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## November 15, 2023 Minutes

**CALL TO ORDER:** An executive session for personnel matters was held from 6:00 pm to 7:00 pm. The public meeting was called to order by Chairman Andrew Kimmel at 7:05 pm.

**PRESENT:** Those present were: Directors Andrew Kimmel, DeJay Claypoole, Dennis Hawley, Mike Daquilante and Spurgeon Shilling; Associate Director Jay Hogg; ACD District Manager Holly Laird; NRCS District Conservationist Dennis DiOrio; ACD Armsdale Building Coordinator Dave Rupert; DEP Field Rep Susannah Harris; and PAFBC WCO Logan Opfer.

**PUBLIC COMMENT on AGENDA ITEMS:** None

**MINUTES:** Denny Hawley moved, with Spurgeon Shilling seconding the approval of the minutes of the October 18, 2023 meeting as presented. Motion carried.

**TREASURER'S REPORT:** Spurgeon Shilling 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, the gas is on in the building, and the ceiling is currently being installed.
  - a. **Maintenance Services** – Holly Laird provided an update on the maintenance quotes she has received so far and will continue to solicit quotes.
  - b. **PSE Lease Agreement** – Spurgeon Shilling moved, seconded by Mike Daquilante to permit Holly Laird to execute the lease agreement with Penn State Extension after legal review by Ty Heller. Motion carried. Mike Daquilante moved, seconded by Denny Hawley to purchase furniture for the large group room and small conference room at the Armsdale Center under the agreement that Penn State Extension will reimburse the cost. Motion carried.
- b. **Shipping Container** – Holly informed the Board that Terry Smith relocated the shipping container from the current office to the Armsdale Center. Spurgeon Shilling moved, seconded by Mike Daquilante to donate \$300.00 to the Worthington West Franklin Firehall in lieu of payment to Terry Smith. Motion carried.
- c. **Agricultural Conservation Technician Update** – Holly provided an update to the Board on the candidate search. This item will be further addressed at a later meeting.

- d. **Healthcare** – Holly informed the Board of healthcare options for 2024. Spurgeon Shilling moved, seconded by Mike Daquilante to permit Holly to select the healthcare plan for ACD employees in 2024. Motion carried.
- e. **December Meeting, 12/13 @ 5:30 pm** – Holly Laird informed the Board of the December meeting and provided a copy of the invitation.
- f. **2024 Action Plan Adoption** – Spurgeon Shilling moved, seconded by Denny Hawley to adopt the 2024 Action Plan as presented. Motion carried.

**NEW BUSINESS:**

- a. **Personnel Committee Report** – Denny Hawley moved, seconded by Spurgeon Shilling to accept the recommendations of the Personnel Committee. Motion carried. The recommendations of the personnel committee are filed with the minutes of the meeting.
- b. **2024 Tree and Seedling Sale** - Holly Laird provided an update to the Board regarding the 2024 tree sale. Order pick-up day will be April 13<sup>th</sup> at Lenape Technical School.

**DISCUSSION/ANNOUNCEMENTS:** None

**CORRESPONDENCE:** None

**AGENCY REPORTS:** Agency/staff activity reports were mailed/emailed to the Board. Denny DiOrio provided an update from NRCS including job duty updates for himself and his staff, additional funding for cover crops, and CSP re-enrollment. Susannah Harris provided an update from DEP including new guidelines for non-point source pollution grants.

**COOPERATOR AGREEMENTS** – None

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

## Erosion and Sediment Plans November 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
9/5/2023	K&D Truck Repair Waste Site	Plumcreek	23-ES-15	KR	Approved
10/12/2023	Cast Iron Water Line Replacement Project	Ford City Borough & Manor	PAC030055	KR	In Progress
10/24/2023	SR 1033 Johnston Ave Slide Waste Site	Boggs	23-ES-17	KR	Approved
11/1/2023	Parker Area Authority Water Treatment Plant Improvements	Parker	23-ES-18	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 5:30 pm on December 13, 2023 at 134 South Grant Avenue, Kittanning, PA 16201.

**ADJOURNMENT:** Hearing no further business to come before the board, Andrew Kimmel declared the meeting adjourned at 7:36 pm.

Respectfully Submitted,

*Holly A. Laird  
District Manager  
Armstrong Conservation District*