

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
August 5th, 2025
7:30 PM**

1. Call to Order

2. Invocation

3. Guest Speaker

- Ella Malogrino – 2025 Summer Intern Summary/Presentation.

4. Public Comment

5. *(A) Minutes of the July 1st, 2025 meeting.

6. Treasurer's Report

- Treasurer's report
- *(A) Staff expenses as of: July 29th, 2025
Morgan - \$225.40; Katie - \$0.00; Glenn - \$19.60; Tom - \$52.50; Jason – \$10.50; Ella Malogrino – \$0.00

Total Staff Expenses: \$308.00

- Invoices over \$500 for review and approval (see attached):
 - *(A) Hector Twp – Final Payment Teed Hollow Road DGR Project - \$84,269.15
 - Roulette Twp – Cost Verification attached for the Roulette Ave LVR Project
 - Pre-approved at the previous meeting.
 - *(A) Hebron Twp – 50% advancement Castle Hollow Road DGR Project - \$109,610.00
 - *(A) Homer Twp - 50% advancement Big Moores Run DGR Project - \$96,787.25
 - *(A) Mid-Atlantic Invasive Plant Council (100 books as part of USFS Grants) - \$690.00
 - *(A) PACD 2025/26 Dues - \$2,465.00
 - *(A) D.M. Gible Excavating Invoice (Sherman Stream Project – CAP) - \$13,150.00

7. Staff Reports

- Attached

8. Correspondence

- *(A) DGLVR Annual Workshop – Gettysburg, PA, September 23-25, 2025 – Morgan and Jason (\$225 + hotel)
- *(A) DGLVR Stream Crossing Training – August 19-21st, 2025 – State College – Jason (free except hotel/meals).
- *(A) Abbott Twp Rausch Road Phase 2 DGR Project amendment request in the amount of \$11,884.00.
 - Stream crossing construction bid higher than anticipated. Total contract would be increased to \$240,812.00.
- *(A) Abbott Twp – Pre-approval for the Rausch Road Phase 2 DGR Project up to \$126,348.00.
- *(A) Hector Township Teed Hollow Phase 2 DGR Project amendment request in the amount of \$34,128.92.
 - Increased cost due to DSA placement. Total contract would be increased to \$145,251.92.
- *(A) Fiscal Year 2025/26 ACT Application.
- *(A) Lane Nutrient Management Plan approval for Crop Years 2026, 2027, and 2028.
- *(A) Twp Convention Advertisement
 - Full Page Color - \$80.00
- August Board Development Video: Director Nominations Process & Timeline

9. Old Business

10. New Business

- *(A) Erosion and Sedimentation Pollution Control Plan Fee Schedule revisions.
- *(A) Re-hire Ella Malogrino over the college winter break as the District's intern.
- Director Nomination Process Paperwork received from the SCC.
- Katie Sasala – Communications and Outreach Advisor updates.

11. Committee Reports

- *(A) The Personnel Committee supports the proposal to add an Agricultural Conservation/ACAP Technician to the District staff and seeks board approval to advertise and interview for the position.

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: September 2nd, 2025 at 7:30 PM.