

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

February 23, 2021

A. Call to Order: President Jim Brucker called the Board of Directors meeting, conducted virtually using Teams, to order at 5:36pm.

Attendance:

Board of Directors: Jim Brucker, Bill Mihalco, Chuck Duritsa, Kevin Kaplan, Susan Forney, Jason McCabe, Jason Fronczek, Alyssa Davis, and Paul Whealdon

Associate Directors: Renee Donley, Rob Cronauer and Anne Lehman.

Executive Director: Tom Keller

Director Emeritus: None

Members and Guests: None

- B. Approval of Minutes:** A motion was made by Chuck Duritsa with a second by Kevin Kaplan to approve the meeting minutes from the January 26, 2021 meeting. Motion approved.
- C. Treasurer's Report and Invoices:** Kevin reported that we have extended the agreement for rental space for the records for three months at a cost of \$215.07. Several checks were also issued to support the efforts of the Chalfant Run Watershed Association (CRWA) from the monies TCWA was holding from the CRWA Dominion Grant. TCWA has released all monies being held for the CRWA Dominion grant. A motion was made by Bill Mihalco with a second by Chuck Duritsa to approve the Treasurer's Report with an updated checking account balance of \$1,814.47. Motion approved. A motion was made by Susan Forney with a second by Kevin Kaplan to approve the Executive Director's expense report of \$541.61. Motion approved.
- D. Executive Director's Report:** Tom reported that he mailed 65 applications for membership. The mailings included the latest newsletter. Tom also discussed distribution of the newsletter to Board members
- E. Old Business**
- A. Grant Updates:**
- **Growing Greener grant requesting funds to complete a Qualified Hydrologic Unit (QHU) report for Turtle Creek.** Jason reported that requested information on the grant has been submitted to the DEP but no response has been received from them. Following the DEP review, TCWA will be required to sign the agreement. Jason noted that he plans on setting up a scoping meeting with the DEP in the near future to review the finalized scope of work. The TCWA representatives in the meeting are likely to be Jason, Joe Mills from Skelly and Loy, Jim Brucker and Tom Keller. Following the DEP meeting schedules will be developed to assist in ensuring the TCWA required volunteer hours are addressed. How to bill Tom's time was discussed since he will have significant hours in the effort that will be above the previously agreed to limit of around 10 hours a month. A motion was made by Chuck Duritsa and seconded by Kevin Kaplan to allow Tom to bill additional hours above the previously agreed hours to the QHU grant. Motion approved. These additional hours will be billed to the grant. After some discussion, it was agreed that time spent during monthly meetings when the QHU grant is being discussed could be listed on the in-kind list of hours each member should be recording. Some discussion of other grant opportunities or issues

were discussed including purchase of the Biddle Property and building a handicap fishing area along Turtle Creek. The handicap area will be discussed at a future meeting. Purchasing of the Biddle property will be discussed in the future following the completion of the QHU.

- B. Kevin Kaplan reported that the emails had been received regarding the development of the old Westinghouse Research Center in Churchill. Anne Lehman noted that she is reviewing plans for project and will contact the persons sending the emails.
 - C. Tom Keller noted that he has contacted the Pennsylvania office involved with sales tax exemptions to change our address in their records. The office will be getting back to Tom in the future to make the changes.
 - D. Bill Mihalco reminded Board members to send in their Conflict of Interest forms if they have not done so already. Bill agreed to send out a reminder.
 - E. As noted in the Treasurer's report the agreement for the rental space has been extended for three months until the end of April. Bill Mihalco noted that he was going to visit the storage area and do an inventory of what is in the area.
 - F. Alyssa Davis noted that she will be discussing with representatives of the Westmoreland Conservation District the best ways for TCWA to review the data being collected on Turtle Creek by the recently installed water meter.
- F. **New Business**
- A. The Pa Fish Commission has provided the trout stocking dates for Turtle Creek on their website and the dates are March 31 and April 13. Trout season opens on April 2.
 - B. PA request has been received regarding providing images to support the updating the Reimagining Our Westmoreland. Images are to be submitted by 2/26/2021.
 - C. **Adjournment**
 - 1. The meeting was adjourned at 6:22pm.
 - 2. The next meeting will be held virtually on Tuesday, March 30, 2021 at 5:30 pm. The virtual link for the meeting will be the same link sent by Jason McCabe for the February meeting.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

March 30, 2021

A. Call to Order: President Jim Brucker called the Board of Directors meeting, conducted virtually using Teams, to order at 5:44pm.

Attendance:

Board of Directors: Jim Brucker, Bill Mihalco, Chuck Duritsa, Kevin Kaplan, Jason McCabe, Jason Fronczek, Alyssa Davis, and Paul Whealdon

Associate Directors: Renee Donley and Anne Lehman.

Executive Director: Tom Keller

Director Emeritus: None

Members and Guests: Russ Cepko.

- B. Approval of Minutes:** A motion was made by Chuck Duritsa with a second by Kevin Kaplan to approve the meeting minutes from the February 23, 2021 meeting. Motion approved.
- C. Treasurer's Report and Invoices:** A motion was made by Jason McCabe with a second by Chuck Duritsa to approve the Treasurer's Report. Motion approved. A motion was made by Chuck Duritsa with a second by Kevin Kaplan to approve the Executive Director's expense report of \$211.25 for February. Motion approved.
- D. Executive Director's Report:** Tom reported that he had 18 membership renewals. In addition, it was discussed that several Board members renewed at the annual meeting. Several other memberships had just been received in the mail. Tom reminded the Board of the importance of all Board members being up to date on their memberships and to contribute some amount above the basic membership. This is important when pursuing grants. Tom reported that the TCWA address has been corrected in the records for the TCWA PA Sales Tax Exemption. Tom provided a copy of the revised form provided by the PA Department of Revenue. A Ducky Race for 2021 was discussed. The race is on hold because of Covid-19 but Alyssa Davis agreed to contact Irwin Boro to determine their interest in doing a Ducky Race in the fall if Covid-19 issues improve. Tom recommended posting more information on Facebook. Alyssa agreed to contact Susan Forney and to work together to post more information about the TCWA on Facebook.

E. Old Business

A. Grant Updates:

- **Growing Greener grant requesting funds to complete a Qualified Hydrologic Unit (QHU) report for Turtle Creek.** Jason McCabe reported that the PA Department of Environmental Protection (DEP) is still reviewing the information submitted by TCWA. Jason will let others know when the DEP is ready to further discuss the grant.
- **Purchase of the Biddle Property.** Jason McCabe reported he has been in contact with a representative of the property owner (See the note at the end of the minutes). The owner has indicated that he would discuss the sale if we had the money available. The owner is asking \$75,000 for the property and, at this time, is not willing to sign an agreement that would give TCWA a time period to raise the required money for the property. A discussion of how to move forward was held. Based on the discussion a motion was made by Jason Fronczek with a second by Kevin Kaplan to approach the property owner to determine if he

is willing to accept TCWA paying the annual property taxes (\$534.39) as part of the purchase agreement. Motion passed. Jason McCabe agreed to approach the property owner's agent with this new offer.

- B. Kevin Kaplan reported that a few emails had been received and action was or will be taken to address the emails.
 - C. Bill Mihalco noted that he visited the records storage area and did an inventory of what is in the area. Seven file cabinets in various conditions, an empty bookcase and several boxes of records are stored in the area. Most of the file cabinets are nearly full with records some dating back to the 1970s. Bill Mihalco agreed to look into having a cleanup for the records.
 - D. Bill Mihalco reported that he will be participating in the trout stocking of Turtle Creek scheduled for March 31. Bill will have newsletters and applications available to share with those assisting with the stocking.
 - E. Alyssa Davis noted that she will be discussing with representatives of the Westmoreland Conservation District the best ways for TCWA to review the data being collected on Turtle Creek by the recently installed water meter.
- F. **New Business**
- A. Jim Brucker reported that the 2020 IRS Tax Return for TCWA has been completed and submitted.
 - B. Renee Donley reported that another Chalfant Run Cleanup has been scheduled for April 10, beginning at 10am. Several Board members agreed to participate in the cleanup effort. Renee also reported that Chalfant Run Watershed Association will be participating in the City Nature Challenge on May 1.
- C. **Adjournment**
- 1. The meeting was adjourned at 6:33pm.
 - 2. The next meeting will be held on Tuesday, April 27 2021 at 5:30 pm. The meeting will be held at the Monroeville Boro building, 2700 Monroeville Blvd., Monroeville. A virtual link for the meeting will also be made available for the meeting.

Note: On March 4 a virtual meeting was held to discuss the TCWA purchase of the Biddle property. Attendees included TCWA members Chuck Duritsa, Bill Mihalco, Jason McCabe, Susan Forney, Tom Keller, Craig Barras, Rob Cronauer, Paul Whealdon, and John Mores; Brian Rasel from Rep. George Dunbar's office; Dan Carpenter of Westmoreland County Planning; and Jason Rigone of Westmoreland County IDC. While the anticipated funds (up to \$75,000) to purchase the property are not available within the TCWA accounts, the method to purchase the property will afford the better part of a year to acquire the needed funds. Based on the discussion, a motion was made and seconded to allow the TCWA to continue communications with the Biddle property owner's representative (David Reese of Commercial Choice Realty) with the intent that TCWA purchase the property. Motion passed with affirmative votes from those participating and other email responses.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

April 27, 2021

A. Call to Order: President Jim Brucker called the Board of Directors meeting, conducted in person and virtually using Teams, to order at 5:40pm.

Attendance:

Board of Directors: Jim Brucker, Bill Mihalco, Chuck Duritsa, Kevin Kaplan, Jason McCabe, Susan Forney, and Paul Whealdon.

Associate Directors: Anne Lehman.

Executive Director: None

Director Emeritus: None

Members and Guests: Russ Cepko.

- B. Approval of Minutes:** A motion was made by Chuck Duritsa with a second by Kevin Kaplan to approve the meeting minutes from the March 30, 2021 meeting. Motion approved.
- C. Treasurer's Report and Invoices:** A motion was made by Chuck Duritsa with a second by Jason McCabe to approve the Treasurer's Report. Motion approved. A motion was made by Chuck Duritsa with a second by Kevin Kaplan to approve the Executive Director's expense report of \$175.65 for March. Motion approved. A motion was made by Paul Whealdon with a second by Kevin Kaplan to pay the invoice of \$912 for the annual Board insurance premium. Motion approved. A motion was made by Chuck Duritsa with a second by Paul Whealdon to allow the Treasurer to pay, without coming to the Board, the monthly fee for the Guardian Storage area until such time as the records are moved. Motion approved.
- D. Executive Director's Report:** Tom was not present but his report was provided to the Board prior to the meeting. Membership applications should be forwarded to Tom to include in the database. Susan Forney agreed to work with Alyssa Davis to post more information on the web and Facebook pages. Other items from Tom's report are covered in the regular agenda.
- E. Old Business**
- A. Grant Updates:**
- **Growing Greener grant requesting funds to complete a Qualified Hydrologic Unit (QHU) report for Turtle Creek.** Comments on the TCWA submittal for the Growing Greener Grant were just received from the PA Department of Environmental Protection (DEP). Jason will work with the appropriate Board members to address the comments which appeared to be administrative in nature.
 - **Purchase of the Biddle Property.** Jason McCabe had approached the property owner's agent with an offer to pay the annual property taxes as approved in the March TCWA meeting. The property owner rejected this latest offer. Jason identified that he would discuss the current status with Westmoreland County personnel before the next meeting.
- B.** Kevin Kaplan reported that a few emails had been received and action was or will be taken to address the emails.
- C.** Bill Mihalco noted that the Guardian Storage area where the TCWA records are currently stored is sponsoring a free paper shredding event on Saturday, May 1 beginning at 11am. This is a good opportunity to dispose of some of the materials in the storage area. Several Board members

agreed to meet at 9am on May 1 at the storage area to determine if some of the records could be disposed of during the shredding event.

- D. Bill Mihalco reported that he participated in the trout stocking of Turtle Creek on March 31 and will be participating in the second stocking scheduled for April 30.
- E. Data collection from the TC water quality monitor: No report.
- F. Chalfant Run cleanup held on April 10 was successful with approximately 80 people attending including several member of the TCWA Board of Directors. The Chalfant Run Watershed is sponsoring a City Nature Challenge in the watershed on Saturday, May 1.
- G. Duck Race for 2021: No report. Note: Shortly after the meeting Alyssa Davis reported that after discussions with Irwin Boro they are interested in co-sponsoring another Ducky Race later in 2021. Additional discussion of this event will be held at future Board meetings.

F. New Business

- A. An email was received from Alex Graziani, Churchill Boro Manager, requesting TCWA support of the request to name an unnamed tributary of Chalfant Run as Ridgewood Run. A motion was made by Bill Mihalco with a second by Chuck Duritsa to send a letter of support from the TCWA to Mr. Graziani for the naming of the current unnamed tributary of Chalfant Run. Motion approved. Jim Brucker agreed to draft and sent the letter of support.
- B. Bill Mihalco reported he visited the kiosk at the Robert's Parking area along the Westmoreland Heritage Trail that was installed by TCWA a few years ago. Bill noted that the kiosk could use to be painted.

C. Adjournment

- 1. The meeting was adjourned at 6:15pm.
- 2. The next meeting will be held on Tuesday, May 25, 2021 at 5:30 pm. The meeting will be held at the Monroeville Boro building, 2700 Monroeville Blvd., Monroeville. A virtual link for the meeting will also be made available for the meeting.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

June 29, 2021

A. Call to Order: President Jim Brucker called the Board of Directors meeting, conducted in person and virtually using Teams, to order at 5:30pm.

Attendance:

Board of Directors: Jim Brucker, Bill Mihalco, Chuck Duritsa, Jason Fronzcek, Jason McCabe, Susan Forney, Alyssa Davis, Kevin Kaplan, and Paul Whealdon.

Associate Directors: Anne Lehman.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Joe Mills and Todd Seitz.

- B. Approval of Minutes:** A motion was made by Chuck Duritsa with a second by Jason McCabe to approve the meeting minutes from the May 25, 2021 meeting. Motion approved.
- C. Treasurer's Report and Invoices:** Kevin Kaplan noted that the Treasurer's Report should be amended since the report provided an incorrect amount for Tom's expenses. A motion was made by Chuck Duritsa with a second by Bill Mihalco to approve the revised Treasurer's Report. Motion approved. A motion was made by Chuck Duritsa with a second by Jason McCabe to approve the Executive Director's expense report of \$164.45 for May. Motion approved.
- D. Executive Director's Report:** Tom reported that that only a few new TCWA memberships have been received. Tom recommended that the Board establish committees to address certain items and that each committee has a chair/contact person. After some discussion the following committees were established: Cleanup Committee – Chair Jason Fronzcek; Duck Race Committee – Chair Alyssa Davis, Public Relations Committee – Chair Susan Forney; and the In-kind Hours for the Growing Greener Grant Committee – Chair Tom Keller. All the chairs agreed to accept their respective positions. Tom had provided a draft letter that he and Susan prepared for sending to municipalities to solicit their input on locations in their municipalities that could be candidates for a cleanup project. The Board agrees with letter with an addition that ORSANCO could provide gloves and shirts for the cleanup events. Tom was to send the letters to our member municipalities along with Penn Township and Murrysboro. Tom reported on his investigation into getting a small game of chance license. After some discussion, including the fact that Alyssa had prepared an application for a four month Small Game of Chance License for the Duck Race, it was concluded that the application Alyssa was submitting should be revised to request a year-long Small Game of Chance license at a cost of \$125. This would allow TCWA to offer tickets as a fund raiser sometime in the year. It was discussed that a good option would be offering 100 tickets at \$20/ticket and having a prize valued at around \$1,000. Costs for printing the tickets would be less than \$100. Tom also provided a list of elected officials at the county and State level that serve the watershed area.
- E. Old Business**
- A. Grant Updates:**
- **Grant requesting funds to complete a Qualified Hydrologic Unit (QHU) report for Turtle Creek.** Jason McCabe reported that the Grant has been signed. A scoping meeting will be held with the DEP in the near future to review the scope of work. Once the meeting with

the DEP is completed in-house meetings to schedule the work will be held. Skelly and Loy will be issuing a revised proposal agreement for TCWA review in the near future. This agreement will outline Skelly and Loy's responsibilities for completing the work required under the grant. TCWA has to provide in-kind hours that will equate to about \$10,000 for the grant. Jason also reported the current completion date for the grant work is December 31, 2022.

- **Purchase of the Biddle Property.** Jason McCabe reported on a discussion he had with a Westmoreland County representative where the representative requested TCWA prepare a proposal to the County as to why they should purchase this property. Jason McCabe and Jim Brucker will work together to contact Bob Hedin to see if he is willing to prepare a proposal since he authored the report that identified the Biddle Property as the primary location for the installation of a treatment system to address the Irwin Discharge. Up to \$500 was allocated to cover the cost of the proposal.
- B. No significant emails were reported.
- C. Records storage: Bill Mihalco noted that there are still file cabinets of old records to go through and perhaps this can be done on the same day as a future Board meeting. Members of the Board were requested to look for places we could store the records in lieu of storing them at a commercial storage area.
- D. Contact with Nine Mile Run Watershed Association: No report.
- E. Data collection from the TC water quality monitor: Alyssa Davis provided a printout of data being collected by the monitor.
- F. Duck Race for 2021: Alyssa Davis reported on preparation for the event. The Duck Race has been scheduled for September 25, 2021 at the Irwin Park. The event which is also an Irwin Boro community day will be held from 11 to 1 on the 25th. Irwin has agreed to take the lead on food, drinks, entertainment and games. TCWA will be in charge of the Duck Race. Proceeds from the day will be split 50/50 between Irwin and TCWA. Brochures and tickets have been printed and were provided to Board members who were at the meeting. Alyssa also presented the Board with a list of upfront costs for items such as start/finish flags, TWCA stickers, sponsorship bags, social media/signage promotions, and clothing to identify volunteers. Alyssa estimated these items would cost around \$900. A motion was made by Chuck Duritsa and seconded by Jason McCabe to make up to \$900 of TCWA funds available to pay for the Duck Race expenses. Motion passed. Irwin asked for a copy of our insurance policy information. Jim Brucker agreed to review the existing policy before giving any information to Irwin.
- G. Murrysville Library Presentation: Susan Forney reported on the upcoming presentation on the history and recovery of Turtle Creek being presented at the Murrysville Community Center on July 1. Several Board members (Jason McCabe, Jason Fronzcek, Alyssa Davis, and Renee Dolney) will be working with Susan. An excellent article on the presentation was available in the Saturday June 26 edition of the Tribune Review.
- H. Painting of the Roberts Parking Area Kiosk: Plans are to apply a new coat of paint to the kiosk this year.
- F. **New Business**
 - A. Jason McCabe reported he and other Board members sat in on a video presentation discussing the planning efforts for the Turtle Creek Trail. The trail will run from Carrie Furnace in Rankin to connect with the Westmoreland Heritage Trail near Trafford. Jason has plans to meet with representatives of the trail on July 9 at 1 pm at the All American Baseball Center in Trafford to discuss TCWA input into the trail planning process. Board members are encouraged to attend.
 - B. **Adjournment**
 - 1. The meeting was adjourned at 6:51pm.

2. The next meeting will be held on Tuesday, July 27, 2021 at 5:30 pm. The meeting will be held at the Monroeville Boro building, 2700 Monroeville Blvd., Monroeville. A virtual link for the meeting will also be made available for the meeting.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

August 31, 2021

A. Call to Order: President Jim Brucker called the Board of Directors meeting, conducted in person and virtually using Teams, to order at 5:36pm.

Attendance:

Board of Directors: Jim Brucker, Bill Mihalco, Chuck Duritsa, Jason Fronzcek, Jason McCabe, Susan Forney, Alyssa Davis, Kevin Kaplan, and Paul Whealdon.

Associate Directors: Rob Cronauer and Renee Dolney.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Joe Mills.

- B. Approval of Minutes:** A motion was made by Chuck Duritsa with a second by Kevin Kaplan to approve the meeting minutes from the June 29, 2021 meeting. Motion approved.
- C. Treasurer's Report and Invoices:** A motion was made by Paul Whealdon with a second by Chuck Duritsa to approve the Treasurer's Report. Motion approved. A motion was made by Bill Mihalco with a second by Paul Whealdon to approve the Executive Director's expense report of \$223.45 for June. Motion approved.
- D. Executive Director's Report:** Tom reported that that no new TCWA memberships have been received. Alyssa has obtained the Small Games of Chance license from Westmoreland County. The license is good for a year. Tom reported that the Community Foundation of Westmoreland County 2021 Wishbook application is due by August 15. The Board agreed that an application should be submitted and Tom agreed to complete the application. Tom presented some information on obtaining liability insurance for the TCWA. One policy, offered by POWR had a cost of \$400. The Board discussed the desire or need to obtain liability insurance versus the cost to the organization. The Board agreed to table this issue and requested that Alyssa Davis contact Irwin Boro to determine if Irwin will require liability insurance from the TCWA for the Ducky Race. Alyssa was to provide the results of her discussion to the Board. A motion was made by Chuck Duritsa and seconded by Bill Mihalco that if TCWA is required to have insurance for the Ducky Race the Board pursue insurance through POWR. Motion passed. Tom reported that he had received information on the Bare Root Tree Grant Program for Fall 2021. Board members are to consider recommending groups that TCWA could partner with for a grant. Jason McCabe agreed to participate in the conference call for groups considering a grant application. Tom presented information on the options for TCWA conducting raffles. After some discussion, the Board decided to table further discussions until a future meeting.
- A. Old Business**
- A. Grant Updates:**
- **Grant requesting funds to complete a Qualified Hydrologic Unit (QHU) report for Turtle Creek.** Jason McCabe reported that the contract for Skelly and Loy's work on the grant was provided to the Board. A motion was by Chuck Duritsa and seconded by Paul Whealdon to approve the TCWA president, Jim Brucker, to sign the contract. Motion approved. Jason noted that a meeting will be setup with the DEP once the signed contract is received by

Skelly and Loy. Discussion with the DEP will include requesting some upfront grant money from the DEP.

- **Purchase of the Biddle Property.** TCWA has received a reassessment of the use of the Biddle Property for a treatment location from Hedin and Associates. A motion was made by Jason McCabe and seconded by Chuck Duritsa to forward the Hedin reassessment to Westmoreland County for their consideration for the purchasing of the Biddle property. Motion approved. Jason McCabe agreed to forward the reassessment to the County.

- B. An email was received from the office of State Representative Summer Lee regarding the water quality in Turtle Creek. Tom Keller agreed to prepare a response to the email.
 - C. Records storage: Bill Mihalco noted a letter has been received from the Westmoreland Land Trust (WLT) allowing the storage of the TCWA records at the Schwarz Farmhouse. A motion was made by Bill Mihalco and seconded by Chuck Duritsa to accept the conditions for storage noted in the WLT letter. Tom agreed to response to the WLT letter allowing storage but releasing the WLT from any liability for the records if they are damaged or destroyed. Several Board members agreed to assist in reviewing the records and moving them to the farmhouse.
 - D. Susan Forney reported that 28 people attended the Murrysville Library presentation on Turtle Creek. Susan thanked the members who assisted in preparing and providing the presentation.
 - E. Renee Dolney reported that Nine Mile Run Watershed Association has been renamed Upstream Pittsburgh and their mission has changed so they will not be working with the TCWA as previously discussed.
 - F. Duck Race for 2021: Alyssa Davis reported that preparation for the event continues. Tickets for ducks are being sold. Work also continues on sponsorships. Flyers are also available for posting.
 - G. Painting of the Roberts Parking Area Kiosk: Plans are to apply a new coat of paint to the kiosk this year.
- B. **New Business**
- A. Jason McCabe reported he and Bill Mihalco met with representatives of Turtle Creek Connector Trail to discuss TCWA becoming a partner in the planning for the Trail. TCWA was asked to consider the possibility of holding property required for the trail. More discussions on the Trail will be held at future Board meetings.
 - B. Lyons Run: A recent newspaper article identified that Lyons Run Watershed Association has obtained permits to construct an acid mine drainage treatment facility to improve the water quality in Lyons Run, a tributary to Turtle Creek. Tom Keller agreed to draft a letter to the Lyons Run Watershed Association discussing the possibility of TCWA working with them to further improve the water quality of Lyons Run and Turtle Creek.
 - C. **Adjournment**
 - 1. The meeting was adjourned at 6:45pm.
 - 2. The next meeting will be held on Tuesday, August 31, 2021 at 5:30 pm. The meeting will be held at the Monroeville Boro building, 2700 Monroeville Blvd., Monroeville. A virtual link for the meeting will also be made available for the meeting.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

August 31, 2021

A. Call to Order: President Jim Brucker called the Board of Directors meeting, conducted in person and virtually using Teams, to order at 5:36pm.

Attendance:

Board of Directors: Jim Brucker, Bill Mihalco, Chuck Duritsa, Jason McCabe, Susan Forney, Alyssa Davis, and Paul Whealdon.

Associate Directors: Rob Cronauer and Renee Dolney.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: None.

- B. Approval of Minutes:** A motion was made by Chuck Duritsa with a second by Paul Whealdon to approve the meeting minutes from the July 27, 2021, meeting. Motion approved.
- C. Treasurer's Report and Invoices:** A motion was made by Bill Mihalco with a second by Chuck Duritsa to approve the Treasurer's Report. Motion approved. A motion was made by Chuck Duritsa with a second by Jason McCabe to approve the Executive Director's expense report of \$214.45 for July. Motion approved.
- D. Executive Director's Report:** Tom reported the WishBook grant application had been submitted. Letters were mailed to the four TCWA municipal members regarding potential locations for stream cleanup efforts. Letters were also issued to Daniel Nemanic from State Rep. Summer Lee's office and to the Lyons Run Watershed Association. The plan for potentially issuing raffle tickets has been put on hold until after the Ducky Race. Tom reported that no Bare Root Tree Grant program application will be submitted this year. Tom responded to a request from the Manager of Churchill Boro regarding the availability of GIS maps and to an inquiry regarding notifications of spills into Turtle Creek. Tom noted that the Western Pennsylvania Conservancy and Berkshire Hathaway Energy's Pipeline Group are bringing back the Watershed Minigrant Program. After some discussion, it was agreed that TCWA would submit a minigrant application for the development and printing of a brochure for the TCWA and to support the generation and distribution of the TCWA newsletter. Tom agreed to work on the grant application. Susan Forney and Alyssa Davis agreed to work on the content of the brochure. The grant application is due on October 1.

A. Old Business

A. Grant Updates:

- **Grant requesting funds to complete a Qualified Hydrologic Unit (QHU) report for Turtle Creek.** Jason McCabe reported that the kickoff meeting with the DEP was completed. The DEP expressed an interest in getting a years' worth of data and discussed the DEP lab analyzing the additional samples. DEP will coordinate with TCWA to resolve the out-of-scope costs. The first sampling of Turtle Creek is tentatively scheduled for September 16. Samples from 5 or 6 locations will be collected as part of each sampling event. Jason McCabe agreed to discuss requesting some upfront grant money with the DEP.
- **Purchase of the Biddle Property.** TCWA representatives held a virtual meeting with Jason Rigone the Westmoreland Planning Director on August 31. Mr. Rigone agreed to arrange a

meeting with the Westmoreland County Commissioners to discuss the County working with TCWA to purchase of the Biddle Property. Mr. Rigone will inform TCWA when the meeting has been arranged. It was agreed that it would be beneficial if Bob Hedin could also attend the meeting. It was also suggested that the Commissioners be supplied some background information prior to the meeting. TCWA will prepare the background information and the information to be presented at the meeting.

- B. An email was received from ReImagine Turtle Creek Watershed and Airshed Communities Plus. Susan Forney agreed to provide a response to the email from this organization.
 - C. Records storage: Bill Mihalco that the TCWA records were moved from Guardian Storage to the Westmoreland Land Trust (WLT) Schwarz Farmhouse. The remaining file cabinets in the Guardian Storage area have been removed. Thanks to Kevin Kaplan and Paul Whealdon for their efforts in moving the records and dispositioning the unwanted materials.
 - D. Duck Race for 2021: Alyssa Davis reported that preparation for the event continues. Tickets for ducks are being sold. We now have \$2,600 in sponsorships. A band has been scheduled. Board members are requested to consider donating some gift cards (\$10 or \$15 in value) that can be used as prizes. Flyers are also available for posting. Irwin has agreed to cover TCWA on their insurance certification so TCWA will not be required to obtain liability insurance for this event.
 - E. Jason McCabe agreed to contact representatives of the Turtle Creed Connector Trail.
 - F. Painting of the Roberts Parking Area Kiosk: Plans are to apply a new coat of paint to the kiosk this year.
- B. **New Business**
- A. The Board discussed this year's Annual Meeting and agreed that the meeting will be held on Tuesday November 16 beginning at 5:30 at the Bella Luna. Jim Brucker agreed to make the reservations with Bella Luna. Additional discussion of the meeting will be held at future Board meetings.
- B. **Adjournment**
1. The meeting was adjourned at 6:23pm.
 2. The next meeting will be held on Tuesday, September 28, 2021, at 5:30 pm. The meeting will be held at the Monroeville Boro building, 2700 Monroeville Blvd., Monroeville. A virtual link for the meeting will also be made available for the meeting.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

October 26, 2021

A. Call to Order: President Jim Brucker called the Board of Directors meeting, conducted in person and virtually using Teams, to order at 5:30pm.

Attendance:

Board of Directors: Jim Brucker, Chuck Duritsa, Jason Fronzcek, Jason McCabe, Susan Forney, Alyssa Davis, Kevin Kaplan, and Paul Whealdon.

Associate Directors: Rob Cronauer and Renee Dolney

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Joe Mills and Annie Deely

- B. Approval of Minutes:** A motion was made by Chuck Duritsa with a second by Kevin Kaplan to approve the meeting minutes from the August 31, 2021 meeting. Motion approved.
- C. Treasurer's Report and Invoices:** A motion was made by Chuck Duritsa with a second by Jason McCabe to approve the Treasurer's Report. Motion approved. A motion was made by Chuck Duritsa with a second by Jason McCabe to approve the Executive Director's expense report of \$370.70 for August. Motion approved. A motion was made by Chuck Duritsa with a second by Jason McCabe to approve the invoice for the truck rental to move the TCWA files from the storage locker to Westmoreland Land Trust's building. Motion approved.
- D. Executive Director's Report:**
- Tom reported that Alyssa Davis and her coworker Hank Bradish submitted a WPC BHE GT&S minigrant application for \$2,357.00. The request includes a new water quality monitor within the watershed and printing of an updated TCWA brochure, two more editions of a newsletter, and additional buzz cards.
 - TCWA's request to be included within the 2021 Wish Book has been approved. A request for \$5,000 was submitted, and the book should be printed in November with notices around Jan/Feb 2022.
 - We received a reply from Ben Sampson (President of the Lyons Run Watershed Association) in regards to our letter we sent indicating interest in their upcoming AMD remediation project on Boxcartown Rd. He thanked us for our support and offered to meet and discuss the project. Jim Brucker will set up a meeting with Sampson.
 - Discussions occurred with raffle tickets options/prices/selling process. It was decided to hold off on the tickets until after the results of the Wish Book grant.
- E. Old Business**
- Grant Updates:
 - **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
Jason McCabe reported that he still needs to send in the request for 20% upfront working capital. The group who volunteered to collect stream samples will be going out on Thursday (9/30) to collect the first run of samples.
 - **Purchase of the Biddle Property.**

Jason McCabe reported that the meeting went great with attendance including all three commissioners, Bob Hedin, and multiple TCWA board members. Jason Rigone sent an email indicating there is good support for the project. TCWA will support with the purchase of the property as much as we can being limited in funds. The treatment plant would be open to the public and made an educational/recreational area.

- Letters issued and emails received: We received an email from ThreeRivers QUEST sharing information about their new water quality database WATERS.
- Duck Race 2021 Results: Alyssa Davis reported on the successful Duck Race event on Sept. 25. We had 100+ attendees with lots of activities and live music for all ages. There was lunch food and an ice cream truck, Chinese auctions raffles, 50/50, a firetruck and ambulance for kids to explore, face painting, and a few educational tables. After expenses were taken out, TCWA & Irwin Boro each net \$1,682.40!
- Turtle Creek Connector Trail: No updates.
- Annual Meeting: TCWA's annual meeting will take place on Nov. 16 at 5:30 pm at Bella Luna in Murrysville. The restaurant has been informed there will be approx. 12-15 attendees.
- Painting of the Roberts Parking Area Kiosk: We already have the paint, so a date will be chosen and emailed out to everyone for volunteers to help.

F. New Business

- Reimagining Turtle Creek Watershed and Airshed: Annie Deely, who was representing the group, called in via Zoom to explain what the group does, their partners, programs, and mission. They host a number of sustainable community programs such as health and wellness podcasts, native and backyard gardening, sustainable design and infrastructure, and single-use plastics reduction. They were reaching out to see if there were any ways to partner with TCWA.
- Nominating Committee: Bill Mihalco and Chuck Duritsa will act as this year's nominating committee.
- Maintenance of Existing Wooden TCWA signs: The signs throughout the watershed (initially constructed and installed with a boy scout project) are in need of some maintenance. Some sanding/sealing/painting was proposed for the future.

G. Adjournment

- The meeting was adjourned at 6:46 pm with a motion from Jason McCabe and a second by Kevin Kaplan.
- The next meeting will be held on Tuesday, October 26, 2021 at 5:30 pm. The meeting will be held at the Monroeville Boro building, 2700 Monroeville Blvd., Monroeville. A virtual link for the meeting will also be made available for the meeting.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

October 26, 2021

A. **Call to Order:** President Jim Brucker called the Board of Directors meeting, conducted in person and virtually using Teams, to order at 5:30pm.

Attendance:

Board of Directors: Jim Brucker, Chuck Dorita, Jason Fronzcek, Jason McCabe, Bill Mihalco, Alyssa Davis, Kevin Kaplan, and Paul Whealdon.

Associate Directors: Rob Cronauer and Renee Dolney

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Troy Scott

- B. **Approval of Minutes:** A motion was made by Chuck Duritsa with a second by Kevin Kaplan to approve the meeting minutes from the September 28, 2021 meeting. Motion approved.
- C. **Treasurer's Report and Invoices:** A motion was made by Bill Mihalco with a second by Chuck Duritsa 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 Director's expense report of \$206.54 for September. