



November 20, 2024 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 7:01 pm.

PRESENT: Those present were: Directors Andrew Kimmel, Dennis Hawley, Michelle Hickman, DeJay Claypoole, and Commissioner John Strate; Associate Director Jay Hogg and Rocco Ali; ACD District Manager Holly Laird; and NRCS District Conservationist Dennis DiOrio.

PUBLIC COMMENT on AGENDA ITEMS: None

MINUTES: Denny Hawley moved with Michelle Hickman seconding the approval of the minutes of the October 16, 2024 meeting as presented. Motion carried.

TREASURER'S REPORT: Michelle Hickman moved with Denny Hawley seconding the approval of the Treasurer's report as presented, to pay the outstanding bills, and that the treasurer's report be filed for audit. Motion carried.

OLD BUSINESS:

a. Armsdale Update –

- a. Tenant Update – Advertise Lease** – Holly presented a draft lease advertisement to the Board. Commissioner John Strate moved, seconded by Michelle Hickman to use the advertisement to lease the remaining office space at the Armsdale Center. Motion carried.
- b. Snow Plowing Quotes** – Holly Laird presented a snow plowing quote from Armstrong County Public Works Department. Denny Hawley moved, seconded by DeJay Claypoole to accept the quote. Motion carried.
- b. PMRS Update** – Holly informed the Board that Marsico Financial is preparing amended W-2's and ACD tax returns. Holly will continue to update the Board on this matter.
- c. December Dinner Meeting** – Holly reminded the Board of the December Dinner Meeting on 12/18 and that RSVPs are due 12/6.
- d. 2025 Action Plan Adoption** – Michelle Hickman moved, seconded by Denny Hawley to adopt the 2025 Action Plan as presented. Motion carried.

NEW BUSINESS:

- a. Personnel Committee Report** – Commissioner John Strate moved, seconded by Michelle Hickman 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. Agricultural Technician Employment Recommendation** – Denny Hawley moved, seconded by DeJay Claypoole to approve the recommendations of the personnel

committee to confirm permanent full-time status for Emily Rahalla, Agricultural Technician. Motion carried.

- c. **Healthcare** – Michelle Hickman moved, seconded by DeJay Claypoole to keep the UPMC healthcare, vision, and dental insurances for 2025 as well as the existing HRA account. Motion carried.
- d. **Armsdale Center Room Reservation Policy** – Holly Laird presented a draft Armsdale Center Room Reservation Policy to the Board at the October meeting. Commissioner John Strate moved, seconded by DeJay Claypoole to accept the policy. Motion carried.
- e. **Tree and Seedling Sale** – Holly Laird provided an update to the Board regarding the 2025 tree sale. Order pick-up day will be April 12th at Lenape Technical School.
- f. **Grant Document Authorization for ARPA Capital Projects Fund *Multi-Purpose Community Facilities Program and Congressionally Directed Spending Program*** – Denny Hawley moved, seconded by Commissioner John Strate to permit Holly Laird to authorize and execute any necessary paperwork pertaining to these two grants. Motion carried.
- g. **Designate Building Committee for the Agricultural Education Center** – Denny Hawley moved, seconded by Michelle Hickman to create a committee for the Agricultural Education Center. The committee will include Denny Hawley, Michelle Hickman, and Jay Hogg. Motion carried.

DISCUSSION/ANNOUNCEMENTS: Holly provided the Board with a draft floor plan for the Agricultural Education Center and an update on the project; the Board will let Holly know of any suggestions/comments they have regarding the building. Holly provided the Board with an invitation to the Southwest PA Soil Health Conference, board members should let Holly know if they'd like to register.

AGENCY REPORTS: Agency/staff activity reports were mailed/emailed to the Board. Dennis DiOrio updated the Board on EQIP and CSP funding and staffing updates.

COOPERATOR AGREEMENTS – None

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

Erosion and Sediment Plans November 2024 Meeting					
<u>Date</u>	<u>Name</u>	<u>Twp.</u>	<u>Comments:</u>	<u>Rev. By</u>	<u>Status</u>
9/11/2024	SR 0028-112 (Goheenville Dip)	Boggs	PAC030019, A2 Renewal NOI	KR	In Progress
9/23/2024	Main Entrance Loop Mod. (Apollo- Ridge Elem.)	Kiskiminetas	24-ES-12	KR	Approved
9/30/2024	Freeport Fill Site	South Buffalo	PAC030041 Renewal NOI	KR	In Progress
10/16/2024	Kittanning East Self-Storage Site	Manor	PAC030043 Renewal NOI	KR	In Progress
10/16/2024	Mahoning Township Municipal Authority Water System Improvements Project	Mahoning	NOT	KR	Approved
10/28/2024	Houser Fill Site	Wayne	PAC030049 Renewal NOI	KR	In Progress
10/28/2024	Yatesboro Water Treatment Plant Sanitary Sewer Connection	Cowanshannock	PAC030047 Renewal NOI	KR	In Progress
10/29/2024	Big Pine Compressor Station Solar	Gilpin	PAC030054 Renewal NOI	KR	In Progress
10/31/2024	Long Term Control Plan Phase 1 Improvements	Freeport Borough	PAC030003, A1 Renewal NOI	KR	In Progress

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 18, 2024 at 134 South Grant Avenue, Kittanning, PA 16201.

ADJOURNMENT: Hearing no further business to come before the board, Chairman Andrew Kimmel declared the meeting adjourned at 7:43 pm.

Respectfully Submitted,

Holly A. Laird
District Manager
Armstrong Conservation District