

BRADFORD COUNTY CONSERVATION DISTRICT

Stoll Natural Resource Center
200 Lake Road, Suite E, Towanda, PA 18848
Telephone (570)265-5539 Ext.

JULY 10, 2023, MEETING

The July 2023, meeting of the Bradford County Conservation District was called to order by Daryl Miller, on July 10, 2023, at 12:30 PM, at the Stoll Natural Resource Center and via Zoom.

District Directors Attending the Meeting were: Daryl Miller, Robert Miller, Brian Zeidner, Alvin Herman and Anthony Ventello

Others attending the meeting were: Bruce Chase – Associate Director, Ty Moon – PA Fish & Boat Commission, Rachael Fish – DEP Field Rep, Chad Spencer – NRCS, Cathy Yeakel – District Manager, Joe Quatrini – Tech Team Leader, Kevin Brown – Ag. Team Leader, Adam Chorba – Forest Specialist, Brad Cummings – Chapter 102/105 Program Manager, Matthew Schoen – D&G Roads Specialist, Isaac Walker – Ag. Resource Specialist, Jenny Marino – Accounts Supervisor, and Cheri Holecek – Administrative Assistant.

Alvin Herman made a motion to accept the June 5, 2023, minutes as written. Robert Miller seconded the motion; motion was unanimously passed.

REPORTS FROM COOPERATING AGENCIES AND GUESTS:

Progress Authority - Tony Ventello noted that they continue hanging fiber and have applied for State funds. Over 300 miles of fiber has been hung. Best Transit has requested dedicated lines. Progress Authority has met with 39 companies to see what their needs are. There is a lot of lending activity, and some is agriculture related.

Commissioners - Daryl Miller noted that the Fiber Towers are up and running and there is space available to sell to other providers.

NRCS –

- Working on reenrollment planning for CREP.
- EQIP contracting - EQIP-CIC contract for single spp. Cover crop on 440 acres
EQIP-IRA contract for multi spp. Cover crop on 1350 acres
EQIP-IRA contract for grazing on 260 acres
Working on several forestry contracts for EQIP and AMA
- 5 CSP Classic contracts
 - Cropland
 - 1- contract for 122 acres
 - 2- contract for 2384 acres
 - 3- contract for 1460 acres
 - Forestry
 - 4- contract for 51.6 acres
 - 5- contract for 72.6 acres

New soil cons. have continued attending trainings for certified planner over the last month.

3 Livestock projects under construction with 4th livestock design at tech. office being reviewed thanks to Pat C. hard work.

Mike Hanawalt's last day will be July 14 as SDC for field team NE1.

PA Fish & Boat Commission – They participated in the National Dry Water Program this past weekend. There have been a total of 4 boating fatalities in the state as of the weekend prior to July 4. This weekend is the Rattlesnake Roundup in Monroeton, PA. On August 12, from 8 to noon is the Leroy Sportsman Youth Days.

Commission Report – Field Representative - DEP Conservation District Field Rep Talking Points were handed out and reviewed.

CLAVERACK – Brian Zeidner stated that the board and staff have had their strategic planning. The ROW program is going strong. There have been some clean-up issues. If a tree is in danger of taking out the service, they will cut the tree but will not remove it. They have also had some concerns voiced with the \$5 rider that is in effect this year and next that helps with the Ash tree's being an issue. They plan to have 1,000 customers signed up for Fiber by the end of this year and are required to have a minimum of 8,400 four and a half years from now.

OLD BUSINESS

NONE

Salary Committee – The committee reviewed staff loss. PACD did a study on staff salary compared to other districts and similar jobs. The staff proposed wage changes and brought to the attention of the committee. A motion was made to approve the recommendation of the Salary Committee to the BCCD Board. Tony Ventello made a motion to approve the recommendations. Alvin Herman seconded the motion, it was unanimously approved. Daryl Miller abstained.

A motion was made to approach the County Salary Board with the recommendations. Brian Zeidner made a motion to approach the County Salary Board with the recommendations. Rob Miller seconded the motion, the motion was unanimously approved. Daryl Miller abstained.

