



## **Greene County Conservation District**

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### **GREENE COUNTY CONSERVATION DISTRICT REGULAR MEETING MINUTES November 19, 2024**

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

Mr. James A. Cowell, Jr. called the meeting to order at 10:02 a.m. at the 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; Greg Hopkins-Vice Chairman; Dan Bazzoli-Treasurer; Glodenna Halstead-Secretary, Rebecca Trigger-Director and Dave Shipman-Director. Associate Directors: Dominick Barbetta, Jim Willis, Kevin White, Jerry Day, Ryan Wise, Keith Golden and Lewis Crouse.

#### **STAFF**

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

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

Joe Walko—Greene Township; Ryan Furrer-Regional District Rep Pennsylvania Department of Environmental Protection (PADEP). Russ Gibbs-DCNR PA Service Forester.

#### **PUBLIC COMMENT**

There were no public comments.

#### **APPROVAL OF MINUTES**

*A motion was made by Dave Shipman to approve October 15, 2024 meeting minutes. Rebecca Trigger seconded. (Motion Passed)*

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

Ms. Yoroko stated that she had written several checks since the meeting packets were mailed out. From the First Federal General Fund two checks were written for banquet decoration totaling \$420.00, two additional GRACE checks totaling \$2,005.04 and a check to the County of Greene in the amount of \$27,932.85.

Mr. Hopkins asked about the duplication of the ACAP deposit which is the result of the change in the way that the entries are being done after meeting with the Controller's office. Ms. Yoroko is reaching out to the Controller's office for help with resolving the issue.

*A motion was made by Greg Hopkins to approve the Treasurer's Report. Glodenna Halstead seconded. (Motion Passed)*

#### **REQUEST FOR ADDITIONAL AGENDA ITEMS**

Ms. Snider requested that discussion for hiring a part-time intern to scan and save documents on the new scanner/printer be added to the agenda.

*A motion was made by Greg Hopkins to approve adding hiring of part-time intern discussion to the agenda. Dave Shipman seconded. (Motion Passed)*

#### **CORRESPONDENCES AND UPCOMING EVENTS**

2024 Greene County Annual Award Banquet invitation have been sent out, please RSVP to Ms. Yorke before December 6, 2024.

#### **STAFF REPORTS**

Written reports were included in the meeting packets.

**Lindsay Kozlowski** – Ms. Kozlowski stated that NPDES permits have to be renewed before December 7<sup>th</sup> to maintain permit coverage and doing training for permit changes have kept her and Mr. Basinger very busy; Mr. Basinger participating in a webinar now which is why he isn't at the meeting.

Ms. Kozlowski had a meeting with Community Foundation and EQT at which she was encouraged to apply for their grant again to assist with Envirothon.

**Zack Basinger** – Mr. Basinger was unable to attend today's meeting.

**Tiffany Stewart** – Ms. Stewart stated that the 2025 Southwest PA Soil Health Conference is Wednesday, January 29, 2025 from 9:00am-3:30pm at the Fred Rogers Center in Latrobe, PA. Ms. Stewart passed around the brochure which included the registration information. Ms. Snider stated that if any of the board members were interested in attending, they should reach out to Ms. Yorke to register them and the district would cover the cost for the conference.

**Heather Yorke** – Ms. Yorke stated that she didn't have anything to add unless anyone had questions. Ms. Yorke stated that she would be reaching out to the Controller's office to get the duplication issues resolved.

**Lisa Snider**- Ms. Snider stated that we got our new copier this week but we are going to continue to use the old copier, because we have so much toner; IT informed her that everyone in the county got new copiers with this new contract so no department in the county is in need if a copier.

## **OLD BUSINESS**

### **Aerator**

A video of this aerator was emailed by Ms. Snider to all board members. Mr. Cowell explained that this Aerator has a lifetime warranty and is the only brand that has the seeder attachment. After discussion, the decision was made to form a committee to discuss the exact model, size etc. to make a recommendation for the board at the January meeting. The committee decided to meet immediately following the meeting today.

