

# Turtle Creek Watershed Association, Inc.

## Board of Directors

### Meeting Minutes

January 22, 2019

- **Call to Order:** President Jim Brucker called the Board of Directors Meeting to order at 5:40pm. Attendance (\*denotes Director and \*\* denotes Associate Director): \* Chuck Duritsa, \*Bill Mihalco, \*Kevin Kaplan, \*Kelly McLaughlin, \*Paul Whealdon, \*\*Rob Cronauer, Executive Director: Tom Keller, Guests Jason Fronczek and Jake Wieland from CEC.
- **Approval of Minutes:** A motion was made by Kevin Kaplan with a second by Chuck Duritsa to approve the meeting minutes from the November 28, 2018 meeting. Motion approved.
- **Treasurer's Report and Invoices:** A motion was made by Chuck Duritsa with a second by Kelly McLaughlin to approve the Treasurer's Report and the invoice for expenses submitted by Tom Keller. Motion approved.
- A. **Executive Director's Report:** Tom provided the following updates. Tom is drafting, with the assistance of Susan Forney and Bill Mihalco, the 2019 membership letters. The letters should be issued within the next week. Tom reported that he purchased \$200 of stamps and \$24.24 in envelopes funded through the WPC grant. A discussion of distributing the remaining sewer tags and pollinator seeds was held and will be discussed again at a future meeting. Tom noted that we have only spent approximately \$270 of the \$1,000 Foundation for PA Watershed grant. We need to spend the remaining money on social media events. Tom will discuss this further with Jessica and Alyssa in the near future. Tom reported that TCWA did not receive a Community Foundation of Murrysville, Export and Delmont grant for TCWA bookmarks. Tom also reported that he will be representing the TCWA at the upcoming Watershed Group Social sponsored by the Allegheny Watershed Alliance on February 1, 2019. The invitation to the event was shared with Board.
- **Old Business**
  - A. Irwin Discharge: No report.
  - B. Grant Writing Committee: Nothing to report.
  - C. Jim Brucker reported that he received a letter from the Sewickley Watershed Association giving TCWA a free membership to their association. TCWA will give Sewickley Watershed Association a membership to TCWA. Kevin Kaplan reported that no significant emails were received since the last meeting
  - C. Ducky Race: Alyssa has met with Irwin officials but no other information was available.
  - D. Newsletter: No report.
  - E. Spring Activity: There was discussion of what spring activity the TCWA might sponsor. Tom was requested to contact Keep Pennsylvania Beautiful to discuss TCWA working with them on a cleanup project.
  - G. Status of the second kiosk: Paul Whealdon agreed to discuss where Monroeville Boro stood with constructing the kiosk with Jamie Storey and request that Jamie inform the Board via email of the status.

- **New Business:**

**A.** TCWA had received a request to sponsor the Westmoreland Heritage Trail Comedy Night. A motion was made by Chuck Duritsa with a second by Kelly McLaughlin to sponsor the Comedy night at the \$50 level. Motion approved.

**B.** Bill Mihalco presented revisions to the TCWA bylaws to define the positions of Associate Director and Director Emeritus by adding Section V.11 and Section V.12 and modifying Section V.6 of the bylaws. Some minor revisions to the proposed wording were made and the revised bylaws are attached to the minutes. A vote on the changes will be conducted during the February meeting.

**C.** Information on issuing a resolution to support the recently approved “Reimagining Our Westmoreland” was reviewed by the Board. “Reimagining Our Westmoreland” is the 2018 Comprehensive Plan for Westmoreland County developed by the Westmoreland County Department of Planning and Development. The plan discusses support for mine drainage treatment of Tinker’s Run and Brush Creek which the TCWA refers to as the Irwin Discharge. A motion was made by Kelly McLaughlin with a second by Chuck Duritsa to issue a resolution supporting “Reimagining Our Westmoreland”. Motion approved. President Brucker signed the resolution and Tom Keller will mail the signed resolution to Westmoreland County.

**D.** Bill Mihalco reminded all Directors and Associate Directors of the need to review the Conflict of Interest Policy and to sign the Conflict of Interest Statement.

**E. Adjournment**

**1.** The meeting was adjourned at 6:40 pm.

**2.** The next meeting will be held on Wednesday Tuesday, February 26, 2019 at 5:30 pm at the FTMA offices.

# Turtle Creek Watershed Association, Inc.

## Board of Directors

### Meeting Minutes

February 26, 2019

- **Call to Order:** Vice President Chuck Duritsa called the Board of Directors Meeting to order at 5:35pm. Attendance (\*denotes Director and \*\* denotes Associate Director): \*Bill Mihalco, \*Kevin Kaplan, \*Kelly McLaughlin, \*Paul Whealdon, \*\*Alyssa Harden, Director Emeritus - Ed Fischer, Executive Director: Tom Keller, Guests Jason Fronczek, Christian Bononi and David Roarty
- **Approval of Minutes:** A motion was made by Kevin Kaplan with a second by Kelly McLaughlin to approve the meeting minutes from the January 22, 2019 meeting. Motion approved.
- **Treasurer's Report and Invoices:** A motion was made by Kevin Kaplan with a second by Kelly McLaughlin to approve the Treasurer's Report and the invoice for expenses submitted by Tom Keller. Motion approved.
- **Executive Director's Report:** Tom provided the following updates. Tom reported we have approximately \$740 left on the Foundation for Pennsylvania Watersheds grant. The grant was issued to fund social media means to publicize the TCWA and expand membership. Tom lead a discussion on ways the remaining grant money could be spent. A suggestion was made to consider hiring a social media company which Alyssa agreed to investigate. Tom agreed to contact the FPW to discuss the current status of the grant and to request any extensions if needed. Tom noted that he is working on the Sales Tax Exemption and will submit additional information to the State as requested. Tom passed out applications and asked the Board members to distribute the applications. Tom also noted that we have seed remaining from last year that needs to be distributed. One idea was to give the seed to local libraries as part of a presentation on the TCWA. Several attendees suggested that the Boy or Girls Scouts might be good organizations to package the seeds or to use the seeds. Alyssa agreed to check on what, if any, monies remain in the grant for the seeds.
- **Old Business**
  - A. Irwin Discharge: Jason McCabe report by text that he has the proposal for the Hydrologic Unit Plan prepared and is waiting for an announcement when the next round of Growing Greener grant applications can be submitted. In the interim, Jason is pursuing support letters from local legislators and municipalities.
  - B. Grant Writing Committee: Alyssa Harden reported that she submitted and obtained another Dominion Minigrant for a Tabletop rainfall simulator. The grant was for \$980 and will be provided at the annual luncheon for the grants to be held on March 29, 2019 at the Blairsville Country Club.
  - C. Kevin Kaplan reported on the emails were received since the last meeting which will all be addressed.
  - D. Ducky Race: Alyssa has met with Irwin officials and a date for the Ducky Race has been set for June 22, 2019 at the Irwin Park. The event will run from 11 am until 2 pm. Irwin Boro will assist with the planning, advertising and with conducting the event.
  - D. Newsletter: Efforts will begin to issue a newsletter in the April/May timeframe.

