

**POTTER COUNTY CONSERVATION DISTRICT  
107 MARKET STREET  
COUDERSPORT, PA 16915  
(814) 274-8411  
January 2, 2018**

The regular monthly meeting of the Board of Directors of the Potter County Conservation District was held on the above date in the conference room of the District Office. Earl Brown, Chairman called the meeting to order at 10:30 a.m., followed by the Invocation, given by Phil Lehman.

**Directors Present**

Earl Brown, Chairman  
Phil Lehman, Assistant Chairman  
Leroy White, Treasurer  
Jon Blass, Alternate Treasurer  
Doug Morley, Commissioner  
Kevin Smoker, Director  
Stan Hess, Director

**Others Present**

Jason Childs, District Manager  
Berty Kurtz, Administrative Assistant  
Jared Dickerson, Watershed Specialist  
Alex Veto, DGR/LV Project Specialist  
Bob Volkmar, Associate Director  
Chris Robbins, Associate Director  
Ashlynn Dunn, NRCS  
Justin Boatwright, PFBC

**Guest Speaker**

None

**Reorganization**

- **Swearing in of Directors**
  - Doug Morley was sworn in by Jason Childs, Conservation District Manager
  - Jon Blass was sworn in by Doug Morley, Commissioner Director
  - Earl Brown was sworn in by Doug Morley, Commissioner Director
  
- **Nomination of Officers**
  - Earl Brown was nominated for position of 2018 Chairman by Lehman/White. **Nominations were closed by Blass/Morley, carried unanimously, to approve appointment as presented.**
  - Phil Lehman was nominated for position of 2018 Vice Chairman by Blass/White. **Nominations were closed by White/Morley, carried unanimously, to approve appointment as presented.**
  - Leroy White was nominated for position of 2018 Treasurer by Lehman/Hess. **Nominations were closed by Morley/White, carried unanimously, to approve appointment as presented.**
  - Jon Blass was nominated for position of 2018 Alternate Treasurer by Lehman/White. **Nominations were closed by White/Smoker, carried unanimously, to approve appointment as presented.**
  - Berty Kurtz was appointed as Board Secretary at a compensation of \$50 per nightly meeting. **A motion was made by Morley/White, carried unanimously, to approve the appointment as presented.**

- **Associate Director Appointments**

- Bob Volkmar, Chris Robbins, Dr. Pete Ryan, and Matt Zehr acting as Associate Directors was discussed. Dave Saulter had stated previously that he was unable to continue in the Associate Director position at this time. Matt Zehr will be contacted by Jason Childs, District Manager, to encourage continued attendance at meetings. It is expected that Associate Directors attend at least seven meetings per year. **A motion was made by Hess/Lehman, carried unanimously, to approve the appointments as presented.**
- **Commissioner Director Morley left the meeting at this point due to other scheduled duties.**

### **Public Comment**

- Bob Volkmar stated that he appreciated the opportunity for him and Jared Dickerson to attend the Chesapeake Bay Workshop in December. Bob stated that he felt that they were actually doing some good work. A Lancaster farmer and a Warwick Township Supervisor were good speakers. A Land Studies group discussed “Economic Ecology”, which is basically managing stream and flood plains with an eye on both economics and ecology needs. There were collaborations between many organizations. Bob felt it was well worth the drive and the costs and should be contacted to present at local meetings in the future.

### **Minutes of the December 5, 2017 meeting**

- **A motion was made by Lehman/White, carried unanimously, to accept the December 5, 2017 minutes, as presented.**

### **Treasurer’s Report**

(Filed for later audit)

- Staff expenses as of December 26, 2017:  
Alex- \$0.00; Glenn - \$0.00; Jared - \$89.91; Jason - \$3.22; Casey-\$71.06, and Berty - \$11.27.

