtain a better understanding how funding should be completed. Mr. Hopkins asked how the Conservation District can protect the district from continually adding to funds previously requested on a contract.

Mr. Day suggested adding a notice to the contract, the township sign, stating the engineer is responsible for over cost when the engineering firm underbids a job and then need additional funds for completion.

Mr. Belding noted the lack of funding for this project puts the engineering company in a bind along with the Conservation District. The additional amount needed is \$46,835.00. The original amount was \$108,000.00. Mr. Belding noted the addition is 30% over the original amount requested.

Ms. Snider added the new bid has an increase in the amount the engineering company was requesting as payment. Lisa stated the engineering company wasn't doing additional work and shouldn't receive any additional payments. A 10% increase for materials and hauling expenses is listed in the contract with approval from the Conservation District board.

A motion was made by Tom Headlee to give a 10% increase with no additional fees being provided to the engineers. Mike Belding seconded. (Motion Passed)

Mr. Barbetta currently has a project in Morgan Township where the road washed out and the township had to close the road. Mr. Barbetta stated Chisler gave an estimate of \$137,000.00. Mr. Barbetta believes the township can complete the project for about \$60,000.00 and would like to request half that amount from the Conservation District. Mr. Barbetta stated Morgan Township currently has over a million dollars in slips. Once a slip happens the township completes a traffic study, and if sufficient, the township will pull the road bond, when applicable, for an oil and gas company. The Beagle Club Road had work completed prior to this incident. Dominick stated if this problem isn't corrected it could lead to an issue with the prior project that was completed and partially paid for by the Conservation District. Ms. Snider would like to fund this project for Morgan Township.

A motion was made by Mike Belding to approve appropriate funding for Beagle Club Road project. Tom Headlee seconded. (Motion Passed)

Unclaimed Property Letter

Ms. Snider noted a letter that was received from the state regarding unclaimed money of \$500.00 from EQT Holdings. In order for the Conservation District to obtain the unclaimed money a letter was drafted stating Lisa Snider has approval to claim the money on behalf of the Conservation District. Letter was created and signed by Jim Cowell-Chairman and sent via mail to the Bureau of Unclaimed Property.

District Outreach

Ms. Snider received a quote from Direct Results for advertising on a billboard Direct Results currently owns. There is a \$650.00 one-time fee for the creation of reusable vinyl for the advertisement. The monthly billboard rental fee is \$650.00.

Ms. Snider also received quotes from Direct Results for monthly advertisements in the GreeneScene. The cost for a 6-month advertisement would be \$4,535.00. Ms. Snider would like to advertise GRACE program, Lime Spreader, and No-Till Drill. Lisa stated a full-page advertisement in the May issue, which is the agricultural issue, costs \$1,375.00.

A motion was made by Dave Shipman to advertise full page ad for one-month. Bill Wentzel seconded. (Motion Passed)

Mr. Belding added contacting Carol Howard of Bee Graphics for billboard advertisements. Mr. Belding stated her price is lower than Direct Results. Mr. Belding also included the Observer-Reporter has a 4x4 sticker placed on the front of the newspaper that is delivered to 5,000 homes.

REPORTS FROM COOPERATING AGENCIES

Phil Evans of NRCS stated USDA has passed the farm bill. Mr. Evans noted money was deposited into the EQUIP accounts. Mr. Evans stated at this point in the year, money is received and already distributed. Phil stated Mike has been working a detail in Somerset County. Mr. Evans hopes Greene and Washington Counties receive contracts. Phil noted that communication is lacking and stated he received an email yesterday about a meeting held 10am-2pm today with Washington County Ext. office who is working with Penn State on Grazing program.

Mr. Wentzel asked if Washington County Conservation hired a manager. Todd Thornberg is the new manager for the Washington office.

Ms. Snider noted a new game warden, Christopher Bence, was hired for Greene County and would be added to our list of cooperators.

EXECUTIVE SESSION

There was no need for an executive session.

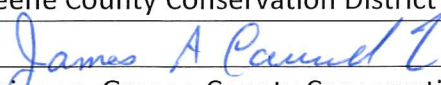
NEXT REGULAR MEETING

The next meeting will be held on April 16th, 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 11:41 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>April 16</u> , 2019.
 Chairman, Greene County Conservation District
 Secretary, Greene County Conservation District