E. Spring Activity: Tom was requested to contact Keep Pennsylvania Beautiful to discuss TCWA working with them on a cleanup project.

F. Status of the second kiosk: Jamie Storey is working to have the second kiosk built and erected along the Westmoreland Heritage Trail. The location has been moved from the parking lot at Saunders Station to a location along the trail.

G. Bill Mihalco reminded at Directors and Associate Directors to sign their Conflict of Interest Statements for 2019.

H. During the January meeting, Bill Mihalco presented revisions to the TCWA bylaws to define the positions of Associate Director and Director Emeritus by adding Section V.11 and Section V.12 and modifying Section V.6 of the bylaws. A minor revision to Section V.11 was suggested which entailed adding the word "and/or events" after meetings in the third sentence of the Section. A motion was made by Kelly with a second by Kevin Kaplan to approve the changes to the bylaws as written. Motion approved.

- **New Business:**

A. Board members were requested to review a list of accomplishments for 2018 provided with the agenda and submit any comments, revisions or additions to Bill Mihalco so the list can be finalized at the next meeting.

B. The GoDaddy subscription for the website expires at the end of April. Alyssa Harden recommended that TCWA consider using another more user friendly platform called WordPress. After some discussion, Kevin Kaplan made a motion to investigate WordPress and if it is simpler and easier to use along with being cost effective to switch from GoDaddy to WordPress. Bill Mihalco seconded the motion. Motion approved.

C. Bill Mihalco noted that Turtle Creek is on the Fish Commission stocking list for 2019. Bill reported that he discussed the condition of the stream with a fishery biologist out of Somerset. The Fish Commission has plans to sample Turtle Creek the weeks of March 11, March 18 and April 1. Based on the results of these sampling efforts the Fish Commission will make a final decision on stocking Turtle Creek. Bill will contact the Fish Commission and try and determine the dates for the sampling efforts so that TCWA members can participate if available.

D. Bill Mihalco reported that the Westmoreland Conservancy website has a link to TCWA website but the link is not active. It was suggested that we provide the Conservancy with our current website address so they can update the link. Kevin Kaplan agreed to provide the information to the Conservancy. It was also noted that the Conservancy just added about 83 acres adjacent on one of their preserves that includes Lyons Run a tributary to Turtle Creek. Jessica Kane received a request to have someone from the TCWA participate in a Friends of Murrysville Parks event in the summer at Duff Park. Jessica was requested to contact the Friends of Murrysville Parks to identify that TCWA would participate.

E. The TCWA 990 form is due to be submitted to the IRS soon. Bill Mihalco agreed to follow up with Jim Brucker to discuss submission of the form.

F. The Board discussed that the Reimagining Our Westmoreland report issued by Westmoreland County had an action to address the Irwin Discharge in the report. The Board will discuss TCWA participation in efforts to complete the report action at future meetings.

**G. Adjournment**

1. The meeting was adjourned at 7 pm.

2. The next meeting will be held on Tuesday, March 26, 2019 at 5:30 pm at the FTMSA offices.

# Turtle Creek Watershed Association, Inc.

## Board of Directors

### Meeting Minutes

March 26, 2019

- **Call to Order:** President Jim Brucker called the Board of Directors Meeting to order at 5:40pm. Attendance (\*denotes Director and \*\* denotes Associate Director):\*Chuck Duritsa, \*Bill Mihalco, \*Kevin Kaplan, \*Kelly McLaughlin, \*Jason McCabe, \*Susan Forney, \*\*Jamie Storey, Executive Director: Tom Keller, Guests Jason Fronczek, David Roarty, Mike Giller, and Kevin and Barbara Jones.
- **Approval of Minutes:** A motion was made by Kelly McLaughlin with a second by Jason McCabe to approve the meeting minutes from the February 26, 2019 meeting. Motion approved.
- **Treasurer's Report and Invoices:** A motion was made by Bill Mihalco with a second by Susan Forney to approve the Treasurer's Report and the invoice for expenses submitted by Tom Keller. Motion approved.
- **Executive Director's Report:** Tom provided the following updates. Tom reported he has a call into the Foundation for Pennsylvania Watersheds grant coordinator to discuss use of the remaining funds on the grant. Tom noted that he is working on the Sales Tax Exemption and will submit additional information to the State as requested. Tom also noted that we have seed remaining from last year that needs to be distributed. Kevin Kaplan agreed to contact Alyssa to determine if she has bags to pack the seed and to determine if we have any remaining grant funds to purchase the seeds. Jason McCabe agreed check as to whether a Boy Scouts could package the remaining seed. Tom also noted that he had contacted Keep Pa Beautiful regarding TCWA doing a stream cleanup. Their suggestion for a cleanup area was not considered feasible. Kelly McLaughlin agreed to check on the conditions in Irwin Park, site of the Duckie Race, for a possible cleanup site (After the meeting Kelly reported that the area was clean.) Jamie Storey agreed to check on conditions in Abers Creek.
- **Old Business**
  - A. Irwin Discharge: Jason McCabe reported that we are waiting for the next round of Growing Greener Grants to submit a grant application for completing a Hydrologic Unit Plan. Jason also noted that Pennsylvania received money under the Abandoned Mine Land Reclamation grant program. TCWA should watch for the announcement that the applications can be submitted under this program.
  - B. Grant Writing Committee: Jason McCabe reported that the PA Department of Conservation and Natural Resources is accepting grant applications. Jason agreed to take the lead on preparing an application for a handicap fishing dock near Saunders Station. Applications are due on April 10.
  - C. Kevin Kaplan reported on the emails were received since the last meeting which will all be addressed.
  - D. Ducky Race: Alyssa has met with Irwin officials and a date for the Ducky Race has been set for June 22, 2019 at the Irwin Park. No new information was available.
  - D. Newsletter: Efforts will begin to issue a newsletter in the April/May timeframe.
  - E. Spring Activity: Bill Mihalco reported that TCWA would not likely be conducting a cleanup at Saunders Station this year again as part of the River Sweep program.