NEW BUSINESS

CB Engineer Agreement Renewal – Brian Zeidner made a motion to renew the agreement. Rob Miller seconded the motion, the motion was unanimously approved.

ACT Agreement Renewal – Rob Miller made a motion to renew the agreement. Tony Ventello seconded the motion, the motion was unanimously approved.

DBLVR Contracts/Extensions – Brian Zeidner made a motion to extend the Columbia Township, Wolf Hollow Rd project. Alvin Herman seconded the motion, the motion was unanimously approved.

Troy Fair – A sign-up sheet to volunteer to work the BCCD booth at the Fair was passed around.

Second Quarter Above and Beyond Award Winner. Congratulations Brad Cummings

PROGRAM UPDATES

Nutrient Management Plan Approvals – none

Treasurer's Report & Payment of Bills – The Treasurer's Report was presented to the Board. Robert Miller made a motion to accept the Report and Payment of Bills. Brian Zeidner seconded the motion, the motion was unanimously passed.

Correspondence – A summary of correspondence received was provided at the meeting

The meeting was adjourned at 1:30 by Daryl Miller

The next meeting of the Bradford County Conservation District will be held on Monday, August 7, 2023, 12:30 PM, at the Stoll Natural Resource Center and via Zoom.

Respectfully submitted,

Cheri Holecek

Administrative Assistant

JUNE
CORRESPONDENCE

- #1 FARMSHINE
- #2 BAY JOURNAL
- #3 Citizens & Northern Bank – Summary of Changes to accounts
- #4 PA Envirothon – Solicitation for Board members
- #5 Tri-county REC – Invitation to Annual Membership Meeting, Tuesday, July 25, 2023 at Alparon Park
- #6 *Highlands Journal* – Delaware Highlands Conservancy Summer 2023 Newsletter
- #7 DEP, Environmental Cleanup and Brownfields Program
 - Copy of Receipt Final Report to Creston Environmental, LLC for the VRGC BRA Pad (4HC), Wilmot Township.
 - Copies of Statewide Health Final Report Approval to Chesapeake Energy Corporation for the following:
 - o Chesapeake Appalachia Hopson Well Pad, Asylum Township
 - o VRGC BRA Well Pad 4HC, Wilmot Township
 - o SGL-12 M North Unit Pad B Produced Water Release Cleanup, LeRoy Township.
 - Copy of Receipt of Final Report to Moody & Associates, Inc. for the Jackson A Pad Unconventional Well Site, Springfield Township.
- #8 DEP, Waterways & Wetlands
 - Copy of E41-9999 Authorization Notification to PennDOT for structure 08104200100940, Windham Township.

July 2023 DEP Conservation District Field Rep Talking Points

Contracts, Delegations, Agreements

Chesapeake Bay Technician and Engineer Agreements – The application for funding the Chesapeake Bay Program for Conservation District Technicians and Engineers for the state fiscal year July 1, 2023 through June 30, 2024 opened on June 5. This is a new five-year agreement that will need to be submitted through ESA (Electric Single Application – eGRANT). The maximum funding available for the **Chesapeake Bay Engineering Specialist** will be \$91,900 and \$85,000 for the **Chesapeake Bay Engineering Assistant**, of which up to \$8,000 may be used for program related expenses (travel, equipment, supplies, and program administration). Of the allowable program related expenses, up to \$1,000 may be used for travel expenses related to BMP implementation (such as surveys and construction site checks). New this year, the base amount for **Chesapeake Bay Technician** will be increased from \$70,000 to \$80,000 under this agreement. In addition to the base amount of \$80,000 per full time technician, a maximum of \$10,000 is also available per conservation district participating in the Chesapeake Bay Technician agreement to be used toward BMP Verification efforts. The project application form (3020-FM-CBO0001a) must provide details in the narrative and also be included in the budget regarding how the funding will be used to expand and support BMP Verification in your county. The \$10,000 maximum available is provided on a per county basis, and may be used to augment verification programs that are funded through the Community Clean Water Coordinator grant; further support data management and reporting efforts; conduct GIS analysis and on-the-ground verification through contracts and/or subawards; etc. Questions may be directed to Carl DeLuca at cdeluca@pa.gov.

