

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
January 6th, 2026
10:30 AM**

1. Call to Order

2. Invocation

3. Reorganization

- Swearing in of Commissioner Director, Farmer Director, and Public Director.
- *(A) Nomination of Officers: Chairman, Vice-Chairman, Treasurer, and Alternate Treasurer.
- *(A) Appointment of Board Secretary and compensation (\$50.00 per evening meeting).
- *(A) Associate Director appointments.
 - Don Heiner, Tadd Ostroski, & Barry Hayman

4. Guest Speaker - None

5. Public Comment

6. *(A) Minutes of the December 2nd, 2025 meeting.

7. Treasurer's Report

- Treasurer's report
- *(A) Staff expenses as of: December 29th, 2025
Ella - \$0.00; Glenn - \$0.00; Jason - \$0.00; Katie - \$0.00; Tom - \$0.00

Total Staff Expenses: \$0.00

- *(A) Director expenses: As of December 31st, 2025
Earl Brown: \$16.80; Phil Lehman: \$81.20; Jon Blass: \$98.00; Stan Hess: \$38.50; Robert Rossman: \$2.80; Jeff Cady: \$89.60;
Dr. Pete Ryan: \$23.10; Betsy Long \$30.80; \$; Donald Heiner: \$0.00; Tadd Ostroski: \$15.40; Barry Hayman: \$0.00

Total Director Expenses: \$396.20

- Invoices over \$500 for review and approval (see attached):
 - *(A) Larson Design Group (Lane Mortality Compost Project) - \$7,182.50
 - *(A) Larson Design Group (ACT 167 Phase II Grant) - \$6,276.52
 - *(A) Tioga Publishing (Resource Conservation Tech Position Announcement) - \$569.90
 - *(A) Treat Repair and Excavation
 - John Deere 7200 Corn Planter - \$723.45
 - Great Plains 1006 NT Drill - \$1,032.26
 - *(A) Baker Tilly (2024 Independent Audit)
 - Progress Billing - \$6,825.00
 - Final Billing - \$3,150.00

- *(A) Country Crossroads Feed and Seed, LLC – Black Oil Sunflower Seed - \$960.00
 - Forty 50# bags
- *(A) Indeed – Resource Conservation Technician Position - \$530.29
 - First invoice/receipt

8. Staff Reports

- Attached

9. Correspondence

- *(A) 2026 Guardian Dental, Vision, and Life Insurance Renewal.
 - Dental increased \$4.87 per month
 - Vision and Life Insurance - no changes
- Emily Shosh Resource Conservation Technician position decline letter.

10. Old Business

11. New Business

- *(A) Committees appointments
 - Organizational Excellence and Personnel
 - Soil Conservation Including Regulations and Permitting
 - Water Resource Management
 - Land Use and Stewardship Committee (ACAP)
 - Education and Community Engagement
 - DGLVR QAB
- *(A) Erosion and Sedimentation Pollution Control Plan Fee Schedule revisions.
- 2026 Director Training: Back To Basics – March 11, 2026 – Mill Hall, PA
 - 10:00 am to 1:00 pm
- Glenn Dunn II – Resource Conservation Technician activities and updates.

12. Committee Reports

- *(A) Personnel Committee request to interview Tom Kisiel for the Resource Conservation Technician position.
- 2026 Director Trainings – Clinton County Conservation District, Mill Hall – March 11th, 2026 @ 10:00 AM

13. Reports from Cooperating Agencies

- Rachael Fish, DEP Field Rep.
- Amanda Murdock, NRCS
- Megan Birtcil, FSA
- Amy Brown, PACD
- Tom Watson, PFBC
- Nicole Thompson, PSU Extension
- Rondey Mee, PA Game Commission
- Isaac Leach, DCNR Service Forester

14. Adjournment

Items may be added to the agenda.

Next Meeting Date: February 3rd, 2026 at 10:30 AM.