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.

10 Ice Mine Road, Suite 1
Coudersport, PA 16915
(814) 320-3334
AGENDA
November 3rd, 2026
7:30 PM

1. Call to Order

2. Invocation

3. Guest Speaker

4. Public Comment

5. *(A) Minutes of the October 6th, 2026 meeting.

6. Treasurer's Report

   - Treasurer's report

   - *(A) Staff expenses as of: October 26th, 2026

     Morgan - $57.76; Katie - $0.00; Glenn - $81.58; Tom - $75.75; Jason – $53.96; Chelsea - $541.15

     Total Staff Expenses: $810.20

   - Invoices over $500 for review and approval (see attached):

     - *(A) Freeman ACAP Project (amended contract 50% advancement request) - $3,998.62
     - *(A) Dean Accounting Group (2025 Independent Audit) - $9,500.00
     - *(A) Baker Tilly (final billing – Single Audit) - $2,100.00
     - *(A) Sharon Township – Wildcat Road (DGR project) – Pre-approval up to $100,449.25
     - *(A) Place 2B, LLC – Final invoice for office renovations pending completion - $22,935.00
       - Pay $11,467.50 (hold balance until renovations fully complete)
     - *(A) McKean Environmental Solutions, LLC (invasive species herbicide treatment – USFS Challenge Cost Share Grant) - $1,280.00

7. Staff Reports

   - Attached

8. Correspondence

- *(A) NACD Contribution
    - Last year $100
- *(A) Ayers Hill Land and Cattle ACAP project amendment 12/31/26
- *(A) Potter County Commissioners – 2027 Funding Request Letter - $45,000.00
- Ro-La Farms Inc. ACAP Cover Crop application -$7,947.00
    - Pending maps and plan verification received
- *(A) Jody Martin ACAP project amendment 12/31/26
- November Board Development Video:

9. Old Business
    - Backup Generator Quote – Maze Electric, LLC - $12,962.00
        - $2,500 – Concrete pad, electric, gas hookup.
        - Tim and Tammy Bennet to get additional quotes

10. New Business

- Glenn Dunn II – ACAP/ACT Program Updates

11. Committee Reports

12. Reports from Cooperating Agencies

- Carli McConnell, DEP Field Rep.
- Vacant, NRCS
- Megan Birtcil, FSA
- Amy Brown, PACD
- Cassidy Shawley, PFBC
- Nicole Thompson, PSU Extension
- Rondey Mee, PA Game Commission

13. Adjournment

Items may be added to the agenda.

Next Meeting Date: December 1st, 2026 at 7:30 PM.