ACT Application – The July 2023 allocation concept will likely provide funds for support of the *Agricultural Conservation Technical Assistance Program* at a ‘base’ allocation of \$20,000 for districts. As in prior years, conservation districts will receive the ‘base’ allocation, with the option to utilize other allowable funding sources (e.g. Act 38 Nutrient Management Program funds, Chesapeake Bay Program funds etc.). For purposes of FY2023-24 application completion, overall funding for ACT positions will be based on the FY2022-23 ACT ‘base allocation’, any FY2022-23 UGW funding and/or FY2023-23 Act 38 (NM Program) funding applied to the ACT position.

To facilitate an earlier commitment of funds, the Commission is asking that conservation districts complete and return the enclosed ‘*Agricultural Conservation Technical Assistance Program*’ application (Application) for FY2023-24. completed application and signed ‘Acknowledgement’ page via email to Justin Challenger (jchallenge@pa.gov) **no later than July 31st, 2023.**

Districts should refer to the email from Justin Challenger for additional information or direct questions to Justin at jchallenge@pa.gov.

Agriculture Compliance Implementation Poll

The Agriculture Compliance Section is conducting a poll to gain insight on the implementation of Agriculture Compliance across the state. This poll is targeted to 102 Delegated County Conservation District’s across the Commonwealth. The main goal is to gain knowledge of County Conservation District’s complaint response, inspection procedures, and education and outreach regarding agriculture erosion and sediment control.

The information gathered from the poll will assist DEP as the DEP Agriculture Compliance Section as we strive to provide guidance for consistent execution of Agriculture-related activities across the Commonwealth. **County District Field Rep's (CDFRs) will be reaching out to the County Conservation Districts to schedule a meeting with the district manager, and anyone involved in Ag. 102 related work to conduct the survey. Please work with your CDFR to schedule this meeting.**

Final SOP for Chapter 102 Inspections

DEP's Bureau of Clean Water (BCW) has taken many of your suggestions and made updates, and has posted the final SOP for Chapter 102 Inspections in Clean Water Academy, Chapter 102 Resource Center (posted to [Compliance and Enforcement Resources](#) and [Chapter 102 SOPs](#), click on [Compliance SOPs](#)).

Some of the updates made to the draft SOP include: 1) the addition of procedures for inspecting contaminated sites and PennDOT/Turnpike projects; 2) the identification of the specific violation that should be cited on the inspection report anytime the SOP indicates a condition is a violation; and 3) improved guidance in Table 1 (categorizing the severity of violations for follow-up inspections).

The effective date of the SOP is July 1, 2023. The SOP itself is about 30 pages long. We encourage you to read it in its entirety. Program evaluations starting in July 2024 will consider performance in implementing this SOP for the compliance-related components of the evaluations.

The appendices, which provide additional guidance, are broken out from the SOP in Clean Water Academy, as shown below. The appendices include E&S and PCSM BMP Inspection Checklists, which have been saved in Word format. These are optional but could be useful for your inspections.

Compliance SOPs - Chapter 102 Inspection SOP - 7/1/2023

- Attachment A – Supplementary Inspection Guidance
- Attachment B – Safety and Access Entry
- Attachment C – E&S BMP Inspection Checklists
- Attachment D – Common E&S BMPs
- Attachment E – PCSM BMP Inspection Checklists
- Attachment F – Inspection Reports Narratives
- Timber Harvest Safety Tips

Rather than conduct one long training on this SOP, we are planning to have a series of shorter webinars on a monthly basis over a one-year period to reinforce the procedures in the SOP, starting this September. Below is the tentative list of topics that will be covered in each webinar. A few weeks before each webinar we will send a Teams meeting invitation to you with the specific date and time. As these webinars will be short (1 hour or less in most cases), we highly encourage your participation whenever possible. Any recommendations you have as you implement the SOP should be shared with BCW through the [Chapter 102 resource account](#).

