



124 Armsdale Road, Suite 1
Kittanning, PA 16201

TEL 724-548-3425
EMAIL conservation@co.armstrong.pa.us
WEB www.armstrongcd.org

September 17, 2025 Minutes

CALL TO ORDER: The public meeting was called to order by Chairman Andrew Kimmel at 7:00 pm.

PRESENT: Those present were: Directors Andrew Kimmel, DeJay Claypoole, Denny Hawley, and Spurgeon Shilling; Associate Directors Jay Hogg, Ben Kimmel, and John Linkes (via zoom); NRCS DC Denny DiOrio; PFBC WCO Kyle Wirick; Melissa Scheaffer from Orphans of the Storm; and ACD District Manager Holly Laird.

PUBLIC COMMENT on AGENDA ITEMS: None

MINUTES: Spurgeon Shilling moved, with Denny Hawley seconding the approval of the minutes of the July 23, 2025 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. Holly also informed the Board of expenses related to issues with the F-250 and an update on the County IT Department's billing policy.

OLD BUSINESS:

- a. **Armsdale Update** – Holly provided a written update to the board about the Armsdale building including an update regarding the insurance claim for the HVAC system; an update on maintenance items, and a status update on the RACP grant.
- b. **PMRS Update** – Holly provided an update to the board regarding PMRS. No action was taken on this item.
- c. **Agricultural Education Center Update** – Holly provided a written update to the Board regarding the status of the AEC. A building committee meeting is scheduled for 10/2. Holly requested that the Board let her know of any local contractors that should be notified when the AEC is put out for public bid. Denny Hawley moved with Spurgeon Shilling seconding a motion to permit Holly to file the remaining paperwork for the USDA grant including but not limited to: Notice of Federal Interest, execute the grant agreement, assurance agreement, and ACH Vendor/Misc. Payment Enrollment Form. Motion carried.
- d. **Awards Banquet** – Holly updated the Board on the annual awards banquet which will be held on 10/24 at the Worthington Firehall. All committees have made their award recipient selections.
- e. **OOTS Utility Easements** – Holly provided utility easements to the Board that were drafted by ACD's solicitor, Ty Heller. There are three easements: ACD to Orphans of the Storm for approximately 220 feet of gas line; ACD to Orphans of the Storm for approximately 30 feet of waterline; and ACD to People's Gas for approximately 565 feet of gas line. Spurgeon Shilling

moved, seconded by DeJay Claypoole to approve the easements and to have Holly execute them on ACD's behalf once accompanying drawings were received. Motion carried. The executed easements will remain on file at the ACD office.

NEW BUSINESS:

- a. **2026 Draft Budget** – Holly provided the 2026 Draft Budget to the Board. The budget was sent to the budget committee prior to the meeting. Comments should be directed to Holly prior to the next meeting.
- b. **SCC UGWF Reserve Account and Special Projects Allocations** – Holly presented her recommendations for the use of FY 25/26 SCC Funds. Spurgeon Shilling moved, seconded by Denny Hawley to approve Holly's recommendation of allocating \$50,000.00 to the SCC Reserve Account and \$12,000.00 to the Special Projects category. Motion carried.
- c. **2026 PMRS Minimum Obligation Memo** – Holly presented the Board with the 2026 PMRS MMO.
- d. **ACAP Applications for Funding** – The ACAP Advisory Board has recommended funding the ACAP Applications of Robert Wilds, Three Cheers Farm, and seven cover crop applications. Spurgeon Shilling moved, seconded by DeJay Claypoole to accept this recommendation. The ACAP Advisory Board recommendation is attached to the minutes. Motion carried.
- e. **Fall Elected Officials Tour, 10/10** – Holly reminded the Board that the Fall Elected Officials' Tour will be held on 10/10.
- f. **Farmland Preservation MOU** – Denny Hawley moved, seconded by DeJay Claypoole to accept the MOU between ACD and the Farmland Preservation Board for 2026. Motion carried.
- g. **Ameriflex Cafeteria Plan Resolution Adoption** – Spurgeon Shilling moved, seconded by Denny Hawley to pass the resolution for the pre-tax benefit cafeteria plan through Ameriflex. Motion carried.
- h. **New GPS for vehicles** – Holly obtained a quote for new GPS units in the District vehicles. The Board did not take action on this item at this time.

DISCUSSION/ANNOUNCEMENTS:

Holly provided an announcement to the Board about the Drone Cover Crop workshop that will take place on September 19th at Jay Hogg's farm and about the litter pick-up at Keystone Lake on October 19th.

AGENCY REPORTS: Agency/staff activity reports were mailed/emailed to the Board. WCO Kyle Wirick provided an update on Sportsman's Ramp Road that provides access to Mahoning Lake. Denny DiOrio informed the Board that NRCS is wrapping up their fiscal year and will be looking at cover crops. John Linkes informed the Board of the date for the Ohio River Sweep.

COOPERATOR AGREEMENTS – None.

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

Erosion and Sediment Plans September 2025 Meeting

<u>Date</u>	<u>Name</u>	<u>Twp.</u>	<u>Comments:</u>	<u>Rev. By</u>	<u>Status</u>
12/9/2024	Armstrong JS/HS Athletic Facilities	Manor	PAG02000312005R NOT	KR	In Progress
12/9/2024	West Shamokin High School Field Renovations	Cowanshannock	PAC030010 NOT	KR	In Progress
6/19/2025	Demolition of Sugarcreek Elementary School	Sugarcreek	PAD030008	KR	In Progress
6/20/2025	Stronghold Roofing Headquarters	Parks	PAC030060	KR	Approved
7/8/2025	Copeland Solar	Burrell	PAC030061	KR	In Progress
7/18/2025	Emerald City Gymnasium	Valley	25-ES-03	KR	Approved
7/18/2025	SR 422-19B Margaret Road Intersection	Plumcreek	PAD030005 NOT	KR	In Progress
8/1/2025	Piney-Seward and Erie South-Piney 115kV Transmission Line Project	Redbank	PAD830002	KR	In Progress
8/8/2025	White Rock Road	South Buffalo	PAC030034 NOT	KR	In Progress
8/8/2025	Srader Grove Waterline	South Buffalo	PAC030025 NOT	KR	In Progress
8/8/2025	Fox hollow Sanitary Sewer Extension Project	East Franklin	PA030001C NOT	KR	In Progress

NM PLAN REVIEWS: DeJay Claypoole moved seconded by Denny Hawley to acknowledge the voluntary Act 38 NMP withdrawals of Todd Culp and Justin Yeany. Motion carried.

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 October 15, 2025 at 124 Armsdale Road, Kittanning, PA 16201.

ADJOURNMENT: Hearing no further business to come before the board, Andrew Kimmel declared the meeting adjourned at 7:58 pm.

Respectfully Submitted,

*Holly A. Laird
District Manager
Armstrong Conservation District*