

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
November 1st, 2022
7:30 PM**

1. Call to Order
2. Invocation
3. Guest Speaker
4. Public Comment
5. *(A) Minutes of the October 4th, 2022 meeting.
6. Treasurer's Report
 - Treasurer's report
 - *(A) Staff expenses as of: October 27th, 2022
Andy - \$83.13; Emily - \$0.00; Glenn - \$53.72; Jared - \$0.00; Jason - \$126.89

Total Staff Expenses: \$263.74
 - Invoices over \$500 for review and approval (see attached):
 - *(A) Kibble (Seamless Gutters) – Freeman Farm and Summit Trail Rides (CAP) - \$4,722.00
 - *(A) Wayne Companies – Concrete for Hatchery Project (CAP/DEP CEP) - \$4,595.49
 - *(A) Kibbes Concrete LLC – Concrete for Hatchery Project (CAP/DEP CEP) - \$31,075.00
 - *(A) Bill Gibble Excavating – Labor/Construction for Hatchery Project up to \$60,119.00
 - *(A) Daren Thompson – White Farm Lane Stabilization Project (CAP) - \$26,355.00
 - *(A) Potter County Fair Association – No-till storage - \$600.00
 - *(A) Treat Repair and Excavation (corn planter) - \$674.14
 - *(A) Duffy, Inc. – rip rap for stream project (PFBC Grant) - \$859.42
7. Staff Reports
 - Attached
8. Correspondence
 - *(A) PA Envirothon Donation Request - \$500.00

- \$200.00 last year.
- *(A) NACD Donation/Membership - \$100.00
- *(A) Northern Potter Yearbook Ad Space – ¼ page - \$70.00
- *(A) Guardian Dental Plan #1 (comparable to current plan with Delta).
- *(A) Commissioner’s funding request letter for 2023.
- 2023 Medical Renewal Census completed and sent to Davevic for renewal rates.
- Summer/Fall Newsletter (see attached)

9. Old Business

- *(A) Strategic Plan in need of updating. Was completed in 2016. SCC has allocated funding to reimburse up to \$1,500.00 for expenses related to Strategic Plans.

10. New Business

- Marshall Hamilton has been hired as the new DCNR Service Forester for Potter, Tioga, and McKean Counties.
- Doug Wolfgang to replace Carl Brown as Executive Secretary of the State Conservation Commission effective January 1, 2023.
- 2021 Independent Audit to be completed and presented at the December 6th, 2022 meeting for a approval and submission the state.
- Jared Dickerson – Watershed/Nutrient Management Technician activities and updates.

11. Committee Reports

- *(A) Personnel Committee – 2023 Operating Budget and Staff merit-based raises (in conjunction with flat rate salary adjustments approved in August).
- Land Use Committee to meet prior to the December 6th Board Meeting at 9:30 AM to discuss the ACAP Program.

12. Reports from Cooperating Agencies

- Vacant (Jaci Kerstetter), DEP Field Rep.
- Amanda Murdock, NRCS
- Megan Zylinski, FSA
- Brenda Shambaugh, PACD
- Tom Watson, PFBC
- Nicole Santangelo, PSU Extension

13. Adjournment

Items may be added to the agenda.

Next Meeting Date: December 6th, 2022 at 10:30 AM.