Month	Topic
September 2023	Inspection Frequencies and Table 1 (Severity of Violations)
October 2023	Preparing for an Inspection (Supplies, Resources)
November 2023	Access and Entry, Authority, and Denial of Access
December 2023	Review of Records
January 2023	Inspecting E&S BMPs
February 2023	Inspecting PCSM BMPs
March 2023	Inspecting Discharge Points and Documenting Pollution
April 2023	Evidence Documentation
May 2023	Post-Inspection Conference and Compliance Assistance
June 2023	Writing a Good Inspection Report
July 2023	Complaint Inspections / PennDOT & Turnpike Inspections
August 2023	NOT Inspections

PA Agricultural Conservation Assistance Program (ACAP)

We are coming up on the one year anniversary of the historic Pennsylvania Clean Streams fund and the Ag Conservation Assistance Program (ACAP) legislation! Commission staff and districts across the state have been hard at work over the past year implementing the new program, alongside key partnership groups that have helped make it all possible. We're in a good place, with 65 delegation agreements executed, totaling \$137.2 million in funds committed, and \$23.2 million disbursed. The new technical assistance center is up and running, as we continue addressing the immediate and longer term needs to design and implement both engineering and agronomic practices. Districts are on the front lines of ACAP and we are especially grateful for your partnership and support. There is a ton of momentum and we want to help ensure that ACAP is a success.

SCC has developed a webpage on the PDA website where they plan to keep updated ACAP information and webinar recordings. The webpage currently has the ACAP Guidelines, SCC BMP List and a draft ACAP Application. Also posted is the past recorded webinars. All ACAP information can be found at: https://www.agriculture.pa.gov/Plants_Land_Water/StateConservationCommission/Pages/default.aspx and [The Center for Agricultural Conservation Assistance Training | Penn State Extension \(psu.edu\)](https://www.psu.edu/extension/center-for-agricultural-conservation-assistance-training). All ACAP documents are downloadable from the Penn State Extension website.

Documenting ACAP Projects Through Photos

As the new budget year approaches, we will start making the case for a dedicated funding source for ACAP. The SCC would like to document ACAP successes over time through photos and stories, and to quantify the benefits of practices from water quality, soil health, and farm viability perspectives. When implementing ACAP projects, please take a lot of "before and after" photos that we can use on a larger scale as discussions ramp up in the new fiscal year.

Upcoming Mid-Month ACAP Forum Webinar:

July 12 at 9:00 am

ACAP Staffing

SCC is pleased to announce that Samantha Zaner and Allen Bardar has been added to the SCC staff. Samantha will be working in the Central Region for ACAP and is the point of contact as of June 5, 2023. Sam is well versed in conservation, having worked with Clinton County Conservation District. Allen will be working in the Southeast Region for ACAP and is the point of contact as of June 20, 2023. Allen is also well versed in conservation having interned with Bucks County Conservation District and working with DEP in the Southeast Region. Emails have already been sent out to districts introducing both Samantha and Allen. The final Regional ACAP Coordinator for the Western Region is set to start on July 10th.

ACAP Current Issues – the following items are on the radar and currently being looking into by the SCC

Center Development

Technical Assistance

Counties for CD's not signing the delegation agreement

ACAP Quick Points –

- Talks continue with PSU and NRCS about a state Job Approval Authority system
- SCC board approved the Budget and Scope of work for the Penn State Center
- Center is hiring a 3rd party engineer to assist with TA
- SCC approved staff to negotiate with PACD to hire 5 planners regionally
- SCC plans to staff regional engineers at CD similar to the Bay Engineer design. SCC would like to hire 4-6 engineers and initial talks have started with selected CD's.
- Discussions of pre-concurred designs for HUAP and other BMPs are moving forward.