Total Staff Expenses: \$175.46

**A motion was made by White/Lehman, carried unanimously, to accept and approve the staff expenses as presented.**

- Director expenses as of December 31, 2017:  
Earl Brown-\$6.42; Phil Lehman-\$93.09; Leroy White-\$77.04; Jon Blass-\$21.40; Doug Morley-\$52.97; Stan Hess-\$17.66; Kevin Smoker-\$35.31; Dr. Pete Ryan-\$11.77; Bob Volkmar-\$40.13; David Saulter-\$0.00; Chris Robbins-\$30.50; and Matt Zehr-\$0.00.

Total Director Expenses-\$386.29

**A motion was made by Lehman/White, carried unanimously, to accept and approve the director expenses as presented.**

- Invoices over \$500 for review and approval:
  - Empire Tractor-6 hours mechanic time to present at no-till field day-\$651.55. Discussion focused on reason bill was so high. It was explained that bill was actually \$909.94 but Jason had discussed with them and got them to adjust to \$651.55. It was felt that since we had purchased drill from them that the charge should have been minimal. It was noted that they refused to quote us a price prior to meeting and that we will exercise more caution in future when dealing with them. **A motion was made by Lehman/Blass, carried unanimously, to accept and approve the invoice as presented.**

### **District Staff Reports**

Reported per attached.

Alex Veto updated Directors on DGR/LV projects completed in 2017 and noted that 2017 had 13 projects completed totaling \$700,000 to municipalities. There are 14 new projects slated for 2018 along with five from 2017 that weren't completed for various reasons.

### **Correspondence**

- PACD/SCC Winter Meeting-Toftrees Resort, State College, January 17-18 with Jason attending. \$160.00. **A motion was made by Lehman/White, carried unanimously, to approve the training attendance as presented.**
- Manure Management Manual (Train the Trainer), Clarion, January 23, 2018 with Casey attending. **A motion was made by Hess/Lehman, carried unanimously, to approve the training attendance as presented.**
- Acknowledgement of the 2018 Crop Year Act 38 Nutrient Management Plan for Four Winds Dairy, LLC. It was explained that because CAFO was submitted so late, it is acknowledged this year and next year plan will require approval. Four Winds Dairy has 1,207.9 acres of land in PA, with 2,193 animal units creating 1.82 AEU's. In addition, they have land in NY, which drops the AEU's to 1.14. They transport 1,978,000 gallons of manure to NY. Typically these are three year plans, but in order to be a timely plan, they must have a good plan submitted by the first of June to be approved on time by the end of September. **A motion was made by Lehman/Smoker, carried unanimously, to approve the acknowledgement as presented.**
- Casey passed her Nutrient Management Exam and is now provisionally certified in the Act 38 Nutrient Management Program.
- A thank you letter was received from Wildlife Leadership Academy.
- A letter explaining road maintenance issues was received by JKLM Energy

### **Old Business**

- None

## New Business

- 2018 Crops and Planting Clinic will be held January 26, 2018 at Tri-Town Fire Hall in Ulysses. It has been approved for 2.5 Nutrient Management CEC's as well as 2 Core and 2 Category Pesticide credits.

## Committee Reports

- Personnel Committee recommended that Casey Boyer be removed from Probationary Period and receive a salary increase of \$500.00. **A motion was made by Lehman/White, carried unanimously, to approve the recommendation as presented.**

## Cooperating Agencies

- **DEP – See attached.**
- **NRCS – See attached.** Ashlynn Dunn updated the Board on the eligibility in NRCS programs.
- **PACD – No report received in time for board meeting.**
- **PFBC-** Justin Boatwright stated that most of 2017 complaints had been completed. In Prouty, filling in of wetlands was discovered. Glenn went to remediate. Logging job in Notch using "blue line" as skid trail. Glenn and Justin worked to get cleared up. Galeton Boro doing draw downs on lake. Worked with DEP and PFBC to straighten out.

**Adjournment – A motion for adjournment was made by Lehman/Blass, carried unanimously, at 11:23 a.m.**

Respectfully submitted,  
Berty Kurtz

**NEXT REGULAR MEETING  
Tuesday, February 6, 2018, at 10:30 a.m. at the District Office Conference Room**