

# 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 2<sup>nd</sup>, 2024  
7:30 PM**

1. Call to Order
2. Invocation
3. Guest Speaker
4. Public Comment
5. \*(A) Minutes of the March 5<sup>th</sup>, 2024 meeting.
6. Treasurer's Report
  - Treasurer's report
  - \*(A) Staff expenses as of: March 25<sup>th</sup>, 2024  
Morgan - \$0.00; Emily - \$0.00; Glenn - \$0.00; Jared - \$0.00; Jason – \$2.01  
**Total Staff Expenses: \$2.01**
  - \*(A) Director expenses: As of March 31<sup>st</sup>, 2024  
Earl Brown: \$16.08; Phil Lehman: \$116.58; Jon Blass: \$107.20; Robert Rossman: \$4.02; Stan Hess: \$29.48; Jeff Cady: \$171.52; Chris Robbins: \$72.36; Dr. Pete Ryan: \$0.00; Bart Ianson: \$40.20; Betsy Long \$29.48; Donald Heiner: \$8.04; Barry Hayman: \$26.80; Tadd Ostroski: \$0.00  
**Total Director Expenses: \$621.76**
  - Invoices over \$500 for review and approval (see attached):
    - \*(A) Roulette Township advancement request for Railroad Ave. (LVR) project - \$37,500.00
    - \*(A) Mark Bachman (ACAP) Final Payment
7. Staff Reports
  - Attached
8. Correspondence
  - \*(A) FY 2024/25 Nutrient Management Delegation Agreement – See attached budget
    - \$20,000 (Jared's position)
  - \*(A) Certificate of Deposit matures on 4/14/2024
    - Renew at C&N Bank? (12 month 4.6%)

- 2022 County Audit report received.
  - 2023 County Audit completed (report not yet received).

9. Old Business

10. New Business

- 2 Intern Applications received – 4/30/24 deadline to apply
- \*(A) Vehicle options – 2023 GMC Acadia - \$39,908.00 (before trade) / 2024 Ford Explorer - \$45,778.00 (before trade)
  - \$30,000.00 budgeted
- \*(A) Flex schedule options for all staff (April through September).
- Emily Shosh – Communications & Outreach Advisor activities and updates.

11. Committee Reports

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