

# POTTER COUNTY CONSERVATION DISTRICT

107 Market Street  
Coudersport, PA 16915  
(814) 274-8411 ext. 4  
December 4th, 2018  
10:30 AM

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  
Stan Hess, Alternate Treasurer  
Doug Morley, Commissioner Director  
Phil Lehman, Farmer Director  
Chris Robbins, Farmer Director

## Others Present

Charlie Tuttle, Associate Director  
Dr. Pete Ryan, Associate Director  
Jaci Harner, DEP Field Representative  
Wendy Coons, NRCS  
Jason Childs, District Manager  
Emily Shosh, Communications and Outreach Advisor

## Guest Speaker

None

## Public Comment

None

## Minutes of the November 6<sup>th</sup>, 2018 meeting.

A motion was made by Lehman/Hess, carried unanimously, to accept the November 6<sup>th</sup>, 2018 meeting minutes as presented.

## Treasurer's Report

- Staff expenses as of: November 27<sup>th</sup>, 2018
  - Glenn - \$1.64; Jared - \$11.88; Jason - \$72.54; Emily - \$8.37
  - Total Staff Expenses: \$94.43
  - A motion was made by Lehman/Morley, carried unanimously, to accept and approve the staff expenses as presented.
  
- Invoices over \$500 for review and approval:
  - Coudersport Borough – West Second Street (LVR) - \$29,630.00. A motion was made by Lehman/Robbins, carried unanimously, to accept and approve the invoice as presented.
  - Clara Creek Inc. – Stream Project (PFBC) - \$8,532.50. A motion was made by Morley/Lehman, carried unanimously, to accept and approve the invoice as presented.
  - Treat Repair and Excavation – No-till Drill Maintenance - \$827.61.
    - Great Plains drill - \$206.20
    - John Deere drill - \$374.87
    - John Deere planter - \$246.54A motion was made by Lehman/Robbins, carried unanimously, to accept and approve the invoice as presented.
  - D.M. Gibble Excavating – Stepping Stone Ranch (Chesapeake Bay Special Projects) - \$24,840.00. A motion was made by Morley/Lehman, carried unanimously, to accept and approve the invoice as presented.

- Country Crossroads Feed and Seed (Black Oil Sunflower seed) - \$850.00. **A motion was made by Lehman/Morley, carried unanimously, to accept and approve the invoice as presented.**

### Staff Reports

- Attached

### Correspondence

- 2018 Rainfall data.
- Carter Stedman, Oswayo Valley, thank you letter for sponsorship to Wildlife Leadership Academy.
- Local Goods Guide Ad – ½ color page - \$295.00. **A motion was made by Lehman/Morley, carried unanimously, to accept and approve the ad placing as presented.**
- Envirothon Donation Request - \$100.00. **A motion was made by Robbins/Lehman, carried unanimously, to accept and approve the donation request as presented.**

### Old Business

None

### New Business

- 2019 District Board Meeting Schedule. **A motion was made by Lehman/Morley, carried unanimously, to accept and approve the schedule as presented.**
- 2019 District Holiday Schedule. **A motion was made by Morley/Lehman, carried unanimously, to accept and approve the schedule as presented.**
- 2019 Crops and Planting Clinic to be held on Friday, January 25<sup>th</sup>, 2019 at the Tri-Town Fire Hall, Ulysses, PA.
  - Suggestions for topics: Phil Lehman asked about an Industrial Hemp production talk
- Glenn Dunn II – Resource Conservation Technician report/updates.
  - Absence due to NCRO meeting regarding Big Level Wind project

### Committee Reports

- Personnel Committee recommends the hire of Andrew Mickey at an annual starting salary of \$33,000.00 for the Dirt and Gravel/Low Volume Roads Technician position.
  - Start date will be Wednesday, January 2<sup>nd</sup>, 2019.  
**A motion was made by Lehman/Morley, carried unanimously, to accept and approve the recommendation as presented.**

### Reports from Cooperating Agencies

- Jaci Harner, DEP
- Wendy Coons, NRCS
- Brenda Shambaugh, PACD
- Justin Boatwright, PFBC
- Nicole Santangelo, PSU Extension

### Adjournment

**A motion was made for adjournment by Lehman/Morley, carried unanimously, at 11:33 a.m.**

Respectfully Submitted By,

Jason B Childs & Emily Shosh  
Manager & Communications Outreach Advisor

**NEXT REGULAR MEETING  
Tuesday, January 8th, 2019, at 10:30 AM at the District Office Conference Room**