



# Armstrong Conservation District

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## SEPTEMBER 2016 MINUTES

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The Armstrong Conservation District Board of Directors held their monthly meeting at the Armsdale Administration Building, 124 Armsdale Road, Suite 103, Kittanning, PA 16201 on Wednesday, September 21, 2016.

Vice - Chairman Andrew Kimmel called the meeting to order at 7:00 pm. Directors present: Michelle Hickman, Dennis Hawley, and DeJay Claypoole; and District Manager, Dave Rupert, Office Manager Cindy Vranka and NRCS SDC Dennis DiOrio.

Public Comment on Agenda Items – None

Dennis Hawley moved, seconded by Michelle Hickman to approve the minutes of July 20, 2016 as presented. Motion carried.

The **Treasurer** reported a balance of \$151,929.07. Dennis Hawley moved, seconded by Michelle Hickman to approve the Treasurer's Report subject to audit. Motion carried.

**Needed Supplies / Outstanding Bills** – Dennis Hawley moved, seconded by Michelle Hickman to pay outstanding bills as presented. Motion carried. No Supplies were needed.

### **OLD BUSINESS**

**PENNVEST Project Update / Status** – Dennis Hawley moved with a second by DeJay Claypoole to authorize the District Manager to execute the engineering agreement with Young & Associates for the design of the AVL T – ACD Phase II PennVest application and to further authorize the Manager to execute any and all necessary documents to be filed with the application on or before November 2, 2016. Those documents include but not limited to an Inter-Municipal Agreement between ACD and AVL T, the Resolution to Apply for funding, the Letter of Responsibility, any environmental permits such as a GP-11 and an NPDES Construction Activity Permit and any other documents necessary to file the application in a timely fashion. Motion carried.

**Mobile Environmental Display Proposal – Carnegie Science Center** – Dennis Hawley moved with a second by DeJay Claypoole to execute the Exhibit Production and Sales Agreement with Carnegie Science Center for the Mobile Environmental Display. Motion carried. (Signed detailed agreement attached for future reference.)

## **NEW BUSINESS**

**2017 Draft ACD Budget Adoption** – District Manager Dave Rupert detailed highlights of the proposed draft 2017 Budget. Board members requested that Account # 752 be increase to \$120,000.00 to include Envirothon, etc. expenses. Motion carried. Board of Commissioners are requesting that department budgets be submitted by September 1, 2016.

**PMRS (Pennsylvania Municipal Retirement System) 2017 MMO Obligation** – Act 205 of 1984 requires the Minimum Municipal Obligation (MMO) to be given to the plan's governing board. The 2017 MMO is the amount the governing board must contribute to the plan in the next plan year. The memo, provided under the guidance of the PMRS is intended to satisfy the legal requirements of Act 205. The memo will be filled for future reference.

**2017 Action Plan** – District Directors, Associate Directors and Staff are asked to review the 2016 Action Plan for revisions, corrections, and/ or additions for FY 2017. Submit suggestions to District Manager.

**Resource Conservationist – E&S Interviews** – District Board members are invited to attend the initial interviewing process on October 6 beginning at 8:30 AM, concluding at 4 PM. Final interviews will be conducted prior to the October Board meeting at 5 PM.

**2016 Fall Tour** – The Annual Fall Conservation Tour is scheduled for Friday, October 21, 2016. Participates are asked to meet at the Armsdale Building to board the bus at 10 AM and conclude at 2 PM. RSVP's are requested by calling Jessica Schaub. Various project site will be toured.

## **OTHER BUSINESS**

**Farmland Preservation 2017 MOU** – The Memo of Agreement between the Armstrong Conservation District and the Armstrong County Ag Land Preservation Board is reviewed on an annual basis. No revisions have been made to this 2017 Memorandum as presented. Michelle Hickman moved, seconded by DeJay Claypoole to enter into this Agreement as presented. Motion carried.