PA Clean Water Academy

[Broad Top Township Clean Streams 40 Years and Counting](#)

[Partnering with the Master Watershed Steward Program](#)

[Invasive Plant Species: Implications for Restoration Success and Water Quality Improvements](#)

[Low-cost Streamflow Monitoring Using Machine Learning Modeling](#)

[Course: Instructions for Importing Non-CAFO Agriculture Documents into OnBase \(remote-learner.net\)](#)

[Lawn Conversion Training for Conservation Districts](#)

102 and 105 Attachment B on the Clean Water Academy – It is essential that Districts update the Attachment B on the Clean Water Academy for the Chapter 102 and 105 Programs anytime there are staff changes at the district. **The 102 and 105 Programs use the Attachment B online forms to enable e-permitting permissions for new staff** and to disable them for former staff. The Attachment B can be found under the Data Portal. To update Attachment B, you need to search for your county and then select the Gear icon to edit. You can then change employment status to Former and choose an Employment End Date. This helps DEP to maintain all the data systems we need to maintain and enable. [Course: Data Portal \(remote-learner.net\)](#)

Chesapeake Bay Program

On June 7, Watershed Accountability and Administration Section staff hosted a Webinar Wednesday for more than 40 county partners that focused on the 2023 Phase 3 WIP Countywide Action Plan (CAP) Two-Year Milestone and Annual Progress Reporting, and the new six-month quality assurance data reporting (<https://pacleanwateracademy.remote-learner.net/course/view.php?id=1118>). This is the first year that the Tier 3 and 4 counties will be going through the two-year milestone update. A key area of the presentation focused on the timeline that the counties will need to follow. Starting this reporting round, CAP partners can now submit new/updated state programmatic recommendations for agency partners each reporting round.

The second part of the webinar focused on the six-month quality assurance data reporting. BWRNSM staff will be reviewing 10% of projects submitted by county partners into the PracticeKeeper database with the CAP funding code to verify that time-stamped photos are being submitted with the projects, as is required by the grant. The goal of conducting quality assurance every six months is to spread out the final reporting to reduce the workload at the end of the grant, and to lessen the potential need to hold 15% of the grant funds from the counties until the final reporting is completed.

Important upcoming dates Chesapeake Bay counties:

- 7/5 – counties confirm the provided list of practices in PK and FieldDoc with a CAP funding code
- 7/12 – DEP provides counties with a list of BMP instance IDs for the county to transfer to the DEP tenant in PK
- 7/26 – counties confirm the tenant has been transferred
- 8/4 – deadline to submit revised DRAFT BMP entry template if county wants to make numeric changes

Sunshine Act Agenda Requirements

In August of 2021 the Sunshine Act was amended to include requirements for agencies to publish their agendas for any public meetings. Below is a list of specific requirements for posting a meeting agenda and making changes to the agenda once it is posted.

- Agendas:
 - Agencies must post the agenda for all public meetings at least 24 hours in advance of the meeting.
 - Must list/include all issues to be deliberated on and any planned official action, such as votes.
 - If the agency has a website or other social media platform that is publicly accessible, the agenda must be posted there.
 - The agenda must be posted at the agency's offices, at the meeting site; and copies of the agenda must be available for the public at the meetings itself.
 - An agency can change the agenda within the 24-hour threshold provided the changes are de minimus, involve no expenditure of funds, and don't entail entering into a contract.
 - The agency can add to the agenda at the meeting itself by majority vote. The reason for the change must be announced prior to any official action, including a vote; the amended agenda must be posted within 24 hours after the meeting, and the meeting minutes must reflect the change that was made.
 - These requirements apply to all regular and special public meetings, but does not include work sessions, conferences, and Executive sessions where official action is not permitted.

Dates to Remember

SCC Meetings – 1:00 PM

In-Person Meeting	July 19
Hybrid Meeting	Sept 12

SCC Conference Calls – 8:30 – 10:00 AM

Conference Call	Aug 15
Conference Call	Oct 10

Model My Watershed Virtual Training

Northeast and Southeast regions:	July 31 and August 3
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Ag Progress Days

Aug 8-10

ACT "Boot Camp" Training – Basic Level Training

Virtual Aug 15, 16 & Sept 6

ACT "Boot Camp" Training - Basic Level

In-person Aug 28 - 31

Also, check the Conservation District Training/Special Events Calendar at, www.PACD.org Select the "Events" tab and then the "Training Calendar" tab.

