

# 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  
April 1<sup>st</sup>, 2025  
7:30 PM**

1. Call to Order
2. Invocation
3. Guest Speaker
4. Public Comment
5. \*(A) Minutes of the March 4<sup>th</sup>, 2025 meeting.
6. Treasurer's Report
  - Treasurer's report
  - \*(A) Staff expenses as of: March 27<sup>th</sup>, 2025  
Morgan - \$0.00; Katie - \$90.07; Glenn - \$28.05; Tom - \$408.37; Jason – \$35.70  
  
**Total Staff Expenses: \$526.19**
  - \*(A) Director expenses: As of March 31<sup>st</sup>, 2025  
Earl Brown: \$11.20; Phil Lehman: \$162.40; Jon Blass: \$126.00; Stan Hess: \$38.80; Robert Rossman: \$5.60; Jeff Cady: \$179.20; \$; Dr. Pete Ryan: \$15.40; Bart Ianson: \$28.00; Betsy Long \$29.48: \$; Donald Heiner: \$24.12; Tadd Ostroski: \$0.00; Barry Hayman: \$0.00  
  
**Total Director Expenses: \$620.20**
  - Invoices over \$500 for review and approval (see attached):
    - \*(A) 287 Catering – DGLVR Breakfast - \$675.00
    - \*(A) EdKo Farms – 50% advancement ACAP funds - \$100,000.00
    - \*(A) Four Winds Dairy, LLC – ACAP Cover Crop Payment (74.8 acres) - \$5,046.00
    - \*(A) DGK Liability Insurance Invoices (2)
      - \$5,299.00
      - \$685.00
7. Staff Reports
  - Attached

8. Correspondence

- \*(A) PA Project Grass Dues - \$25.00
- Abstaining from voting on a motion during a District Board Meeting – discussion.
- PACD asking District Directors to complete Strategic Planning Survey.

9. Old Business

- Building Lease (month to month option) approved by the Potter County Housing and Redevelopment Authority.
  - Effective June 1<sup>st</sup>, 2025.

10. New Business

- \*(A) Flex schedule option for 2025 (April – September)
- 5 applications received for the summer internship.
- Katie Sasala – Communications and Outreach Advisor updates.

11. Committee Reports

- Finalized/updated 2025 Committees List.
- Expecting one ACAP application to be received and reviewed by the ACAP Local Advisory Workgroup prior to the board meeting (6:30 PM).
- \*(A) Personnel Committee requests approval to interview and recommend hire for the summer internship 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: May 6<sup>th</sup>, 2025 at 7:30 PM.