



Beaver County Conservation District

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beavercountyconservationdistrict.org

AGENDA

REGULAR MEETING OF THE BEAVER COUNTY CONSERVATION DISTRICT'S BOARD OF DIRECTORS

Friday January 10th, 2025 at 10:00AM via Zoom Meeting and in person
(Items in Bold text require Board Action)

1. Call to Order
2. Verification of Meeting Attendees – Jeff Pflug
3. Pledge of Allegiance
4. Oath of Office for new Director(s)
5. **Approval of the December 2024 Board Meeting Minutes (Exhibit 2)**
6. **Confirm motions from Executive Session 12/13/2024**
 - a. **Retention bonus (annual bonus)**
7. **Treasurer's reports (Exhibit 3)**
8. **Quarterly Profit & Loss Statement (Exhibit 4)**
9. **Annual Profit & Loss Statement (Exhibit 5)**
10. **Balance Sheet (Exhibit 6)**
11. **Payment of Bills**
 - a. **Bills Paid (Exhibit 7)**
12. Visitors/General comments:
13. **Consent of Staff Reports: (Exhibit 8)**
 - District Manager report (Jeff Pflug)
 - Assistant Manager (Hannah Ward)
 - Resource Conservationist report (Rachel Galloway)
 - Resource Conservationist report (Morgan Lee)
 - BCALPB Admin/Resource Conservationist report (Sarah Barnett)
 - West Nile Virus Field Tech (Phoebe Prince)
 - Environmental Educator/Watershed Specialist report (Lindsey Shepler)
 - Agricultural Resource Conservationist report (AG VTO Sara Benzio/Kendra Schreck)
 - Resource Conservationist Trainer (Melinda Muehlbronner)
 - Resource Conservationist report (Shannon Ritmiller)
14. Committee reports
 - a. Personnel – Jeff Pflug
 - a. Rachel's return to work date is Feb 3rd 2025
 - b. Request Performance Review of District Manager from Board of Directors
 - b. Finance – Hannah Ward/Jeff Pflug
 - a. **Discussion and possible motion to replace Sarah's laptop with a Surface, plus accessories. BCALPB will be purchasing half, the balance will be 102 and 105 cleanwater funds. Limit of \$3000**

- b. **Discussion and possible motion to enter into a marketing contract with Dail Digital. Option 1 \$900 per month. Expense will be shared between Education/102 Cleanwater Fund/105 Cleanwater fund/ and General Fund, will be seeking some funding from BCALPB (Exhibit 9)**
 - c. **Discussion and possible motion to change the 457b vesting to three years cliff. (Exhibit 13)**
 - c. Delegated Programs (102, 105, Dirt & Gravel Road)
 - a. 102/105 Update – Morgan Lee and Sarah Barnett
 - b. DGLVR – Hannah Ward
 - c. WNV Program – Phoebe Prince
 - a. Grant yet to be received for signatures
 - d. Agricultural, NM, ACAP and ACT – Jeff Pflug
 - a. Update ACAP-
 - a. HRG Update (Exhibit 10)
 - b. Bonzo ACAP contract update
 - b. Update on Pennvest
 - c. Update on NMP
 - e. Education – Lindsey Shepler
 - a. Update
 - f. Watershed – Lindsey Shepler
 - a. Awaiting word if GG grants were approved for Beaver
 - g. Bldg. & Grounds (Wetlands & Env. Ctr.) – Jeff Pflug
 - a. **Discussion and Possible motion to approve expenses to update and remodel AG offices. Budget to be less than \$5000. (Exhibit 11)**
 - h. Events- Jeff Pflug
 - a. USDA / BCCD Open house March 5, 2025 10AM to 2:30PM
 - i. BC Ag-land Preservation – Sarah Barnett
 - a. Steffler Farm AOS completed and moving to state software
 - b. Durr farm title issue in review and moving to AOS
 - c. Bonzo Farm approved by state close in January
 - d. Bylaws to State have been approved
 - e. Patton farm started purchasing process
15. Cooperating agencies reports
16. DEP Commission report (Exhibit 12)
17. Report from Associate Directors
18. Correspondence
19. Other Business
20. Visitors/General comments
21. Next Meeting: February 14th, 2025 at 10:00 AM
22. **Election of Board Officers**
- a. **Slate for Chairman**
 - i. **Mike Price**
 - ii. **Dominic D’Egidio**
 - iii. **Wayne McCoy**
 - iv. **Open Nominations**

- 1. **Vote by Written Ballot**
 - b. **Slate for Vice Chairman**
 - i. **Mike Price**
 - ii. **Dominic D'Egidio**
 - iii. **Wayne McCoy**
 - iv. **Open Nominations**
 - 1. **Vote by Written Ballot**
 - c. **Slate for Secretary/Treasure**
 - i. **Alex Schreiber**
 - ii. **Open Nominations**
 - 1. **Vote by written ballot (if more than one candidate)**
- 23. **Executive Session for legal matters**
- 24. **Adjournment**