**Treasurers Report
July 10, 2023**

709,197.99	PS General Municipal Fund
500.00	PS General Courtesy Account
31,529.51	e-commerce Acct
879,525.20	First Citizens Municipal Fund
253,699.40	First Citizens Checking
71,003.72	First Citizens Ag Reserve
10.50	First Citizens LVR Checking
2,868.52	First Citizens D&G Checking
125,729.19	First Citizens LVR Municipal
2,431,092.41	First Citizens D&G Municipal
447,922.25	First Citizens ACAP Municipal
73,444.56	First Citizens ACAP Checking
426,768.66	First Citizens BC Watershed Fund
60,600.88	Manchester Memorial
26,143.18	BSFLA Scholarship Account

\$5,540,035.97

Total

General Account Bills to be Paid

248.47	Adam D. Chorba Mileage and Expenses
163.34	Arey Building Supply, Inc.
25.00	Bradley W. Cummings Above and Beyond Award
546.49	Bradley W. Cummings Mileage and Expenses
50.00	Breanna Ameigh Expenses
50.00	Cheri A. Holecek Mileage and Expenses
93.10	Comcast Building Internet
243.16	Daniel Rhodes Mileage and Expenses
77.00	Daren Thompson Hay Bales
343.42	Dash Reasinger Mileage
401.08	Isaac S. Walker Mileage and Expenses
130.57	Jennifer I. Johns Expenses and Mileage
124.25	Jenny Marino Expenses
125,203.05	Jerry Slater CAP Project
24,234.00	Johnson Quarries Invoice #1781833 Weiland Project
13,934.44	Johnson Quarries Invoice #1782108 Frock Project
351.94	Jonathan Vannoy Mileage and Expenses
633.20	Joseph D. Quatrini Mileage & Expenses
1,174.75	KBF Print Technology Fleeces
50.00	Kevin Brown Mileage and Expenses
50.00	Kyleen H. Dinelli Expenses
315.14	Lacy Powers Mileage & Expenses
994.78	Matthew A. Schoen Mileage and Expenses
164.63	Miranda E. Neville Mileage and Expenses
81.37	NTSWA Garbage Removal
76.20	Patrick M. Cullen Expenses and Mileage
350.29	Penelec Electric
3,610.69	Penn E & R Stream Crossing Contract
6,400.00	R. A. Keiper Construction BCWP
5,000.00	R. A. Keiper Construction BCWP
4,347.00	R. A. Keiper Construction BCWP
7,321.00	R. A. Keiper Construction Satterlee Creek GG
862.20	Timothy M. Robson Mileage and Expenses
66.99	Tulpehocken Mountain Spring Water Inc.
51.27	Valley Energy Gas
508.49	Voyager Fleet - Truck Fuel
300.00	Troy Fair - Cattle Barn Sponsor

21,509.00	Cochran Fencing - CAP Fencing
402.29	NTSWA Hauling and Dumpster for Garage

\$ 220,488.60 **Total General Account Bills to be Paid**

General Account Bills Paid Since Last Meeting

20,105.12	Johnson Quarries Satterlee Creek GG - Scrivener
464.83	Visa BAA Credit Card Payment
93.10	Comcast Building Internet - June
35.00	Commonwealth of PA Pesticide Certification for BCCD WNV program
1,386.16	Visa KHD Credit Card Payment
32.50	Daily Review DG Admin - QAB Meeting Notice
278.65	Visa KLB Credit Card Payment
7,015.79	Visa CSY Credit Card Payment
284.99	Airgas WNV Dry Ice
225.91	Penelec Building - Newer Section of the Building
134.62	Terminix Monthly Pest Control
97.33	Wysox Municipal Authority Water - May
109.54	Wysox Municipal Authority Sewer - May
456.10	Cathy S. Yeakel Mileage and Expenses
975.00	Susan Johnson Building - June Cleaning