F. Status of the second kiosk: Jamie Storey reported the second kiosk is completed. The Board thanked him and the work team from Monroeville for completing the kiosk.

G. A list of TCWA accomplishments for 2018 was handed out to Board members.

H. Turtle Creek Trout Stocking: The PA Fish Commission sampled the water at Saunders Station and the pH results and other parameters were good. Several members of the TCWA Board met with the Fish Commission and a representative of the Pittsburgh Post-Gazette at the time of the sampling. Additional sampling by the Fish Commission will be conducted to determine if trout stocking is feasible this year. Bill Mihalco agreed to follow-up with the Fish Commission on the stocking issue.

I. Jim Brucker reported he completed and submitted the TCWA Form 990 to the IRS.

J. Alyssa Harden reported by email that she would be sending out a link to the new website for Board review. The new website will use Word Press as the platform.

- **New Business:**

A. Jim Brucker reported he had received a bid for D&O insurance from the same company who provided the insurance last year. Chuck Duritsa made a motion with a second by Bill Mihalco to place the order for the 2019 D&O insurance with the same company once a few minor issues were discussed with them. Motion approved. .

B. Susan Forney reported that she would be working with the Penn Area Library to set up a display and seed giveaway for National Library Week during the week of April 7.

C. Dave Roarty agreed to follow-up with the Friends of Murrysville Parks to determine the date for a summer event at Duff Park so TCWA could establish who from the TCWA could participate.

D. TCWA received a request from the Allegheny Watershed Alliance requesting information on planned events for the year. Tom Keller agreed to contact the Watershed Alliance and provide the requested info.

E. The annual March for Parks is scheduled for March 30. Chuck Duritsa and Alyssa Harden will represent the TCWA, other Board members are encouraged to participate.

**F. Adjournment**

1. The meeting was adjourned at 6:40 pm.

2. The next meeting will be held on Tuesday, April 30, 2019 at 5:30 pm at the FTMSA offices.

# Turtle Creek Watershed Association, Inc.

## Board of Directors

### Meeting Minutes

April 30, 2019

- **Call to Order:** President Jim Brucker called the Board of Directors Meeting to order at 5:40pm. Attendance (\*denotes Director and \*\* denotes Associate Director): \*Chuck Duritsa, \*Bill Mihalco, \*Kevin Kaplan, \*Kelly McLaughlin, \*Paul Whealdon, \*Susan Forney, \*\* Alyssa Harden, Executive Director: Tom Keller, Guests Jason Fronczek, and David Roarty.
- **Approval of Minutes:** A motion was made by Kelly McLaughlin with a second by Chuck Duritsa to approve the meeting minutes from the March 26, 2019 meeting. Motion approved.
- **Treasurer's Report and Invoices:** A motion was made by Chuck Duritsa with a second by Kelly McLaughlin to approve the Treasurer's Report. Motion approved. A motion was made by Chuck Duritsa with a second by Bill Mihalco to approve invoice for expenses submitted by Tom Keller and to approve the reimbursement for the invoice for Word Press. Motion approved.
- **Executive Director's Report:** Tom provided the following updates. The Community Foundation of Murrysville, Export and Delmont is accepting applications for grants which are due by mid-June. Tom requested that Board members consider items for which we could request grant funds. Tom reported he discussed the spending of funds from the Foundation for Pennsylvania Watersheds with the grant coordinator. TCWA received a grant of \$1,000 and has spent approximately \$375 to date. Additional funds will be spent on Facebook adds for the Rubber Duck race. Tom noted that he is working on the Sales Tax Exemption and will submit additional information to the State as requested. Tom noted that we have seed remaining from last year that needs to be distributed. The remaining seed was donated to Monroeville Boro for various projects in the Boro. Alyssa Harden was requested to order 10 more pounds of seed for use in 2019. Susan Forney agreed to obtain more bags for packaging the seed. Tom also noted that we may have to delay a cleanup until next year since we have not been able to identify a location in the watershed. Dave Roarty suggested we consider a section of Blank Road in Penn Township.
- **Old Business**
  - A. Irwin Discharge: Waiting for the next round of Growing Greener Grants to submit a grant application for completing a Hydrologic Unit Plan.
  - B. Grant Writing Committee: No report.
  - C. Kevin Kaplan reported on the emails were received since the last meeting which will all be addressed.
  - D. Ducky Race: Alyssa reported that she has been working with officials from Irwin. Brochures for the race are available and tickets will be available soon. Activities at the event include a food truck, a desert vendor, a live band and booths from various groups. Alyssa is looking into providing T-shirts for participants. A motion was made by Chuck Duritsa with a second by Bill Mihalco to allocate up to \$350 of TCWA funds to support the Race. Motion approved.  
Date for the Ducky Race has been set for June 22, 2019 at the Irwin Park.
  - D. Newsletter: Efforts will begin to issue a newsletter in the May.

