

# 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  
October 7<sup>th</sup>, 2025  
7:30 PM**

1. Call to Order
2. Invocation
3. Guest Speaker
4. Public Comment
5. \*(A) Minutes of the September 17<sup>th</sup>, 2025 meeting.
6. Treasurer's Report
  - Treasurer's report
  - \*(A) Staff expenses as of: September 26<sup>th</sup>, 2025  
Morgan - \$76.30; Katie - \$72.60; Glenn - \$87.50; Tom - \$116.90; Jason – \$54.60  
  
**Total Staff Expenses: \$407.90**
  - \*(A) Director expenses: As of September 30<sup>th</sup>, 2025  
Earl Brown: \$19.60; Phil Lehman: \$162.40; Jon Blass: \$112.00; Stan Hess: \$46.20; Robert Rossman: \$2.80; Jeff Cady: \$134.40; \$; Dr. Pete Ryan: \$7.70; Betsy Long \$30.80; \$; Donald Heiner: \$25.20; Tadd Ostroski: \$0.00; Barry Hayman: \$0.00  
  
**Total Director Expenses: \$541.10**
  - Invoices over \$500 for review and approval (see attached):
    - \*(A) Bolt Ag Appraisals Invoice (Anderson Farmland Preservation Easement) - \$1,600.00
    - \*(A) Potter County Fair Association (No-till Drill Storage) - \$600.00
    - \*(A) Abbott Township – Coldwater Heritage Partnership Grant portion for Kortz Run Stream Crossing on Rausch Road DGR Project - \$22,884.39
    - \*(A) Cornerstone Abstract & Settlement – Anderson Farmland Easement – Title/Deed Search - \$549.00
    - \*(A) Abbott Township – Rausch Road Phase 3 Final Payment - \$280,400.00.
      - Includes a \$2,000.00 amendment for additional material.
    - \*(A) Tom Ayers 50% advancement request for ACAP Project - \$62,639.91

7. Staff Reports

- Attached

8. Correspondence

- \*(A) PA Aquatic Resource Restoration Conference – March 3-4, 2026 – State College, PA (Tom & Katie \$275/person)
- \*(A) Tire Estimates – Ben’s Garage
  - Truck - \$1,301.00 (Hercules TIS Off-Road) / \$1,025.00 (Ironman All Country) / \$1,281.00 (Kenda Klever)
  - SUV - \$877.00 (Hercules Cross V) / \$621.00 (Ironman All Country) / \$921.00 (General Altimax)
- \*(A) Four Winds Dairy LLC Nutrient Management Plan Triennial Review for CY 2026
- \*(A) 4 Winds Cover Crops ACAP Application - \$48,600.00
  - 604.3 acres
- October Board Development Video: Right to Know Law

9. Old Business

- None

10. New Business

- \*(A) Funding Request Letter to Potter County Commissioners - \$45,000.00
- Topic suggestions for the Crops and Planting Clinic?
  - Date tentatively set for January 30<sup>th</sup>, 2025.
- Floodplain Management Training & Community Support Workshop
  - October 21-23, 2025 – Gunzburger Building, Coudersport, PA
- Tom Murphy – Watershed and Nutrient Management Technician updates.

11. Committee Reports

- Personnel Committee met to review the 2026 draft salary and operations budget. Copy attached for board review/comment.
- Personnel Committee met to discuss and review applications received for the ACT/ACAP Technician Position.
  - 7 total applications received.

12. Reports from Cooperating Agencies

- Rachael Fish, DEP Field Rep.
- Amanda Murdock, NRCS
- Megan Zylinski, FSA
- Amy Brown, PACD
- Tom Watson, PFBC
- Nicole Thompson, PSU Extension

13. Adjournment

Items may be added to the agenda.

Next Meeting Date: November 4<sup>th</sup>, 2025 at 7:30 PM.