

# 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 5<sup>th</sup>, 2022  
7:30 PM**

1. Call to Order
2. Invocation
3. Guest Speaker
4. Public Comment
5. \*(A) Minutes of the March 1<sup>st</sup>, 2022 meeting.
6. Treasurer's Report
  - Treasurer's report
  - \*(A) Staff expenses as of: March 28<sup>th</sup>, 2022  
Andy - \$21.65; Emily - \$0.00; Glenn - \$0.00; Jared - \$8.65; Jason – \$13.41  
  
**Total Staff Expenses: \$43.71**
  - \*(A) Director expenses: As of March 31<sup>st</sup>, 2022  
Earl Brown: \$14.04; Phil Lehman: \$101.79; Jon Blass: \$81.90; Barry Hayman: \$5.27; Stan Hess: \$32.18; Jeff Cady: \$112.32; Chris Robbins: \$47.39; Bart Ianson: \$35.10; Betsy Long: \$38.61; Charlie Tuttle: \$1.76; CC Felker: \$25.74  
  
**Total Director Expenses: \$461.00**
  - Invoices over \$500 for review and approval (see attached):
    - \*(A) Plantra (tree tubes & stakes) - \$4,611.45 (CAP Block Grant)
    - \*(A) ADM Fabrication “integrated” bridge/foundation drawings – Little Portage Creek Project (Embrace a Stream Grant) - \$1,800.00
    - \*(A) Simms (Jared and Andy waders/boots) - \$734.84
    - \*(A) Musser Forests, Inc. (tree sale) - \$833.50
    - \*(A) Pikes Peak (tree sale) - \$3,828.00
    - \*(A) Commonwealth of PA (DEP) GP-11 Permit Fees for Portage Creek Stream Crossing - \$1,950.00 (Embrace a Stream Grant).
7. Staff Reports

- Attached

## 8. Correspondence

- \*(A) Project Grass 2022 Dues - \$25.00
- \*(A) NRCS Civil Rights Responsibilities for Partners Checklist.
- \*(A) Transfer of Approved Nutrient Management Plan – Rodney E. Lane to Rodney E. Lane Estate.
- \*(A) Trout Unlimited, Inc. - Contract for Services / Construction Oversight and Design Services – up to \$13,000.00 (NFWF grant)
- \*(A) Trout Unlimited, Inc. – Funding Agreement for Engineering Services (Card Creek and Little Portage Creek culvert replacements) - \$10,000.00
- Potter County Education Council - Career Connections video.

## 9. Old Business

- (A) 2021 Independent Audit quotes/options.
  - Baker Tilly - \$6,500.00 + 5% admin fee (max \$7,000.00)
  - Link & Associates - \$6,000.00
  - SEK - \$9000.00-\$11,000.00
  - Zelenkofske Axelrod, LLC - \$7,500.00-\$8,000.00

## 10. New Business

- April 10-16<sup>th</sup>, 2022 is Conservation District Week.
- CREP Workshop/Field Day – May 25<sup>th</sup>, 2022 – Maplehurst Farm
- Tri-Co Connections internet service quote - \$89.99 per month
  - Zito internet is currently \$79.44 per month
- Emily Shosh – Communications and Outreach Advisor updates and activities.

## 11. Committee Reports

## 12. Reports from Cooperating Agencies

- Jaci Kerstetter, DEP
- Amanda Murdock, NRCS
- Megan Zylinski FSA
- Brenda Shambaugh, PACD
- Chad Lauer, PFBC
- Nicole Santangelo, PSU Extension

## 13. Adjournment

Items may be added to the agenda.

Next Meeting Date: May 3<sup>rd</sup>, 2022 at 7:30 PM.

**Call in phone number located on the virtual Google Meets invitation email.**