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September 20, 2023 Minutes

CALL TO ORDER: The public meeting was called to order by Chairman Andrew Kimmel at 7:01 pm.

PRESENT: Those present were: Directors Andrew Kimmel, DeJay Claypoole, Michelle Hickman, Dennis Hawley and Spurgeon Shilling; Associate Directors Jay Hogg, John Bennett, and Rocco Ali; ACD District Manager Holly Laird; NRCS District Conservationist Dennis DiOrio; DEP Field Rep Susannah Harris (via Zoom); Congressman Thompson Field Representative, Andrea Verobish (via Zoom); ACD DGLVR Technician Gregg Smith, and Armsdale Building Coordinator Dave Rupert.

PUBLIC COMMENT on AGENDA ITEMS: None

MINUTES: Spurgeon Shilling moved with Denny Hawley seconding the approval of the minutes of the August 23, 2023 meeting as presented. Motion carried.

TREASURER'S REPORT: Spurgeon Shilling moved with Michelle Hickman seconding the approval of the Treasurer's report as presented and that the treasurer's report be filed for audit. Motion carried.

OLD BUSINESS:

- a. **Armsdale Update** – Dave Rupert provided an update on the Armsdale Building Project stating the following: all the rough wiring and plumbing is installed, drywall is hung – finishing is underway; working on waterline installation; windows are installed; base is prepared for sidewalks; doors may be delayed in shipping; gas and electric are pending; IT meeting on-site August 24, 2023. Dave informed the Board that a tentative move-in date will be Mid-December.
- b. **ACAP Update** – Holly Laird informed the Board that she is working with Jennifer Jack to get ACAP contracts executed with farmers.
- c. **Annual Awards Banquet, 10-5-2023** – Holly Laird reminded the Board of the Awards Banquet to be held on 10/5/23. Andrea Verobish offered to prepare citations for each award recipient from Congressman Thompson's office.
- d. **Fall Tour, 10/20** – Holly Laird informed the Board that the Fall Tour will be held on 10/20/2023.
- e. **Agricultural Conservation Technician Update** – Holly Laird informed the Board that the position is posted and gave an update on interested candidates.

NEW BUSINESS:

- a. **2024 Draft Budget** – Holly Laird provided the 2024 Draft Budget to the Board. The budget was sent to the budget committee prior to the meeting. Comments should be directed to Holly Laird prior to the October meeting.
- b. **Healthcare** – Holly Laird informed the Board that she met with a healthcare broker to get a quote for ACD employees for 2024. Dennis Hawley moved, seconded by Michelle Hickman to permit Holly to obtain healthcare quotes and select the best fit for ACD staff. Motion carried.

- c. **2023/24 QAB DGLVR Recommendation** – Michelle Hickman moved, seconded by Dennis Hawley to accept the recommendations of the DGLVR QAB. Motion carried.
- d. **Shipping Container** – Holly Laird asked the Board for direction on what to do with the existing shipping container at the current office building. Holly was instructed to get quotes to move the shipping container to the new office location and present them at the October meeting.
- e. **2024 PMRS Minimum Obligation Memo** – Holly Laird presented the Board with the 2024 PMRS MMO.

DISCUSSION/ANNOUNCEMENTS: Holly Laird invited the Board to assist ACD staff to plant trees in a riparian buffer at Armsdale. Holly Laird also requested guidance from the Board regarding solar farms and if ACD should provide reputable information to landowners regarding solar farms.

CORRESPONDENCE: Holly Laird provided the Board with a flyer for a workshop at the ODC on October 7th covering water conservation; both Holly and Jennifer of ACD will be at the event.

AGENCY REPORTS: Agency/staff activity reports were mailed/emailed to the Board. Denny DiOrio provided a written update from NRCS. Andrea Verobish of Congressman Thompson’s office informed the Board of the status of the USACE remediation work at the shallow land disposal area in Parks Township. Susannah Harris expanded upon the DEP Talking Points provided to the Board, including Director nominations, REAP, and upcoming training opportunities.

COOPERATOR AGREEMENTS – None

E&S CONTROL PLAN REVIEWS: The E&S control plans were presented to the Board. Michelle Hickman moved with Dennis Hawley seconding the approval of the plans as their status indicates. Motion carried.

Erosion and Sediment Plans September 2023 Meeting

<u>Date</u>	<u>Name</u>	<u>Twp.</u>	<u>Comments:</u>	<u>Rev. By</u>	<u>Status</u>
8/12/2022	Kiskiminetas Township Firehall	Kiskiminetas	NOT	KR	In Progress
4/20/2023	Ford City Dollar General	Manor	PAC030050	KR	Approved
5/31/2023	Northpointe Village PRD	South Buffalo	PAD030006	KR	In Progress
6/16/2023	Emerald City Gymnastics	East Franklin	PAC030052	KR	In Progress
7/17/2023	White Rock Road Relocation	South Buffalo	PAC030034, A-1	KR	Approved
8/1/2023	Family Dollar - NuMine	Cowanshannock	PAC030053	KR	In Progress
8/7/2023	Lucerne 3A/Waterworks Passive Treatment System	White TWP (Indiana County)	PA320006C	KR	In Progress
8/24/2023	Big Pine Compressor Station Solar	Gilpin	PAC030054	KR	In Progress
9/1/2023	Shields Pipeline	West Franklin	NOT	KR	In Progress
9/5/2023	K&D Truck Repair Waste Site	Plumcreek	23-ES-15	KR	In Progress
9/5/2023	Sara Pence Project	East Franklin	NOT	KR	In Progress

NM PLAN REVIEWS: None

PUBLIC COMMENT PERIOD: Michelle Hickman inquired about an AMD site in Sugarcreek Township; Holly Laird informed her that DEP was contacted and has declined to take action at this time.

NEXT MEETING: The Chairman announced that the next meeting of the Board of Directors will be held at 7:00 pm on October 18, 2023 in the Conference Room of 120 South Grant Avenue, Kittanning, PA 16201.

ADJOURNMENT: Hearing no further business to come before the board, Andrew Kimmel declared the meeting adjourned at 7:56 pm

Respectfully Submitted,

*Holly A. Laird
District Manager
Armstrong Conservation District*