\$ 31,694.64 **Total General Account Bills Paid Since Last Meeting**

General Account Bills Paid by Credit Card Since Last Meeting

35.00	Blue Skies Drone Shop Underwater Drone - Parts
12.09	Amazon WNV - HDMI Cable Adapter
81.78	Amazon WNV - CSY Printer Ink - Color
478.60	Amazon WNV - Education Supplies - Dunks and Microscope
49.89	Amazon WNV - Lockable Storage Box
19.08	Endless Supply Co. Fish Food
61.36	Amazon CSY Printer Ink - Black
262.94	Tractor Supply Building - Fencing for Garden
65.37	Walmart Worms
9.20	Amazon CAP - Batteries for Key Fob - No Till Drill Trailer
11.88	Amazon Fish Food Algae Eaters
1,129.65	Amazon Forestry Symposium - Field Guides
12.38	Amazon Fish Food
41.49	Amazon Office Supplies - Tyvek Envelopes
122.64	Amazon Restroom Supplies - Bathroom Tissue
78.34	Amazon Restroom Supplies - Paper Towels
51.08	Sam's Club Appreciation Picnic - Drinks
9.60	Postmaster Postage - NM
40.00	DCNR PNDI
20.52	Pier 87 CSY - Northcentral Managers' Meeting
25.99	Tractor Supply Building - Gate for Garden
6.89	Wagging Tail Coffee CSY - Coffee State Envirothon Meeting
50.00	Magic City Ice & Carbonic Gas Company WNV - Dry Ice Purchase 6/26
24.38	Vinnies Pizza Meal - CSY State Envirothon Meeting
2,527.41	Forestry Suppliers, Inc. Forestry Symposium - Log Stick Give Aways
84.00	Women's Energy Network CSY Women Energy Network membership renewal
270.67	4imprint Troy Fair - T-shirts

\$ 5,582.23 **Total General Account Bills Paid by Credit Card Since Last Meeting**

\$ 257,765.47 **Total General Account Bills**

Income Since Last Meeting

35,256.47	CDFAP Manager and Tech Reimb. 3-31-2023
64,528.47	West Nile Virus Reimbursement 4-30-2023
4,552.50	USDA June 2023 Rent
500.00	Difference in Returned CAP No Till Drill Trailers
16,500.00	DCNR WPC - Endy Buffer
275.30	Reimbursement for Supplies for PA State Envirothon
45.50	Dangerous Gases Sign - Kline
1,500.00	Earth Day Donation - Repsol
1,500.00	Envirothon Donation - Repsol
500.00	Major Amendment Fee - IR Federal Credit Union
1,100.00	Major Amendment Plan Review - IR Federal Credit
250.00	Plan Review - Troy Auto Zone
250.00	Plan Review - Green Mountain Gas Main
500.00	Renewal Fee - Warner
500.00	Permit Fee - Burlington Motor Park
1,098.00	Plan Review Fee - Burlington Motor Park
250.00	GP3 - Allis
250.00	GP3 - Meza
250.00	GP3 - Rogers
250.00	GP3 - Conway
250.00	GP3 - Shaffer
500.00	GP5 - (2) UGI
250.00	GP3 - Glennwood Cemetery
250.00	GP3 - Calaman
250.00	GP3 - Wysox S&G
250.00	GP3 - Foulkrod
250.00	GP3 - Hoover Hardware
250.00	GP3
40.00	PNDI Reimbursement
6.00	Tree Tube Sales
21,287.06	CB Engineer Reimbursement 3-31-2023
2,869.34	June Interest

