



124 Armsdale Road, Suite 1
Kittanning, PA 16201

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

November 19, 2025 Minutes

CALL TO ORDER: A personnel committee meeting was held from 5:45 pm to 6:15 pm. An executive session for personnel matters was held from 6:15 pm to 6:45 pm. The public meeting was called to order by Chairman Andrew Kimmel at 7:01 pm.

PRESENT: Those present were: Directors Andrew Kimmel, Michelle Hickman, Mike Daquilante, Denny Hawley and Spurgeon Shilling; Associate Directors Rocco Ali and John Linkes (via zoom); NRCS District Conservationist Denny DiOrio; and ACD District Manager Holly Laird.

PUBLIC COMMENT on AGENDA ITEMS: None

MINUTES: Spurgeon Shilling moved, with Michelle Hickman seconding the approval of the minutes of the October 15, 2025 meeting as presented. Motion carried.

TREASURER'S REPORT: Spurgeon Shilling moved with Michelle Hickman 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** – Holly provided an update to the Board stating that Erie Insurance is still working to process our insurance claim for the HVAC units.
- b. **PMRS Update** – Holly provided an update to the board regarding PMRS after speaking with Marsico Financial. 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. No action was taken on this item.
- d. **December Dinner Meeting, 12/17 @ 5:30 pm** – Holly reminded the Board of the December dinner meeting on 12/17 and that RSVPs are due 12/4.
- e. **2026 Action Plan Adoption** – The Board had additional suggestions for the 2026 Action plan and directed Holly to incorporate those changes and present the amended 2026 Action Plan for adoption at the December 17th meeting.

NEW BUSINESS:

- a. **Personnel Committee Report** – Michelle Hickman 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. **2026 Healthcare** – Denny Hawley moved, seconded by Mike Daquilante to retain the same health, vision, and dental insurances as 2025 and to continue the existing HRA plan. Motion carried.
- c. **Tree and Seedling Sale** – Holly provided an update to the Board regarding the 2026 tree sale. Order pick-up day will be April 11th at Lenape Technical School.
- d. **2026 Meeting Times** – Spurgeon Shilling moved, seconded by Denny Hawley to hold the January, February, March, and April Public Board Meetings at 6:00 pm; the May, June, July, August, September, October, and November meetings at 7:00 pm; and the December meeting at 5:30 pm; all meetings will be at the ACD Office located at 124 Armsdale Road, Kittanning, PA 16201. Motion carried. Holly will ensure that the proper Sunshine Notice is advertised.
- a. **Director Memorial – DeJay Claypoole** – The Board discussed a memorial for DeJay Claypoole and directed Holly to look into a plaque that could be added to when the Board decides.
- b. **MOU Collective Impact Initiative Working Group (Greater PGH Food Bank)** – Spurgeon Shilling moved, seconded by Denny Hawley to enter into an MOU with the Greater Pittsburgh Community Food Bank as a member of their Collective Impact Initiative Working Group. This MOU will be reviewed on an annual basis. Motion carried.

DISCUSSION/ANNOUNCEMENTS:

Holly informed the Board of the process and timeline to fill the Director vacancy and has been in contact with Karen Notto the Chief Clerk for Armstrong County.

AGENCY REPORTS: Agency/staff activity reports were mailed/emailed to the Board. Dennis DiOrio informed the Board that the NRCS is back up and running after the federal government shutdown.

COOPERATOR AGREEMENTS – None.

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

Erosion and Sediment Plans November 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	Approved
12/9/2024	West Shamokin High School Field Renovations	Cowanshannock	PAC030010 NOT	KR	Approved
6/19/2025	Demolition of Sugarcreek Elementary School	Sugarcreek	PAD030008	KR	In Progress
7/8/2025	Copeland Solar	Burrell	PAC030061	KR	In Progress
8/1/2025	Piney-Seward and Erie South-Piney 115kV Transmission Line Project	Redbank	PAD830002	KR	In Progress
9/9/2025	Dollar General- Dayton, PA	Wayne	PAC030062	KR	In Progress
9/9/2025	Ford City Dollar General	Manor	PAC030050 NOT	KR	Approved
9/25/2025	C&G Holsters	Cowanshannock	PAC030056 NOT	KR	Approved
10/1/2025	SR 28 Goheenville Dip	Boggs & Wayne	PAC030019 NOT	KR	Approved
10/8/2025	Graff Bridge Pump Pad	Manor	25-ES-04	KR	Approved
10/22/2025	Emerald City Gymnastics	East Franklin	PAC030052 NOT	KR	Approved
10/28/2025	Former Ford City Facility Slurry Lagoon 2024 Site Improvements	Cadogan & North Buffalo	24-ES-13, A-2	KR	Approved
11/5/2025	LN-19 Replacment Project	Kiskiminetas & Burrell	ESG83002500-00	KR	In Progress
11/7/2025	CM 30299 HP-101 & HP-200	Sugarcreek	PAC030063	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 17, 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 7:55 pm.

Respectfully Submitted,

*Holly A. Laird
District Manager
Armstrong Conservation District*