

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
July 2nd, 2024
7:30 PM**

1. Call to Order
2. Invocation
3. Guest Speaker
4. Public Comment
5. *(A) Minutes of the June 4th, 2024 meeting.
6. Treasurer's Report
 - Treasurer's report
 - *(A) Staff expenses as of: June 26th, 2024
Morgan - \$97.15; Emily - \$0.00; Glenn - \$63.50; Jared - \$0.00; Jason – \$0.00; Wyatt - \$9.38

Total Staff Expenses: \$170.03
 - *(A) Director Expenses as of: June 30th, 2024
Earl Brown: \$18.76; Phil Lehman: \$38.86; Jon Blass: \$107.20; Stan Hess: \$29.48; Robert Rossman: \$5.36; Jeff Cady: \$85.76; Chris Robbins: \$54.27; Dr. Pete Ryan: \$7.37; Bart Ianson: \$13.40; Betsy Long \$14.74; Tadd Ostroski: \$29.48; Donald Heiner: \$16.08; Barry Hayman: \$30.82

Total Director Expenses: \$451.58
 - Invoices over \$500 for review and approval (see attached):
 - *(A) 2 Dell XPS Desktop Computers – Jared/Emily - \$1,458.71 each
 - *(A) McKean Environmental Solutions LLC – (Eastern Region Cooperative Lands Grant) – invasive treatments) – \$1,674.00
 - *(A) David & Nelsa Risser ACAP Project – Preapproval for final payment up to - \$16,468.78
7. Staff Reports
 - Attached
8. Correspondence
 - *(A) FY 2024/25 CDFAP Application for Funding (see attached)

- *(A) FY 2024/25 ACT Application for Funding (see attached)
- *(A) FY 2024/25 Watershed Specialist Renewal (see attached)
- *(A) Forestry Days for Districts – Johnsonburg, PA – July 29-30, 2024 (Glenn, Emily, Jason) -\$75 total plus hotel
- *(A) PACD/SCC JAC – July 17-18, 2024 – State College (Jason and Stan) - \$530.00 plus Jason’s hotel
- *(A) Manager’s Summit – September 18-19, 2024 – State College (Jason) – no cost except hotel
- *(A) Potter County Association of Township Officials Convention Book Advertisement request
 - Full Page Color Ad - \$80.00
- *(A) Allegany Township – secondary contract for Gross Hollow Stream Crossing Project (DGR) to utilize remaining funds (drainage & DSA) - \$12,661.00
- *(A) Hector Township – Teed Hollow (DGR) Project amendment request for \$41,103.72
- *(A) Baker Tilly 2023 Independent Audit Engagement Letter
 - \$10,400.00 estimated cost

9. Old Business

- Conner Resig Co-Op request.
 - Possible opportunity to share duties between District and NRCS.

10. New Business

- *(A) Sharon Township (LVR) – Canada Hollow - \$29,308.80
 - Galetton Borough and Coudersport Borough both declined funding due to reduced amount and timing respectively.
- *(A) Jared Dickerson – Resignation Letter effective August 9th, 2024
- Jared Dickerson – Watershed/NM/ACAP activities and updates.

11. Committee Reports

- *(A) Personnel Committee – permission to advertise for and hire Watershed Specialist position
 - *(A) ACAP/ACT/Nutrient Management position?

12. 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

13. Adjournment

Items may be added to the agenda.

Next Meeting Date: August 6th, 2024 at 7:30 PM.