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January 21, 2026

CALL TO ORDER: The public meeting was called to order by Chairman Andrew Kimmel at 6:02 pm.

PRESENT: Those present were: Directors Andrew Kimmel, Michelle Hickman, Denny Hawley, Jay Hogg, and Commissioner John Strate. Associate Director Rocco Ali; NRCS District Conservationist Denny DiOrio; PFBC WCO Kyle Wirick, Troy Goldstrohm, and ACD District Manager Holly Laird.

PUBLIC COMMENT on AGENDA ITEMS: None

Report of the Nominating Committee – Election of Officers/Oath of Office – The Nominating Committee recommended the following slate of officers for 2026: Chairman – Andrew Kimmel; Vice-Chair – Michelle Hickman, and Secretary/Treasurer – Spurgeon Shilling. Commissioner John Strate moved to close the nominations and to elect the 2026 slate of officers as recommended by the committee, seconded by Michelle Hickman. Motion carried. Commissioner John Strate swore Jay Hogg in as a Conservation District Director after his board appointment at the Armstrong County Commissioner's meeting on January 15th.

MINUTES: Denny Hawley moved, with Jay Hogg seconding the approval of the minutes of the December 17, 2025 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. Holly provided explanation on an ACAP transfer, an update on the mortgage balance, and the county allocation for 2026.

OLD BUSINESS:

- a. **Appointment of Alternate Recording Secretary, Assistant Treasurer, and Alternate Assistant Treasurer** - Michelle Hickman moved, seconded by Commissioner John Strate to appoint Holly Laird as Recording Secretary and Jennifer Jack as Alternate Recording Secretary/Assistant Treasurer, Kodie Rearick as Alternate Assistant Treasurer and to approve the following individuals to be authorized signers with Elderton State Bank: Spurgeon Shilling as the Board Member Treasurer, Michelle Hickman as the Alternate Board Member/Vice-Chair, Andrew Kimmel as the Board Chairman, Jennifer Jack as Assistant Treasurer, and Kodie Rearick as Alternate Assistant Treasurer. Motion carried.
- b. **Selection of Financial Institution/Bank Accounts/Line of Credit** – Denny Hawley moved, seconded by Michelle Hickman to keep the bank accounts, LOC and mortgage at Elderton State Bank and PA Invest accounts. Motion carried.

- c. **Approval of Credit and Purchasing Cards** – Michelle Hickman moved, seconded by Jay Hogg to approve the existing Master Card credit cards for staff and fuel purchasing cards (WEX and Snyder's). Motion carried.
- d. **Organizational Appointments/Committee Assignments** – Michelle Hickman moved, seconded by Denny Hawley to make the committee appointments as reflected in the attached 2026 Committee Assignment document. Motion carried.
- e. **Armsdale Update** – Holly informed the Board of ongoing HVAC concerns in the building.
- f. **PMRS Update** – Holly provided an update to the board regarding the PMRS issue. Denny Hawley moved with Michelle Hickman seconding to have McCall, Scanlon, and Tice work to correct the issue. Motion carried.
- g. **Agricultural Education Center Update** – Holly informed the Board that the bid package is under review by USDA and we are awaiting approval to put the project out for bid. Holly requested the Board to notify her of anyone No action was taken on this item.

NEW BUSINESS:

- a. **Associate Director Appointments** – Denny Hawley moved, seconded by Commissioner John Strate to approve the associate directors as presented: Rocco Ali, Ben Kimmel, John Linkes, Troy Goldstrohm, and John Bennett. Motion carried. Anyone expressing interest in becoming an Associate Director is encouraged to inform the ACD Board.
- b. **State Ethics Conflict of Interest Forms** – As per State Conservation Commission and State Ethics Commission guidance, Statement of Financial Interests (SEC-1) forms were distributed. Forms are due by May 1 of each year for persons that hold a public position as well as the year following termination of service. Forms for the calendar year 2025 are due to be filed by May 1, 2026. This item will remain as an agenda item until May 1, 2026.
- c. **USA MC LLC – Cleaning Increase** – Commissioner John Strate moved, seconded by Denny Hawley to increase the monthly cleaning rate to \$950/month. Motion carried.
- d. **2026 Tree Sale Update – 4/11** – Holly provided an update on the 2026 Tree Sale stating that we are currently taking orders and pick-up day is 4/11 at Lenape Tech.
- e. **Legislative Breakfast 3/13** – Holly was directed to schedule the Legislative Breakfast at the office for 3/13. Invitations will be sent out.
- f. **Envirothon 4/22** – Holly informed the Board of the date of the 2026 Envirothon, 4/22.

DISCUSSION/ANNOUNCEMENTS:

Holly informed the Board of ACAP spending deadlines. Holly informed the Board of a Director Workshop on March 18, interested board members should tell Holly if they wish to attend. A discussion was held about the December dinner meeting. Rocco asked a question regarding a pipeline replacement project. Holly updated the board on the farmland preservation program.

AGENCY REPORTS: Agency/staff activity reports were mailed/emailed to the Board. Dennis DiOrio informed the Board of a Regenerative Agriculture initiative that NRCS has currently. Commissioner John Strate gave a report on the PA Farm Show and PA preferred projects. PFBC WCO Wirick gave an update on the Mahoning Road project.

COOPERATOR AGREEMENTS – There were no cooperator agreements this meeting.

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 January 2026 Meeting

<u>Date</u>	<u>Name</u>	<u>Twp.</u>	<u>Comments:</u>	<u>Rev. By</u>	<u>Status</u>
6/19/2025	Demolition of Sugarcreek Elementary School	Sugarcreek	PAD030008	KR	Issued
7/8/2025	Copeland Solar	Burrell	PAC030061	KR	Issued
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	Issued
11/5/2025	LN-19 Replacment Project	Kiskiminetas & Burrell	ESG83002500-00	KR	In Progress
11/17/2025	RIDC - Armstrong Soil Borrow/Waste Site	South Buffalo	PAC030064	KR	In Progress
11/19/2025	Yatesboro Water Treatment Plant Sanitary Sewer Connection	Cowanshannock	PAC030047 NOT	KR	Approved
11/19/2025	Miller Hollow - Wetland Mitigation	Plumcreek	PAC030029 NOT	KR	Approved
11/19/2025	Houser Fill Site	Wayne	PAC030046 NOT	KR	Approved
12/2/2025	RIDC Armstrong Innovation Park Lots 23-25	South Buffalo	PA030001D Partial NOT	KR	Approved
12/5/2025	CM 30299 HP-101 & HP-200	Sugarcreek	PAD030009	KR	In Progress
12/29/2025	Smith Basketball	Plumcreek	25-ES-05	KR	In Progress
1/5/2026	Bergad Specialty Foams and Composites (Major Amendment)	Rayburn	PAC030014, A-1	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 6:00 pm on February 18, 2026 at 124 Armsdale Road, Kittanning, PA 16201.

ADJOURNMENT: Hearing no further business to come before the board, Andrew Kimmel declared the meeting adjourned at 7:02 pm.

Respectfully Submitted,

*Holly A. Laird
District Manager
Armstrong Conservation District*