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October 18, 2023 Minutes

CALL TO ORDER: The public meeting was called to order by Chairman Andrew Kimmel at 7:06 pm.

PRESENT: Those present were: Directors Andrew Kimmel, DeJay Claypoole, Michelle Hickman, Dennis Hawley, Mike Daquilante and Spurgeon Shilling; Associate Directors Jay Hogg, John Linkes, and Rocco Ali; ACD District Manager Holly Laird; NRCS District Conservationist Dennis DiOrio; and Armsdale Building Coordinator Dave Rupert.

PUBLIC COMMENT on AGENDA ITEMS: None

MINUTES: Denny Hawley moved, with Mike Daquilante seconding the approval of the minutes of the September 20, 2023 meeting as presented. Motion carried.

TREASURER'S REPORT: Michelle Hickman moved with Denny Hawley seconding the approval of the Treasurer's report as presented, that the outstanding bills be paid, 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: the entrance doors will not arrive until the end of November; and a projected move date is mid-January.
 - a. **Plaques** – Denny Hawley moved seconded by Michelle Hickman to order the plaques as were presented. Motion carried.
 - b. **West Penn Power Easement** – Snyder Bros. reached out to Holly Laird to gain permission for West Penn Power to be granted an easement on the Armsdale property to run electric to the Callas well pad. Mike Daquilante moved, seconded by Denny Hawley to grant the easement to West Penn Power. Motion carried.
 - c. **Maintenance Services** – Michelle Hickman moved, seconded by Mike Daquilante to have Holly pursue quotes for cleaning, handyman services, snow removal and other maintenance services for the Armsdale Center. Motion carried.
- b. **ACAP Update** – Holly provided an update to the Board on the ACAP program.
- c. **Shipping Container** – Denny Hawley moved, seconded by Michelle Hickman to have Terry Smith move the shipping container to Armsdale and authorized her to pay him up to \$300.00. If Terry refuses payment, Holly is authorized to make a donation to the Worthington-West Franklin Firehall in lieu of payment. Motion carried.
- d. **Fall Tour, 10/20** – Holly reminded the Board of the Fall Tour being held on 10/20 and went over the itinerary.
- e. **Agricultural Conservation Technician Update** – Holly informed the Board that the position is posted and gave an update on interested candidates.

- f. **2024 Budget Adoption** – Holly Laird presented the 2024 draft budget to the Board of Directors at the September meeting for review and comment. Michelle Hickman moved, seconded by DeJay Claypoole to accept the 2024 budget as presented. Motion carried.
- g. **Healthcare** – Holly informed the Board that 2024 healthcare rates would be made available very soon and she will present them to the Board at the November meeting.

NEW BUSINESS:

- a. **Resource Conservationist Employment Recommendation** – Michelle Hickman moved, seconded by Mike Daquilante to approve the recommendations of the personnel committee to confirm permanent full-time status for Jennifer Jack, Resource Conservationist and adjust her salary as discussed. Motion carried.
- b. **Ameriflex Cafeteria Plan Resolution Adoption** – Michelle Hickman moved, seconded by Denny Hawley to pass the resolution for the pre-tax benefit cafeteria plan through Ameriflex. Motion carried.
- c. **2024 Draft Action Plan** – Holly Laird provided the draft 2024 Action Plan to the Board to review and comment on. The Board may plan to accept the 2024 Action Plan at the November meeting.
Farmland Preservation MOU – Denny Hawley moved, seconded by Mike Daquilante to accept the MOU between ACD and the Armstrong County Farmland Preservation Board for 2024. Motion carried.
- d. **December Dinner Meeting** – Mike Daquilante moved, seconded by Michelle Hickman to move the December Public Meeting to December 13th at 5:30 pm and to change the location to Crystal's Café. Motion carried.

DISCUSSION/ANNOUNCEMENTS: Holly informed the Board that staff evaluations will be conducted on November 3, 2023 if any directors would like to attend.

CORRESPONDENCE: None

AGENCY REPORTS: Agency/staff activity reports were mailed/emailed to the Board. Denny DiOrio provided an update from NRCS including the status of CSP payments and the EQIP program. John Linkes provided an update from Roaring Run and Kiski Watershed Associations and their plans for the annual race to the moon, and the Kiski River sweep where 85 tires were removed from the river.

COOPERATOR AGREEMENTS – None

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

Erosion and Sediment Plans October 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 |
| 5/31/2023 | Northpointe Village PRD | South Buffalo | PAD030006 | KR | In Progress |
| 6/16/2023 | Emerald City Gymnastics | East Franklin | PAC030052 | KR | In Progress |
| 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 | Approved |
| 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 | Approved |
| 9/18/2023 | SR 2001, Section 151 WLR | Rural Valley | 23-ES-16 | KR | Approved |

NM PLAN REVIEWS: None

PUBLIC COMMENT PERIOD: None

NEXT MEETING: The Chairman announced that the next meeting of the Board of Directors will be held at 7:00 pm on November 15, 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 7:51 pm.

Respectfully Submitted,

Holly A. Laird
District Manager
Armstrong Conservation District