E. Turtle Creek Trout Stocking: The PA Fish Commission sampled the water at Saunders Station and the pH results and other parameters were good. Trout were stocked on April 9<sup>th</sup> and 22<sup>nd</sup>. The stream was heavily fished during the first few weeks of trout season. Pictures and information was posted on TCWA Facebook page.

F. Susan Forney reported that 75 bags of pollinator seed were distributed at the display at the Penn Township Library.

G. Craig Barras has expressed interest in representing TCWA at a Saturday July 27 walk in the park sponsored by the Friends of Murrysville Parks. The event is scheduled to begin a 9 am at the Duff Park pavilion near the main parking lot. Other Board members are encouraged to participate.

- **New Business:**

A. After the March meeting TCWA was requested to provide a letter of support to the Allegheny Land Trust for a grant to purchase the old Churchill Country Club. Through an email motion and voting the issuance of the letter was approved. The letter was signed and sent to the Allegheny Land Trust.

B. Alyssa Harden provided to the Board, prior to the meeting, a new form for in-kind contributions. Board members were encouraged to use the new form to document their contributions.

C. Susan Forney and Alyssa Harden will be participating in the Westmoreland Heritage Trail Trial Towns Festival in Trafford on June 1.

D. Alyssa Harden reported that TCWA has received the Dominion plaque for the 2019 minigrant and the money for the tabletop rainfall simulator. Kevin Kaplan has agreed to order the simulator.

E. The Westmoreland Conservation District is working to improve the operation of 6 stormwater basins in Murrysville.

F. The Board agreed to continue starting the monthly meeting at 5:30 pm for the foreseeable future.

**G. Adjournment**

1. The meeting was adjourned at 6:55 pm.

2. The next meeting will be held on Tuesday, May 28, 2019 at 5:30 pm at the FTMSA offices.



# Turtle Creek Watershed Association, Inc.

## Board of Directors

### Meeting Minutes

May 28, 2019

- **Call to Order:** President Jim Brucker called the Board of Directors Meeting to order at 5:38pm. Attendance (\*denotes Director and \*\* denotes Associate Director) \*Bill Mihalco, \*Kevin Kaplan, \*Jason McCabe, \*Paul Whealdon, \*\* Alyssa Harden, Executive Director: Tom Keller, Members: David Roarty and Mike Diller and Guest Rene Dolney.
- **Approval of Minutes:** A motion was made by Kevin Kaplan with a second by Jason McCabe to approve the meeting minutes from the April 30, 2019 meeting. Motion approved.
- **Treasurer's Report and Invoices:** A motion was made by Paul Whealdon with a second by Jason McCabe to approve the Treasurer's Report. Motion approved. A motion was made by Bill Mihalco with a second by Kevin Kaplan to approve the invoice for expenses submitted by Tom Keller. Motion approved.
- **Executive Director's Report:** Tom provided the following updates. Tom noted that he submitted information to the State as requested for the Sales Tax Exemption and that the Exemption has been granted. Copies were placed in the file. Tom noted that the Allegheny Watershed Alliance is having a watershed group social on Thursday August 8 at Helicon Brewing in Oakdale. The Board agreed that Tom should attend. The Board also agreed that Tom should not mail a Ducky Race flyer to everyone on the mailing list. Most of the pollinator seed remaining from last year has been used either by Monroeville or by the Boy Scouts. It was agreed that no new seed would be purchased this year since it is already late in the planting season. Tom requested that Board members think about activities or events after the Ducky Race. TCWA is committed to participating in a walk in the park at Duff Park on July 27.
- **Old Business**
  - A. Irwin Discharge: Waiting for the next round of Growing Greener Grants to submit a grant application for completing a Hydrologic Unit Plan.
  - B. Grant Writing Committee: Jason McCabe noted that discussions with the PA Department of Community and Economic Development have indicated that they can be a funding source for treatment systems. This agency will not fund studies such as the Hydrologic Unit Plan but will fund treatment systems.
  - C. Kevin Kaplan reported on the emails received since the last meeting which will all be addressed.
  - D. Ducky Race: Alyssa reported that she has been working with officials from Irwin. Brochures and tickets for the race are available. Activities at the event include a food vendor, a desert vendor, a live band and booths from various groups. Alyssa has been working on sponsors for the event and for t-shirts. Board members were encouraged to obtain sponsors and to get tickets to sell for the event. Alyssa will keep members apprised of additional assistance needed before and at the event. Date for the Ducky Race has been set for June 22, 2019 at the Irwin Park.

D. After some discussion the Board agreed it would not participate in the 2019 River Sweep. The area on Blank Rd, Penn Twp. suggested at the last meeting as a possible site will be considered for cleanup at a future time.

- **New Business:**

A. Rene Dolney who lives near the old Churchill Country Club property attended the meeting and discussed the condition of Chalfont Run which flow through the property. The stream contains debris and appears to have aluminum contamination. The condition of the stream will be discussed at future meetings.

**B. Adjournment**

1. The meeting was adjourned at 6:20 pm.
2. The next meeting will be held on Tuesday, June 25, 2019 at 5:30 pm at the FTMSA offices.

