

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
February 3rd, 2026
10:30 AM**

1. Call to Order
2. Invocation
3. Guest Speaker
4. Public Comment
5. *(A) Minutes of the January 6th, 2026 meeting.

6. Treasurer's Report
 - Treasurer's report
 - *(A) Staff expenses as of: January 28th, 2026
Morgan - \$0.00; Katie - \$0.00; Glenn - \$0.00; Tom - \$0.00; Jason - \$2.18

Total Staff Expenses: \$2.18

- Invoices over \$500 for review and approval (see attached):
 - *(A) Wright Stuff Catering LLC – Crops and Planting Clinic - \$1,052.70
 - 66 plates at \$15.95 each
 - *(A) 4imprint – Promotional items for various 2026 events – \$1,171.71
7. Staff Reports
 - Attached
 8. Correspondence
 - *(A) 2026 NACD Dues/Donation Request- \$100
 - All EWP reimbursements received from DEP and NRCS and distributed to contractors (10% held on 8 projects to final grade and seed mulch in the spring).
 - Total amount was \$3,019,374.99
 - 28th Annual Western PA Grazing Conference – March 12th, 2026 – Clarion, PA – Glenn/Tom/Jason (\$45 each)
 - February Board Development Video: New Director Handbook & Training Workshops

9. Old Business

None

10. New Business

- 2026 Summer Internship
- Ethics Forms / Statement of Financial Interests Forms – to be completed for year 2025
 - Please return on or prior to the next board meeting (3/3/26)
- 2026 Team Sheet included.
- Tom Murphy – Watershed and Nutrient Management Program activities and updates.

11. Committee Reports

- *(A) Personnel Committee recommends the hire of Tom Kisiel for the Resource Conservation Technician Position at a starting salary of \$46,000 per year.

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: March 3rd, 2026 at 10:30 AM.