

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 5th, 2023
7:30 PM**

1. Call to Order

2. Invocation

3. Guest Speaker

Jamie Ritter, Baker Tilly – 2022 Independent Audit expenses breakdown and engagement letter.

4. Public Comment

5. *(A) Minutes of the June 6th, 2023 meeting.

6. Treasurer's Report

- Treasurer's report
- *(A) Staff expenses as of: June 28th, 2023
Andy - \$39.37; Emily - \$0.00; Glenn - \$14.41; Jared - \$0.00; Jason – \$19.66; Riley - \$0.00

Total Staff Expenses: \$73.44

- *(A) Director expenses: As of June 30th, 2023
Earl Brown: \$18.34; Phil Lehman: \$151.96; Jon Blass: \$131.00; Barry Hayman: \$62.14; Stan Hess: \$21.62; Jeff Cady: \$167.68; Chris Robbins: \$70.74; Dr. Pete Ryan: \$14.41; Bart Ianson: \$13.10; Betsy Long \$28.82; CC Felker: \$0.00; Donald Heiner: \$15.72

Total Director Expenses: \$695.53

- Invoices over \$500 for review and approval (see attached):
 - *(A) Easton's ACAP contract amendment request (20%) - \$35,114.34 additional for a total of \$210,686.04
 - *(A) Scott Easton's ACAP 50% advancement in the amount of \$105,343.02
 - *(A) Mark Bachman's ACAP contract amendment request (20%) - up to an additional \$6,188.37 for a total of up to \$37,130.23
 - *(A) Bachman's requesting 50% of the amended amount - \$3,094.19
 - *(A) Summit Township – Deering Run Road (DGR) - \$11,264.47
 - *(A) emriver – stream table - \$6,349.00 (DEP EE Grant)
 - *(A) ADM Welding and Fabrication – Card Creek DGR Project – Progress Payment - \$10,000.00

7. Staff Reports

- Attached

8. Correspondence

- *(A) ACT agreement/budget FY 2023/24
- *(A) Chesapeake Bay Technician Program
- *(A) Challenge Cost Share Grant

9. Old Business

- *(A) Baker Tilly – 2022 Independent Audit Engagement Letter.

10. New Business

- *(A) Allegany Township – Gross Hollow DGR project contract extension request through 12/31/24.
- Jared Dickerson – Watershed Specialist, Nutrient Management, and ACAP Program activities and updates.

11. Committee Reports

- *(A) Land Use Committee – ACAP Policy and ranking recommendations.
- *(A) Personnel Committee – recommends hire of Morgan Jones for the Dirt and Gravel Low Volume Roads Technician position at a starting salary of \$40,000.00.

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
- Marshall Hamilton, DCNR Service Forester

13. Adjournment

Items may be added to the agenda.

Next Meeting Date: August 1st, 2023 at 7:30 PM.