# Turtle Creek Watershed Association, Inc.

## Board of Directors

### Meeting Minutes

June 25, 2019

- **Call to Order:** Vice President Chuck Duritsa called the Board of Directors meeting to order at 5:45pm. Attendance (\*denotes Director and \*\* denotes Associate Director) \*Bill Mihalco, \*Kevin Kaplan,, \*\*Alyssa Harden and \*\*Jamie Storey. Guests Renee Dolney of Chalfant Run Watershed Association and Elisa Beck of Sustainable Monroeville. Per Article V Section 6 of the TCWA by-laws Associate Board members, Alyssa Harden and Jamie Storey, were temporarily assigned the rights and privileges of a Board member to support a meeting quorum.
- **Approval of Minutes:** A motion was made by Kevin Kaplan with a second by Jamie Storey to approve the meeting minutes from the May 28, 2019 meeting. Motion approved.
- **Treasurer's Report and Invoices:** A motion was made by Bill Mihalco with a second by Alyssa Harden to approve the Treasurer's Report. Motion approved.
- **Executive Director's Report:** No report available.
- **Old Business**
  - A. Irwin Discharge: Waiting for the next round of Growing Greener Grants to submit a grant application for completing a Hydrologic Unit Plan.
  - B. Grant Writing Committee: No report.
  - C. Kevin Kaplan reported that no emails were received since the last meeting.
  - D. Ducky Race: Alyssa reported that .the Ducky Race was a success. Both the weather and the attendance were good. Gross income from the event was over \$5,300 with a net income after expenses of around \$3,300 that will be shared between TCWA and Irwin Boro. The detailed financials for the Ducky Race are provided on an attachment. The TCWA Board expressed their appreciation to Alyssa for all her hard work that made the event a success. A motion was made by Bill Mihalco with a second by Kevin Kaplan to reimburse Alyssa Harden \$94 for expenses she paid as part of the Ducky Race. Motion approved.
  - D. TCWA has agreed to provide a presentation on Saturday July 27 at Duff Park as part of a Murrysville Walk in the Park event. Craig Barras, Bill Mihalco have agreed to participate. Other Board members are encouraged to participate, if available.
  - E. Newsletter: Alyssa Harden reported that work on the next TCWA Newsletter will begin soon.
- **New Business:**
  - A. Bill Mihalco reported that he recently stopped and checked the condition of the kiosk near the Robert's parking lot on the Westmoreland Heritage Trail. Bill noted that no upgrades or repairs were needed at this time.
  - B. Guests Renee Dolney and Elisa Beck provided information on their organizations to the Board members. No action was required at this time. .
- **C. Adjournment**
  1. The meeting was adjourned at 6:35 pm.
  2. The next meeting will be held on Tuesday, July 30, 2019 at 5:30 pm at the FTMSA offices.



# Turtle Creek Watershed Association, Inc.

## Board of Directors

### Meeting Minutes

July 30, 2019

- **Call to Order:** President Jim Brucker called the Board of Directors meeting to order at 5:40pm.  
Attendance:
  - Board of Directors: Chuck Duritsa, Bill Mihalco, Kevin Kaplan, Kelly McLaughlin, Paul Whealdon
  - Associate Directors: Jamie Storey
  - Executive Director: Tom Keller
  - Members and Guests: Jason Fronczek, Jake Wieland, Renee Dolney, Elisa Beck, Lois Drumheller, Tom and Jayne Henningsen
- **Approval of Minutes:** A motion was made by Chuck Duritsa with a second by Kelly McLaughlin to approve the meeting minutes from the June 25, 2019 meeting. Motion approved.
- **Treasurer's Report and Invoices:** A motion was made by Chuck Duritsa with a second by Kelly McLaughlin to approve the Treasurer's Report. Motion approved. A motion was made by Chuck Duritsa with a second by Bill Mihalco to approve the Executive Directors expense report. Motion approved.
- **Executive Director's Report:** Tom reported that the Pittsburgh Foundation Wish List grant applications are due on August 16, 2019. The Board agreed to have Tom submit applications for field books with the TCWA logo, door magnets with the TCWA logo, outdoor literature holders for the kiosks and possibly a rainfall simulator. Tom noted that the Westmoreland Conservation District (WCD) Annual Awards Reception is scheduled for September 12<sup>th</sup> at the WCD barn. This is a good networking opportunity. Tom also noted that TCWA received two surveys recently. Jim Brucker agreed to complete the IRS Tax Exempt Organization Burden Survey and during the meeting a water monitoring survey received from the Allegheny Watershed Alliance was completed. Tom agreed to send in the water monitoring survey. The Allegheny Watershed Alliance is sponsoring a group social at Helicon Brewery on August 8.
- **Old Business**
  - A. Irwin Discharge: Waiting for the next round of Growing Greener Grants to submit a grant application for completing a Hydrologic Unit Plan.
  - B. Grant Writing Committee: No report.
  - C. Kevin Kaplan reported that emails received since the last meeting were being addressed.
  - D. Bill Mihalco reported that he and Craig Barras gave a presentation on the Turtle Creek Watershed during a gathering of the Friends of Murrysville Parks on July 27. The presentation went well. Both Bill and Craig agreed that the reviewing of older TCWA documents to prepare for the presentation was of benefit. One interesting note from the review is that the TCWA will be 50 years old next year according to dates listed in one of the reviewed reports.
  - E. Newsletter: The Board agreed to move forward with the distribution of the latest newsletter prepared by Alyssa Harden. Bill Mihalco agreed to notify Alyssa regarding the printing of the newsletter.

- **New Business:**

**A.** Tom Henningsen provided a summary to the Board of a mine drainage concern near his residence and the Maple Crest Residential Development in Monroeville. The Board noted that the resolution of any issues associated with the site conditions fell within the responsibilities of the Pennsylvania Department of Environmental Protection.

**B.** Elisa Beck gave a presentation on Reimagining Turtle Creek Watershed Communities which is a new effort led by representatives of Sustainable Monroeville and the League of Women Voters. Discussions were held by the Board regarding TCWA participating in the effort.

**C.** The Board agreed to sponsor Alyssa Harden in her efforts to become a Master Naturalist.

**D.** Craig Barras had submitted recent photographs he took of the Murrysville Heritage Estates storm water pond vegetation that TCWA planted in the fall of 2016. Craig reported that the area looked great.

**C. Adjournment**

1. The meeting was adjourned at 6:49 pm.

2. The next meeting will be held on Tuesday, August 27, 2019 at 5:30 pm at the FTMSA offices.

# Turtle Creek Watershed Association, Inc.

## Board of Directors

### Meeting Minutes

August 27, 2019

- **Call to Order:** Vice President Chuck Duritsa called the Board of Directors meeting to order at 5:35pm. Attendance:
  - Board of Directors: Bill Mihalco, Kevin Kaplan
  - Associate Directors: Jamie Storey\*
  - Director Emeritus: Ed Fischer\*
  - Executive Director: Tom Keller
  - Members and Guests: Jason Fronczek, Renee Dolney

\* Per Section V.6 of the TCWA By-laws an Associate Board member and a Director Emeritus can be temporarily assigned the rights and privileges of a Board member to support a meeting quorum.
- **Approval of Minutes:** A motion was made by Kevin Kaplan with a second by Jamie Storey to approve the meeting minutes from the July 30, 2019 meeting. Motion approved.
- **Treasurer's Report and Invoices:** A motion was made by Bill Mihalco with a second by Jamie Storey to approve the Treasurer's Report. Motion approved. A motion was made by Bill Mihalco with a second by Jamie Storey to approve the Executive Directors expense report. Motion approved.
- **Executive Director's Report:** Tom reported that the recent TCWA Newsletter was sent to 90 recipients via email and mailed to another 35. Copies of the Newsletter were provided to those in attendance at the meeting. Tom reported that he submitted the Pittsburgh Foundation Wish List grant totaling \$1,272.90 for literature holders for the kiosks, note pads, magnets and bookmarks. The 2017 Wish Grant for pollinator seeds has \$844.73 remaining. Ways to spend the money were discussed including distributing larger quantities of seeds rather than the small seed packs. Tom agrees to contact local school districts to see if the environmental science teachers might have a project using seed. Master Gardener organizations would also be contacted and something would be added to the website/Facebook page identifying that pollinator seed is available to organizations within the watershed if they contact us. All agreed the remaining pollinator seed money is to be spent by the end of the coming spring. Tom also noted we have \$627.79 left in the PFW Convening Grant which is to be spent promoting the TCWA. A discussion of a fall or winter activity for the TCWA was conducted and Jamie Storey recommended consideration of a stream cleanup of Abers Creek along Rt 286 which had been impacted by a heavy storm this summer. The Board agreed to pursue this cleanup. A tentative date of Sunday October 26 was selected and Tom agreed to send out a request for participants and leaders for the cleanup. Tom also noted that the Sewickley Creek Watershed Association's Third Annual Lowber Family Field Day is Wednesday, September 18<sup>th</sup> from 9 to 2. All are welcome to attend.
- **Old Business**
  - A. Irwin Discharge: Waiting for the next round of Growing Greener Grants to submit a grant application for completing a Hydrologic Unit Plan.
  - B. Grant Writing Committee: No report.

C. Kevin Kaplan reported that only one information email was submitted since the last meeting.

D. TCWA participation in Reimagining Turtle Creek Watershed Communities. No report.

- **New Business:**

A. One of the documents containing a history and information on the watershed notes that the TCWA was formed on August 31, 1970 making the TCWA 50 years old next year. The Board discussed planning an event to celebrate the 50 Anniversary. This topic will be discussed at future meetings. It was also suggested that we look at highlighting the 50 years in items such as our logo, letterhead and on the website and Facebook page.

B. Bill Mihalco noted that the annual meeting is to be held in November according to the by-laws. After some discussion it was agreed that the November meeting have a format similar to last years. A tentative date for the meeting of Tuesday, November 19 was selected. Bill Mihalco agreed to find a location.

C. Member Renee Donley offered to lead a visit of Chalfant Run to anyone who is interested. Signage for Turtle Creek was also discussed and the idea of putting signs at various points in the watershed identifying Turtle Creek was considered as something we might do in the future.

**C. Adjournment**

1. The meeting was adjourned at 6:35 pm.

2. The next meeting will be held on Tuesday, September 24, 2019 at 5:30 pm at the FTMSA offices.



# Turtle Creek Watershed Association, Inc.

## Board of Directors

### Meeting Minutes

September 24, 2019

- **Call to Order:** President Jim Brucker called the Board of Directors meeting to order at 5:37pm.  
Attendance:
  - Board of Directors: Bill Mihalco, Kevin Kaplan, Paul Whealdon, Kelly McLaughlin, Chuck Duritsa
  - Associate Directors: Jamie Storey
  - Director Emeritus:
  - Executive Director: Tom Keller
  - Members and Guests: Jason Fronczek, Jake Wieland, Jan Janecka
- **Approval of Minutes:** A motion was made by Kevin Kaplan with a second by Paul Whealdon to approve the meeting minutes from the August 27, 2019 meeting. Motion approved.
- **Treasurer's Report and Invoices:** A motion was made by Kevin Kaplan with a second by Kelly McLaughlin to approve the Treasurer's Report. Motion approved. A motion was made by Kelly McLaughlin with a second by Paul Whealdon to approve the Executive Directors expense report. Motion approved.
- **Executive Director's Report:** Tom reported that TCWA was not accepted into the 2019 Pittsburgh Foundation Wish Grant program. The 2017 Wish Grant for pollinator seeds has \$844.73 remaining. Tom plans to contact local school districts to see if they might want seed for student environmental projects. Bill Mihalco noted that the Westmoreland Land Trust would likely be interested in pollinator seed for use at the Ackermann Preserve located in North Huntingdon and in the Turtle Creek Watershed. Kelly McLaughlin made a motion with a second from Paul Whealdon to donate up to \$250 of seed to the Westmoreland Land Trust for use at the Ackermann Preserve. Motion approved. Tom also noted we have \$627.79 left in the Convening Grant which is to be spent promoting the TCWA. Jamie Storey, Renee Dolney and Jason Fronczek have agreed to work on a fall project involving a stream cleanup of Abers Creek along Rt 286 that was discussed in the August meeting. Tentative date for the cleanup is Sunday October 27.
- **Old Business**
  - A. Irwin Discharge: Waiting for the next round of Growing Greener Grants to submit a grant application for completing a Hydrologic Unit Plan.
  - B. Grant Writing Committee: Jason McCabe reported, via email, that discussions with representatives of the owner of the Biddle Property have indicated that the owner has been offered more than the assessed value for the property. Based on that information it was determined that a grant application under the OSMRE program would not be submitted. Jason also reported there is another potential opportunity to pursue involving a mine drainage issue in Brush Creek Park being developed in Penn Township.
  - C. Kevin Kaplan reported that no emails were submitted since the last meeting.
  - D. TCWA participation in Reimagining Turtle Creek Watershed Communities. The Board discussed potential participation, however, it was agreed that no action would be taken until an agenda is provided and reviewed for the upcoming December meeting of this group. Bill Mihalco agreed to contact Elisa Beck to obtain a copy of the agenda.

E. The TCWA 50 yr. Celebration was discussed. Jamie Storey provided a list of ideas to promote the 50 years of the TCWA. Kelly McLaughlin agreed to lead the planning efforts for the celebration. It was discussed that we should consider requesting a grant from the Foundation for Pennsylvania Watersheds to help pay for an event.

F. The Annual Meeting has been set for Tuesday, November 19 at Abruzzi's in North Huntingdon beginning at 6 pm. Elections for Board members, Associate Board members and officers will be held.

- **New Business:**

A. Chuck Duritsa reported on a discussion he had with John Dawes of the Foundation for Pennsylvania Watersheds regarding a recent meeting he had with representatives of Export Boro. There was some thought that the meeting may have had to do with mine discharges in Export but the reason for the meeting was a desire by Export to obtain funding for maintenance issues. After some discussions it was agreed that it might be worthwhile to contact Export to reiterate TCWA's desire to work with them on mine drainage issues.

**B. Adjournment**

1. The meeting was adjourned at 6:25 pm.

2. The next meeting will be held on Tuesday, October 29, 2019 at 5:30 pm at the FTMSA offices.

# Turtle Creek Watershed Association, Inc.

## Board of Directors

### Meeting Minutes

October 29, 2019

- **Call to Order:** Vice President Chuck Duritsa called the Board of Directors meeting to order at 5:31pm. Attendance:
  - Board of Directors: Bill Mihalco, Kevin Kaplan, Jason McCabe, Jessica Kane, Susan Forney
  - Associate Directors: Jamie Storey, Alyssa Harden
  - Executive Director: Tom Keller
  - Director Emeritus: Ed Fischer
  - Members and Guests: Jason Fronczek, Mike Dilles, Renee Donley
- **Approval of Minutes:** A motion was made by Kevin Kaplan with a second by Susan Forney to approve the meeting minutes from the September 24, 2019 meeting. Motion approved.
- **Treasurer's Report and Invoices:** A motion was made by Bill Mihalco with a second by Jason McCabe to approve the Treasurer's Report. Motion approved. A motion was made by Jason McCabe with a second by Susan Forney to approve the Executive Directors expense report. Motion approved.
- **Executive Director's Report:** Tom reported that the cleanup of Abers Creek on Sunday October 27 was well attended and a lot of material was cleaned up. The Board expressed their appreciation to the committee members for arranging the cleanup. Jamie Storey reported that 42 people participated in the cleanup including quite a few cub scouts. Jamie and Jason Fronczek agreed to continue as members of the cleanup committee. Pollinator seeds were provided to the Westmoreland Land Trust for planting at the Ackermann Preserve located in North Huntingdon at a cost of \$246.77. Most of the seed were planted on a volunteer day at the Preserve on October 25. There remains about \$598 in the seed grant. Tom contacted local school districts to see if they might want seed for student environmental projects. As a result of the outreach a 30 minute presentation has been scheduled for March 24 at 10 am at the Sunrise Estates Elementary School in the Penn-Trafford School District. Approximately 320 students will be participating and seeds and planting information will be provided. Susan and Tom will be conducting the presentation. Tom reported that he has spoken to Mark Jackson from the Westmoreland Conservation District and Mark will be creating TCWA letterhead and a logo to celebrate the 50 years of the TCWA. Tom reported that a letter has been drafted for the Vice President to sign that offers Export Boro the expertise of the TCWA to address mine drainage issues in and around the Boro. Chuck Duritsa signed the letter and it was mailed by Tom. Tom noted that TCWA members should be providing photographs from the watershed or other updated information at least every other week to keep the Facebook page current and in front of the public. Also, there is a need to start to plan for winter and spring activities. One idea discussed was to provide short presentations regarding the tributaries of Turtle Creek with information on items such as their history, water quality and impact on Turtle Creek. These meeting could be held in the communities where the tributaries are located. This item will be explored at future meetings. It was also noted that TCWA should be looking for grant opportunities for money for signs that could be placed around the watershed identifying that the area is part of the Turtle Creek Watershed.

- **Old Business**

**A. Irwin Discharge:** Jason McCabe reported that the next round of Growing Greener Grants should be available before the end of the year. The plan is to submit an application for funds to complete the Hydrologic Unit Plan for Turtle Creek. Jason also noted that we might consider becoming involved in a mine drainage issue in Brush Creek Park in Penn Township.

**B. Grant Writing Committee:** Jason McCabe reported that based on some interactions with Rep. George Dunbar; there may be grant money available in Westmoreland County for projects as the result of the fees on the new casino being built in the County.

**C.** Kevin Kaplan reported that no emails were submitted since the last meeting.

**D. TCWA participation in Reimagining Turtle Creek Watershed Communities.** The Board discussed potential participation in the upcoming December meeting planned by this organization, however, since the objective of the effort is not understood by the Board it was concluded that TCWA would not participate in the planned December meeting. Renee Donley noted that she was participating in the December meeting and would report back to the Board on the meeting during a future meeting.

**E. the TCWA 50 yr. Celebration:** Nothing new to report.

**F.** The Annual Meeting has been set for Tuesday, November 19 at Abruzzi's in North Huntingdon beginning at 6 pm. Elections for Board members, Associate Board members and officers will be held. Invitations to the meeting were discussed and it was agreed that some invitations would be sent to individuals. Tom requested that the Board members send him names of persons who they thought should be invited by Tuesday, November 5.

- **New Business:**

**A.** Alyssa Harden reported that the spots for exhibitors at the PA Master Naturalist Annual Conference were filled so TCWA could not participate in this event.

**B.** Alyssa Harden reported that she advertised the Fall Cleanup Event on Facebook. A motion was made by Bill Mihalco with a second by Kevin Kaplan to reimburse Alyssa for the fees to boost the Fall Cleanup Event on Facebook up to a maximum of \$50. Motion passed.

**C. Adjournment**

1. The meeting was adjourned at 6:35 pm.

2. The next meeting will be held on Tuesday, November 19, at 6 pm at Abruzzi's in North Huntingdon.

# Turtle Creek Watershed Association, Inc.

## Board of Directors –Annual Meeting

### Meeting Minutes

November 19, 2019

- **Call to Order:** Vice President Chuck Duritsa called the Board of Directors meeting to order at 6:31pm. Attendance:
  - Board of Directors: Bill Mihalco, Kevin Kaplan, Jessica Kane, Susan Forney, Kelly McLaughlin
  - Associate Directors: Alyssa Harden, Craig Barras
  - Executive Director: Tom Keller
  - Director Emeritus: Ed Fischer
  - Members and Guests: Jason Fronczek, Alyson Fearon, Jim Kilburg, Anne Lehman, Abbey Owoc
- **Introduction of Attendees:** The attendees introduced themselves and provided information on their backgrounds.
- **State of the TCWA:** Vice President Chuck Duritsa provided a discussion on the State of the TCWA which included the accomplishments from the previous year including among other things the Ducky Race, the Abers Creek Cleanup and expanded membership.
- **Executive Director's Report:** Tom requested Board support for two upcoming grant applications. One for a Growing Greener Application for Manor Boro for improvements to a parking area. This effort includes a letter of support and an in-kind contribution of \$1,000 consisting of items such as tree planting, rain garden construction and other plantings as needed. A motion was made by Kelly McLaughlin with a second from Chuck Duritsa to support this application. Motion was approved. The second application involves partnering with Westmoreland Conservation District (WCD) to submit a Dominion/Western Pennsylvania Conservancy mini-grant application for a conductivity, temperature, and depth meter to be installed in the Turtle Creek Watershed to obtain stream water quality data. WCD suggested installation of the meter in Haymaker Run in Murrysville. Kevin Kaplan made a motion to support the submittal of an application with the WCD for a water meter. The motion was seconded by Bill Mihalco and approved by the Board. Tom also requested that members of the Board of Directors submit 5 new names of individuals or companies that we could send application for membership to in the early 2020 membership drive. Alyssa Harden noted that TCWA should also be submitting a Dominion Mini-grant. Ideas for the grant included continued support for the newsletter and for the printing of TCWA branded bookmarks. Tom also passed around three different drafts of a TCWA logo to celebrate the 50 anniversary of the TCWA for member input. By the end of the meeting a draft had been selected for use.
- **Old Business**
  - A. Irwin Discharge: Bill Mihalco reported that Jason McCabe was working on the submittal of the Growing Greener application for funds to complete the Hydrologic Unit Plan for Turtle Creek.
- **New Business:**
  - A. Kelly McLaughlin identified that she as resigning from the TCWA Board of Directors to pursue other interests. The Board thanked her for her service and wished her the best.

**B.** Kelly McLaughlin, representing the Nominating Committee, recommended the nomination of Jim Brucker, Jason McCabe and Kevin Kaplan for three year terms on the Board of Directors and Alyssa Harden for a two year term. A motion was made by Susan Forney with a second by Bill Mihalco to nominate the persons recommended by the Nominating Committee. Motion approved.

**C.** Kelly McLaughlin, representing the Nominating Committee, recommended the nomination of Jason Fronczek and Anne Lehman as Associated Board Members. A motion was made by Kevin Kaplan with a second by Susan Forney to nominate the persons recommended by the Nominating Committee. Motion approved. Bob Hedin identified to the Board that he no longer wished to be an Associate Board member.

**D.** A Motion was made by Kevin Kaplan with a second by Susan Forney to nominate the 2019 officers for another term in 2020. Motion approved.

**E.** A motion was made by Chuck Duritsa with a second by Jessica Kane to not increase the membership dues for 2020. Motion approved.

**F.** Susan Forney agreed to lead the 50<sup>th</sup> Anniversary celebration efforts with support from other Board members and the Executive Director.

**G. Adjournment**

1. The meeting was adjourned at 7:35 pm.

2. The next meeting will be held on Tuesday, January 28, 2020 at 5:30 pm at the FTMSA offices.

Note: The Board of Directors approved prior to the Annual Meeting, by an email vote, the minutes from the October 29, 2019 meeting, the November Treasurer's report, and the Executive Directors November expense report and to allow the TCWA Treasurer to pay the bill for the Annual Meeting dinner. Motion was made by Bill Mihalco and seconded by Chuck Duritsa to approve the above noted items. Motion approved via email. Copies of the minutes, the Treasurer's report and the Executive Directors expense report were available at the Annual Meeting.