**PA Envirothon 2016/17 Mini Grant** – Dennis Hawley moved, seconded by DeJay Claypoole to apply for the Envirothon mini grant funding. Pa Envirothon Mini-Grant Program will award up to \$700. Motion carried.

**CART – First Responder Symposium** – The Fall 2016 CART Symposium for All First Responders is scheduled for November 18, 19, & 20<sup>th</sup> at the New Stanton Volunteer Fire Department. It is free to any CART or First Responder. Lunch is included. Dennis Hawley moved, seconded by DeJay Claypoole to grant approval for Jessica Schaub to attend. Motion carried.

**CORRESPONDENCE** – a) Service Forester Gary Gilmore has taken a position with DCNR in Harrisburg. John Brundege is the new woodland stewardship coordinator. b) ACFB Annual Meeting Friday, October 7, 2016 at Manor township Fire Hall at 7 PM. RSVP's are required. c) 2017 SW PA Soil Health & No Till Conference is schedules for Wednesday, January 25, 2017 9 AM to 3:30 PM at the Fed Rogers Center, St. Vincent College, Latrobe.

**AGENCY REPORTS** – The following agencies / staff provided activity reports, H2O Julie Zeyzus, G Smith D&G, J Schaub ACT/NM Tech, and the new West Field Team #4 NRCS SDC Dennis DiOrio introduced himself.

**COOPERATOR AGREEMENT** - None

The following **Erosion and Sediment Control Plans** were submitted to the District Board for approval / disapproval:

	<u>Name</u>	<u>Twp.</u>	<u>Rev. By</u>	<u>Status</u>
8/2/2016	Spaces Corner Water Phase II / PAG02000316004	Rayburn	DRR	A
7/22/2016	JV 444 Waste Area	Parks	DRR	A
	Northpointe Scope Rem - rev /			
8/11/2016	PAI050313001 / PAI050305004R	E Buffalo	DRR	A
6/16/2016	Plenary Walsh Keystone (rev)	Burrell	DRR	A
9/13/2016	Big Run Lumber / Arner Site	S Buffalo	DRR	A
9/13/2016	Projectile Tube Cleaning Inc. / NOT	Manor	JZ	A
9/14/2016	NRG - Coal Yard Imp Prj / PAG02000315002 / NOT	Plumcreek	JS	A

The E&S plans were presented for review and approval by the Board. Dennis Hawley moved and Michelle Hickman seconded the approval of the E & S plans as their status indicates. Motion carried.

**NUTRIENT MANAGEMENT PLAN** – None. Ronald Baker Farm located in 841 Jackson Road, Apollo is requesting a waiver for Manure Storage Setback Requirements. Jessica Schaub is recommending approval contingent upon the approval of Laurel Rush (SCC) and the requested criteria response received back from Randi Tyler (Clarion Tech Office). Dennis Hawley moved, seconded by Michelle Hickman approved the waiver request for manure storage setback requirements. Motion carried.

**PUBLIC COMMENT PERIOD** – None

The Board went into Executive Session for Personal matters at 7:51 PM. They returned at 8:15 pm. It was the consensus of the Board to give the District Manager the latitude to find a health insurance policy for the District that provides for the employees welfare and controls costs. The Manager was further directed to explore re-establishing a partnership with the County of Armstrong for health insurance and other matters that would mutually benefit both entities. Vice – Chairman Kimmel announced that the next meeting would be held on Wednesday October 19, 2016 beginning with an Executive Session at 5 PM to conduct final E & S interviews.

At 8:17 pm DeJay Claypoole moved with a second by Denny Hawley to adjourn the meeting. Hearing no objections, Vice-Chairman Kimmel declared the meeting adjourned.

The next scheduled meeting of the Armstrong Conservation District is Wednesday, October 19, 2016.

Respectfully submitted,

Cindy L Vranka  
*Office Manager for the  
Armstrong Conservation District*