



## Beaver County Conservation District

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beavercountyconservationdistrict.org

### AGENDA

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

Friday November 17th, 2023 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. **Approval of the October 2023 Board Meeting Minutes (Exhibit 2)**
4. **Treasurer's reports (Exhibit 3)**
5. **Payment of Bills**
  - a. Bills Paid (Exhibit 4)
6. Visitors/General comments
  - a. Introduction of Amanda Rankin - USDA County Executive Director
7. **Consent of Staff Reports: (Exhibit 5)**
  - Group Leader 102/105 report (Jen Linebaugh)
  - Assistant Manager / Watershed Specialist report (Hannah Ward)
  - District Manager report (Jeff Pflug)
  - Environmental Educator report (Lindsey Shepler)
  - Agricultural Conservationist report (Richard Voytko)
  - West Nile Virus Field Tech (Phoebe Prince)
  - Resource Conservationist Trainer (Melinda Muehlbronner)
  - Resource Conservationist report (Rachel Galloway)
  - BCALPB Admin/Resource Conservationist report (Sarah Barnett)
8. Committee reports
  - a. Agricultural, NM and ACT – Richard Voytko
    - a. Update on ACAP (Exhibit 6)
    - b. Update on ACT/NM/REAP
      1. **Discussion and Possible motion to request SCC enforcement on CAO. This action is recommended by SCC if BCCD does not receive Planner information by November 16<sup>th</sup>.**
  - b. Personnel – Jeff Pflug
    - a. **Confirmation motion to hire Lindsey Shepler as Watershed Specialist / Environmental Educator**
    - b. **Discussion and possible motion to award Christmas Bonus using credit card rewards. \$100 for full time staff with over 9 months of service and \$50 for active part-time or full-time staff under 9 months of service**
  - c. Finance – Hannah Ward
    - a. **Discussion and possible motion for 2024 Budget (Exhibit 7)**

- b. **Discussion and possible motion to donate \$25,000 to \$50,000 to the new environmental center to be used for watershed BMPs such as the green roof.**
- d. Delegated Programs
  - a. 102/105 Update – Jen Linebaugh
    - a. General update for both programs
  - b. DGLVR – Hannah Ward
    - a. **Discussion and possible motion to start Freedom Gravel Road contract (\$105,000). \$52,500 to be paid out in 2023 (Exhibit 8)**
  - c. WNV Program – Phoebe Prince
    - a. Update – 2024 Grant Approved (Exhibit 9)
- e. Education – Lindsey Shepler
  - a. Introduction and update
- f. Watershed – Hannah Ward
  - a. Update
- g. Bldg. & Grounds (Wetlands & Env. Ctr.) – Jeff Pflug
  - a. **Discussion and possible motion to approve having Hello Garage do the flooring in the middle hallway and rear restrooms to match the classroom. \$4,726.04 (Exhibit 10)**
  - b. **Discussion and possible motion to approve having Sam Miller Contracting, LLC to complete: (Exhibit 11)**
    - a. **Build wall and louver doors for server / documentation room (\$2866)**
    - b. **Replace flooring in hallway, kitchenette, and front restrooms (\$6727)**
  - c. **Discussion and possible motion to upgrade storage and in house back up of server data (\$1835) (Exhibit 12)**
  - d. **Discussion and possible motion to approve water testing price increase of 9%. Per test will be \$38.15 per month for 11 months and \$81.75 for one month.**
  - e. Update on DEP inspection of BCCD water supply as of November 9<sup>th</sup>.
  - f. Update on Bypass for inlet of wetlands
- h. Events- Jeff Pflug
  - a. **Discussion and possible motion to have Holiday Lunch after December board meeting**
  - b. **Discussion and possible motion to run a full page ad in the Agribook as we did last year. <\$600**
- i. BC Ag-land Preservation – Sarah Barnett
  - a. Update
    - a. Steffler Farm to be closed in Feb 2024
    - b. Stidman Farm on State agenda in December 2023
    - c. Swick farm – 7.6 acres must be removed as coal rights are not owned
    - d. Foley farm in title search issue

- e. Open Contractor position on board as of August 16<sup>th</sup>. Looking for candidates. One candidate is reviewing.
  - f. New attorney being reviewed and may speed up the preservation process by approximately eight months.
  - g. Estimated to close on four farms in 2024 with the fifth being a possibility
9. Cooperating agencies reports (**Exhibit 13**)
  10. DEP Commission report (**Exhibit 14**)
  11. Report from Associate Directors
  12. Correspondence
  13. Other Business
  14. Visitors/General comments
  15. Next Meeting: December 8th, 2023 at 10:00 AM
  - 16. Adjournment**