

POTTER COUNTY CONSERVATION DISTRICT

The Potter County Conservation District will provide leadership to ensure the protection of the natural resources of Potter County through project implementation, educational programs, technical assistance, and by fostering public and private partnerships.

**107 Market Street
Coudersport, PA 16915
(814) 274-8411 ext. 4
AGENDA
January 9th, 2024
10:30 AM**

1. Call to Order

2. Invocation

3. Reorganization

- Swearing in of Directors and Commissioner Director.
- *(A) Nomination of Officers: Chairman, Vice-Chairman, Treasurer, and Alternate Treasurer.
- *(A) Appointment of Board Secretary and compensation (\$50.00 per evening meeting).
- *(A) Associate Director appointments.
 - Dr. Peter Ryan, Betsy Long, Bart Ianson, Don Heiner, Tadd Ostroski, & Barry Hayman

4. Guest Speaker

- Jamie Ritter, Baker Tilly – 2022 Audit Report

5. Public Comment

6. *(A) Minutes of the December 5th, 2023 meeting.

7. Treasurer's Report

- Treasurer's report
- *(A) Staff expenses as of: December 27th, 2023
Morgan - \$0.00; Emily - \$0.00; Glenn - \$0.00; Jared - \$0.00; Jason – \$0.00
Total Staff Expenses: \$0.00
- *(A) Director expenses: As of December 31st, 2023
Earl Brown: \$15.72; Phil Lehman: \$151.96; Jon Blass: \$78.60; Barry Hayman: \$34.06; Stan Hess: \$57.64; Jeff Cady: \$167.68; Chris Robbins: \$70.74; Dr. Pete Ryan: \$7.21; Bart Ianson: \$52.40; Betsy Long \$43.23; CC Felker: \$0.00; Donald Heiner: \$0.00
Total Director Expenses: \$679.24

- Invoices over \$500 for review and approval (see attached):
 - *(A) Ulysses Township 50% advancement request – Horseshoe Road (DGR) Project - \$58,335.38

- *(A) Jerome Sasala final project payment (ACAP) - \$13,592.05
- *(A) Mike Grimes final project payment (ACAP) – up to \$111,365.17
- *(A) Bakertilly (2022 audit) - \$4,698.19
- *(A) Warner Brook Excavating – Trucking for Ag Lime (NFWF) - \$40,100.04

8. Staff Reports

- Attached

9. Correspondence

- *(A) Acceptance of the 2022 Financial Statements as prepared and presented by Baker Tilly.
- *(A) Genesee Township Dogtown DGR Project amendment request - \$23,833.75 for a total project cost of \$91,162.79.
- *(A) Guardian Vision, Dental, & Life Insurance renewal for 2024
 - No change in rates.
- Additional DGR funds received in the amount of \$67,736.75.
- Statement of Financial Interest Forms (Ethics Forms) – Please complete by March 5th board meeting.
- PA Game Commission is no longer eligible to receive DGLVR funds (see attached).

10. Old Business

11. New Business

- *(A) Committees appointments
 - Organizational Excellence and Personnel
 - Soil Conservation Including Regulations and Permitting
 - Water Resource Management
 - Land Use and Stewardship Committee (ACAP)
 - Education and Community Engagement
 - DGLVR QAB
- Discuss dates to hold a Land Use and Stewardship Committee meeting to discuss the ACAP Program.
- Glenn Dunn II – Resource Conservation Technician activities and updates.

12. Committee Reports

13. Reports from Cooperating Agencies

- Rachael Fish, DEP Field Rep.
- Amanda Murdock, NRCS
- Megan Zylinski, FSA
- Brenda Shambaugh, PACD
- Tom Watson, PFBC
- Nicole Thompson, PSU Extension
- Rondey Mee, PA Game Commission

14. Adjournment

Items may be added to the agenda.

Next Meeting Date: February 6th, 2024 at 10:30 AM.

