
SEPTEMBER 2020 MINUTES

The meeting was called to order by Chairman Andrew Kimmel at 7:00 PM.

The following individuals participated in person at the Board meeting: Directors present Andrew Kimmel, Spurgeon Shilling, Jerry Longwell and Dennis Hawley; Associate Director John Linkes, Mike Daquilante; Dave Rupert District Manager, DGLVR Gregg Smith and NRCS DC Dennis DiOrio. The following persons participated by ZOOM: DEP Rep John Green, Office Manager Cindy Vranka and Director Michelle Hickman.

PUBLIC COMMENT on AGENDA ITEMS - None

Jerry Longwell moved with Dennis Hawley seconding the approval of the August minutes as presented. The motion was carried.

The treasurer's report was presented to the Board of Directors. Dennis Hawley moved with Spurgeon Shilling seconding filing of the Treasurer's report presented for audit. The motion was carried. No needed supplies or outstanding bills were presented.

OLD BUSINESS

- **Armsdale Demo** – District Manager Dave Rupert gave a status report on the progress of the Armsdale building.
- **District Manager Job Description** - Jerry Longwell moved with Dennis Hawley seconding the modified JD as presented. Motion carried.
- **2021 Armstrong Conservation District Budget Adoption** - Spurgeon Shilling moved, seconded by Jerry Longwell to submit the proposed 2021 Armstrong Conservation District budget to the County of Armstrong Board of Commissioners for consideration. Motion carried.
- **2021 Annual Action Plan** – Dennis Hawley moved, seconded by Spurgeon Shilling to accept the 2021 Annual Action Plan as presented. Motion carried.

NEW BUSINESS

- **PMRS (Pennsylvania Municipal Retirement System) 2021 MMO Obligation** – Act 205 of 1984 requires the Minimum Municipal Obligation (MMO) to be given to the plan's governing board. The 2021 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 Manager presented the MMO to the Board of Directors. No action is needed.
- **McCall, Scanlon, and Tice 3 year audit proposal** – Jerry Longwell motioned, seconded by Spurgeon Shilling to enter into a 3-year audit proposal with MST. Motion carried.

- **QAB Recommendations** – A. Gregg Smith, Resource Conservationist – DGLVR, presented the recommendations of the QAB to the Board for future DGLVR projects. Dennis Hawley moved, seconded by Spurgeon Shilling to accept those recommendations. Motion carried. See attached QAB Recommendations.

OTHER BUSINESS

- Virtual Fall Tour will be October 16th, 2020.

CORRESPONDENCE

- PACD Leadership Development is hosting a 2020 Fall Leadership webinar series in October and November. The next Director’s webinar is scheduled for October 27, 2020.

AGENCY REPORTS – Agency reports were provided to the Board and there were no questions or additions to those reports.

COOPERATOR AGREEMENTS - None

EROSION and SEDIMENT CONTROL PLANS - The E&S control plans were presented to the Board. It was moved by Spurgeon Shilling and seconded by Jerry Longwell to approve the plans as their status indicates. Motion carried.

<u>Date</u>	<u>Name</u>	<u>Twp.</u>	<u>Comments:</u>	<u>Rev. By</u>	<u>Status</u>
8/12/2020	85/66 Intersection	Rayburn	20-ES-16	HL	Approved
8/13/2020	KP-22 Drip Removal Project (Dominion Energy)	South Bend	20-ES-17	HL	Pending
8/14/2020	SR268 Landscape Mound Construction	Sugarcreek	20-ES-18	HL	Approved
8/14/2020	Crownover Waste Area	Kiski	20-ES-19	HL	Pending
8/17/2020	Harvest Community Church Addition	East Franklin North	PAC030032	HL	Pending
9/8/2020	GP-5 E&S for Peoples	Buffalo	20-ES-20	HL	Pending
9/8/2020	Heritage Meadows	Rayburn	20-ES-21	HL	Pending

NUTRIENT MANAGEMENT PLANS – None

PUBLIC COMMENT PERIOD

No ACD Christmas Dinner meeting or Annual Combined Banquet (Dave will check to see if reservations can be made at Lenape Tech for the event) will be scheduled due to Covid19.

The Chairman recessed the Board meeting until 4 pm on September 28th. All interested parties are to meet at the Armsdale property to discuss potential building locations and other items. All Directors / Association Directors/staff are invited and encouraged to participate.

The ACD Board of Directors reconvened the recessed meeting at the site of the former Armsdale Administration building located at 124 Armsdale Road in Kittanning. Those present were directors - Spurgeon Shilling, Jerry Longwell, Michelle Hickman, and Dennis Hawley. Also present were associate directors John Linkes, and Mike Daquilante. Others present were, engineers Brent Young and Jeff Christy of Young and Associates as well as staff members, Dave Rupert and Holly Laird.

Vice Chairman Shilling called the recessed meeting to order. Brent Young passed out full scale drawings of the Armsdale property for review and discussion purposes.

Those present reviewed the drawings, asked questions of the engineers, and toured the site and the progress made on the Phase I demolition of the former Armsdale Administration Building. After a brief tour and discussion about potential building locations, it was moved by Jerry Longwell and seconded by Dennis Hawley that the future building should be situated as nearly as possible to the present site of the existing building. Further discussion ensued regarding parking and access for the building and others. The motion was carried.

After hearing that no further business needed to come before the Board, Jerry Longwell moved with Michelle Hickman seconding that the meeting be adjourned. The motion was carried at 4:37 pm and the meeting was adjourned.

The next regular meeting of the ACD Board of Directors will be held at 7 pm on October 21, 2020 in Suite 5 of the current ACD office location. The meeting will be open to participation in person and by a Zoom link.

Respectfully Submitted,

[Cindy Vranka](#)
*Office Manager for the
Armstrong Conservation District*