

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
March 4th, 2025
10:30 AM**

1. Call to Order
2. Invocation
3. Guest Speaker
4. Public Comment
5. *(A) Minutes of the January 7th, 2025 meeting.
6. Treasurer's Report
 - Treasurer's report
 - *(A) Staff expenses as of: February 26th, 2025
Morgan - \$0.00; Katie - \$0.00; Glenn - \$0.00; Tom - \$0.00; Jason – \$15.40

Total Staff Expenses: \$15.40
 - Invoices over \$500 for review and approval (see attached):
 - *(A) Meadowview Tree Farm LLC – Tree sale order deposit (25%) - \$1,239.81
7. Staff Reports
 - Attached
8. Correspondence
 - *(A) Potter County Housing and Redevelopment Authority – Lease Proposal (month to month)
 - *(A) ACAP Annual Conference – Harrisburg, PA (April 1-3) – Tom & Katie (\$55 each plus hotel)
 - *(A) NRCS List of EWP eligible sites (35 total).
 - March Board Development Video:
9. Old Business
 - Approval of ACAP Applications received for structural BMPs ranked as follows (tabled from previous meeting):
 - *(A) EdKo Farms Stream Crossing / Farm Lane Stabilization (210.3 pts) - \$200,000.00

- *(A) Lane Mortality Composting System (205.3 pts) - \$100,599.18
- *(A) Freeman Family Farm Grazing/Fencing Project (192.3 pts) - \$7,002.75
 - **Recommended not to be funded by the Land Use Committee.**
- *(A) Howard Agventures Stream Crossing and Farm Lane Stabilization (175.0 pts) - \$17,885.03

10. New Business

- *(A) Updated Public Comment Policy.
- Legislative Luncheon to be held Friday, March 21st, 2025 at the Susquehannock Lodge (10:00 AM – 1:00 PM)
 - Please RSVP by March 14th
- Tom Murphy – Watershed Specialist, Nutrient Management, and ACAP Program updates.

11. Committee Reports

- *(A) Revisit 2025 Committee List / restructure Land Use and Stewardship Committee.
- *(A) Land Use and Stewardship Committee policy changes/recommendations (see attached revised policy)
 - Required match contribution to be updated to: “Applicants will be responsible for providing, at minimum, 25% cash contribution of the ACAP requested amount for the project, if requesting under \$100,000.00. A 10% cash match, minimum, of the requested ACAP amount will be required for any project over \$100,000.00”.
 - Performing Work Section updated to include: “Any in-kind equipment and/or labor contributed to the project by the applicant will be calculated based on the FEMA Schedule of Equipment rates and current Prevailing Wage rate for a Class I Laborer for the work location respectively. Any labor associated with the project that is performed by the applicant will be considered as in-kind only and will not be considered as an eligible reimbursable expense”.
- *(A) EdKo Farms and Lane Farm ACAP projects to be required to meet 25% match minimum, or 10% minimum?

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: April 1st, 2025 at 7:30 PM.