\$ 156,308.64 Total General Account Income Since Last Meeting

Dirt & Gravel Roads Account

Dirt & Gravel Roads Account Bills To Be Paid

\$ - Total Dirt & Gravel Roads Account Bills To Be Paid

Dirt & Gravel Roads Account Bills Paid Since Last Meeting

\$ - Total Dirt & Gravel Roads Account Bills Paid Since Last Meeting

\$ - Total Dirt & Gravel Roads Bills

Dirt & Gravel Roads Account Income Since Last Meeting

3,071.13 Interest June

\$ 3,071.13 Total Dirt & Gravel Roads Account Income

ACAP Account

ACAP Account Bills To Be Paid

72,443.00 Nathan Stoddard 50% Advance ACAP Payment

\$ 72,443.00 **Total ACAP Account Bills To Be Paid**

ACAP Account Bills Paid Since Last Meeting

71,526.50 Robert Jenkins ACAP - Jenkins Project

\$ 71,526.50 **Total ACAP Account Bills Paid Since Last Meeting**

\$ 143,969.50 **Total ACAP Bills**

ACAP Account Income Since Last Meeting

444.43 Interest June

\$ 444.43 **Total ACAP Account Income**



BRADFORD COUNTY CONSERVATION DISTRICT

Stoll Natural Resource Center - 200 Lake Rd., Suite E - Towanda, PA 18848

Telephone (570) 265-5539 ext. 6

Cathy S. Yeakel, Manager

Date: _____

Name: Daryl Miller

Title: Chair BCCD Board

Organization: Bradford County Conservation District (BCCD)

Re: Conflict of interest at 7/10/23 BCCD Board Meeting

I, Daryl Miller, must abstain from discussion and/or voting on the following agenda item or topic: Salary Committee - approve to

approach the County Salary Board with the recommendations

I must abstain for the following reason(s): am on the County Salary Committee Board

Signed: [Signature] Date _____

§ 1103. Restricted activities

(j) **Voting conflict.**--Where voting conflicts are not otherwise addressed by the Constitution of Pennsylvania or by any law, rule, regulation, order or ordinance, the following procedure shall be employed. Any public official or public employee who in the discharge of his official duties would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his interest as a public record in a written memorandum filed with the person responsible for recording the minutes of the meeting at which the vote is taken, provided that whenever a governing body would be unable to take any action on a matter before it because the number of members of the body required to abstain from voting under the provisions of this section makes the majority or other legally required vote of approval unattainable, then such members shall be permitted to vote if disclosures are made as otherwise provided herein. In the case of a three-member governing body of a political subdivision, where one member has abstained from voting as a result of a conflict of interest and the remaining two members of the governing body have cast opposing votes, the member who has abstained shall be permitted to vote to break the tie vote if disclosure is made as otherwise provided herein.



BRADFORD COUNTY CONSERVATION DISTRICT

Stoll Natural Resource Center - 200 Lake Rd., Suite E - Towanda, PA 18848

Telephone (570) 265-5539 ext. 6

Cathy S. Yeakel, Manager

Date: 7/10/2023

Name: Daryl Miller

Title: Commissioner / V Chair BCCD

Organization: Bradford County Conservation District (BCCD)

Re: Conflict of interest at 7/10/23 BCCD Board Meeting

I, Daryl Miller, must abstain from discussion and/or voting on the

following agenda item or topic Salary Committee - approve the recommendations of the Salary Committee

I must abstain for the following reason(s) on the County Salary Committee Board

Signed: [Signature] Date 7/10/23

§ 1103. Restricted activities

(j) **Voting conflict.**--Where voting conflicts are not otherwise addressed by the Constitution of Pennsylvania or by any law, rule, regulation, order or ordinance, the following procedure shall be employed. Any public official or public employee who in the discharge of his official duties would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his interest as a public record in a written memorandum filed with the person responsible for recording the minutes of the meeting at which the vote is taken, provided that whenever a governing body would be unable to take any action on a matter before it because the number of members of the body required to abstain from voting under the provisions of this section makes the majority or other legally required vote of approval unattainable, then such members shall be permitted to vote if disclosures are made as otherwise provided herein. In the case of a three-member governing body of a political subdivision, where one member has abstained from voting as a result of a conflict of interest and the remaining two members of the governing body have cast opposing votes, the member who has abstained shall be permitted to vote to break the tie vote if disclosure is made as otherwise provided herein.