

# 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 5<sup>th</sup>, 2024  
10:30 AM**

1. Call to Order
2. Invocation
3. Guest Speaker
4. Public Comment
5. \*(A) Minutes of the February 6<sup>th</sup>, 2024 meeting.
6. Treasurer's Report
  - Treasurer's report
  - \*(A) Staff expenses as of: February 27<sup>th</sup>, 2024  
Morgan - \$0.00; Emily - \$0.00; Glenn - \$0.00; Jared - \$22.38; Jason – \$4.02  
  
**Total Staff Expenses: \$26.40**
  - Invoices over \$500 for review and approval (see attached):
    - \*(A) Astra Liability Insurance renewal - \$5,032.00
      - Cyber Liability Option? – additional \$1,000.00
      - Worker's Compensation Renewal (August) - \$833.00
    - \*(A) E&M Engineers and Surveyors – Teed Hollow Stream Crossing Permit/Engineering (GP-7) (NFWF) - \$5,000.00.
  - \*(A) Hector Township - 50% advancement of funds for the DGR project on Teed Hollow Road - \$70,605.00.
  - \*(A) Genesee Township – 50% advancement of funds for the DGR project on Dogtown Road - \$45,581.40.
  - \*(A) Phil May Cover Crop Incentive Payment (ACAP) - \$8,216.65.
    - 127 acres
7. Staff Reports
  - Attached
8. Correspondence
  - \*(A) Northwest PA Chapter of Project Grass Membership Dues - \$25.00

- \*(A) Basic Wetland Identification Workshop – 2 Options (Both free except for hotel/food) (all staff)
  - May 21-24, 2024 – Bald Eagle State Park
  - June 25-28, 2024 -Raystown Lake Visitors Center (Jared, Jason, Morgan)
- Jerome Sasala meeting request to facilitate a discussion between the contractor regarding the recently completed ACAP project.

9. Old Business

- Roulette Township - Railroad Avenue LVR Project Contract adjusted to \$90,202.00
  - Initial request was \$55,452.00
  - Due to work plan changes and new state policy requirements – pipe size requirements.

10. New Business

- \*(A) 2024 Potter County Conservation District Internship opportunity.
- Legislative Luncheon scheduled for 10:00 am on Friday, March 15<sup>th</sup>, 2024 at the Susquehannock Lodge.
- Jared Dickerson – Watershed/Nutrient Management/ACAP Program activities and updates.

11. Committee Reports

- Personnel Committee structure discussion as requested by Director Stan Hess.
  - Splitting personnel and finance/budget

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 2<sup>nd</sup>, 2024 at 7:30 PM.