## **NEW BUSINESS**

### **Request for Assistance**

No requests for assistance.

### **Mapletown High School Environmental Education Grant Support**

Ms. Stewart explained that Ms. Snider sent an email to pole the board about giving Mapletown High School Environmental Education \$350 to help with costs associated with the grant they are receiving; Ms. Stewart will also go out and assist them with taking soil sample when they start working.

***A motion was made by Rebecca Trigger to approve donating \$350 to Mapletown High School Environmental Education to costs associated with the grant. Dave Shipman seconded. (Motion Passed)***

### **2025 Meeting Dates**

Ms. Snider stated that the 2025 Meeting Dates need to be advertised and were included in the meeting packet for board's review; board approval needed to advertise dates.

***A motion was made by Glodenna Halstead to approve 2025 Meeting Dates to be advertised. Dan Bazzoli seconded. (Motion Passed)***

### **DGLVR Fall Contract Approvals**

Ms. Snider explained that there are 2 projects for the board's review for the Fall DGLVR round. The first site for consideration is a Dirt and Gravel Road project in Cumberland Township on Groves Road. Groves Road is approximately three quarters of a mile long road that is entrenched, has a bad base and only has one culvert pipe and carries water down the tracks. Project is a traditional drainage project that the QAB recommends approving. There is \$368,000 available to fund dirt and gravel projects; total project cost is \$190,000.00 with a 20% match from the township. Mr. Shipman, QAB member, stated that this road is like you are driving up a streambed and recommends approving this project; project will have to bid out.

***A motion was made by Dave Shipman to approve the Cumberland Township DGR project. Rebecca Trigger seconded. (Motion Passed)***

Ms. Snider explained that the second site is a Low Volume Road project on Creek Road in Greene Township. This is a road that we have done work on in the past, the Greene Township side is Low Volume and the Mon Township side is Dirt and Gravel; it's a flat road that parallels Whitely Creek. We have done streambank structure and stabilization, filled the road, crossings on the Mon Twp side, just approved all the drainage work for the Greene Twp side; which they are in the process of finishing up. All the drainage is done that is required by the state to apply to do full depth reclamation. Full Depth Reclamation is the process of removing existing road materials, pulverizing then combining with a special blend concrete and reapplied to the road surface. Earth Tech is a company that makes the special design mix for the concrete for this type of project has already been out to look at Creek Road. After applying the special blend of design concrete and pulverized road materials three layers of tar and chip to seal the road. This project will have to be bid out.

Mr. Cowell asked if we had the money for this project and Ms. Snider explained that this project will not start until June or July 2025 when we will receive our next funding disbursement for Dirt and Gravel Road.

***A motion was made by Dan Bazzoli to approve the Creek Road Dirt and Gravel Project in Greene Township. Dave Shipman seconded. (Motion Passed)***

#### **2025 Annual Plan of Operations and Objectives (APO)**

Ms. Snider emailed this to all board members before we edited it just to show what our objectives are for the year. The board was asked if there was anything that they wanted added or removed from the Annual Plan of Operations and if not Ms. Snider needs approval of APO to submit to the state.

***A motion was made by Glodenna Halstead to approve the 2025 Annual Plan of Operations and Objectives. Greg Hopkins seconded. (Motion Passed)***

Mr. Hopkins asked to continue the conversation about the Creek Road DGR project and requested pictures from before, during and after be done to justify the decision to spend some much funding to make these needed repairs and allow the directors to view the project progress; Ms. Snider stated that picture arrays had been done on previous projects and could be done for Creek Road; additionally, any directors are welcome come out and view the site and the work being done. Mr. Furrer, PADEP stated that this project though expensive is the exact project that Dirt and Gravel funding should be used for to keep sediment out of the waterways. He suggested sharing pictures and videos of this project be shared on social media showing what is being done to reduce the sediment load. Mr. Wise suggested that some of the board members may be interested in attending the ESM (Environmentally Sensitive Maintenance) training at Penn State Center for Dirt and Gravel Road Studies would be beneficial for board members understand of this type of projects and Mr. Furrer agreed. It is well worth the two days of training teaching the ins and outs of DGR, completed projects and projects that are currently being worked on to give you a full understanding.

### **2025 Budget Review and Approval**

Ms. Snider explained that there had been a budget committee meeting last month after the GCCD board meeting which was attended by Ms. Snider, Ms. Salosky, Mr. Hopkins, Commissioner Edgreen and Ms. Yorke to review the 2025 Budget. The new copier expenses have been added to the 2025 Budget; Mr. Hopkins explained that everything had been reviewed and seemed to be in order for the budget.

***A motion was made by Greg Hopkins to approve the 2025 Budget. Dave Shipman seconded. (Motion Passed)***

### **District Funding Resolution Review and Approval**

Ms. Snider explained that the district currently pays all of the staff's salaries and benefit related expenses except Ms. Snider. Due to hardship the County is asking if the board would be willing to cover all of Ms. Snider's salary and benefit related expenses starting in 2025. This change would cost the board approximately \$25,000 to cover the additionally 25% of Ms. Snider's salary if the board was willing. The decision was made to have a meeting with the county regarding hiring and salaries when the district is covering all of the costs. The decision was made to meet with the commissioners to discuss the district funding resolution. Ms. Snider will set up a meeting with Commissioner Edgreen and the board members.

### **Part-time Intern**

Ms. Snider is asking the board to approve the hiring of a part-time intern to scan and archive all of the paperwork that is going to need to be electronically archived at the state in the near future for permitting. The state is not accepting paper permits which are lifetime documents but will want them digitally in the future.

***A motion was made by Rebecca Trigger to approve the hiring of a part-time intern. Glodenna Halstead seconded. (Motion Passed)***

### **CONSERVATION DISTRICT OUTREACH**

2024 Annual Awards Banquet December 11<sup>th</sup>

Fall Newsletter

The district is starting a Facebook page to put out all of our programs.

Manure Management Workbook Workshop for March with Washington county

### **REPORTS FROM COOPERATING AGENCIES**

**Russ Gibbs—DCNR** stated that a paid intern position goes live November 25<sup>th</sup>. Internship is housed out of Ligonier with a flex schedule and pay rate of \$17 per hour; apply on the state website.

Mr. Cowell thanked Mr. Gibbs for his work on the Invasive Species Workshop in August. Mr. Gibbs states that they might be able to do another workshop next spring or summer.

Ryan Furrer—PAPED stated that we had covered and discussed everything during today's meeting.

**EXECUTIVE SESSION**

No Executive Session needed.

**NEXT REGULAR MEETING**

The next regular meeting is TBD.

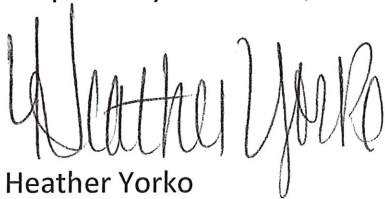
Mr. White stated that he had really learned a lot at the chainsaw safety course at Ms. Trigger and asked if there could be another course again next year. Ms. Trigger stated that she is trying to organize a Game of Logging level 1 for anyone that had been unable to attend this year's course with the possibility of adding an additional day for a Game of Logging level 2.

Mr. White stated that he had driven passed the Kovalcheck Road farm and that there was a lot of new livestock on the farm.

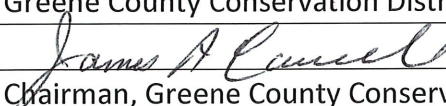
**ADJOURNMENT**

*A motion was made by Rebecca Trigger to adjourn the meeting at 11:23 am. Dan Bazzoli seconded. (Motion Passed)*

Respectfully submitted,



Heather Yorko  
Fiscal Officer

<b>MEETING MINUTES CERTIFICATION</b>
We, the undersigned, agree that the minutes taken above were approved in their entirety by the Greene County Conservation District on <u>January 21,</u> 2025.
 Chairman, Greene County Conservation District
Secretary, Greene County Conservation District 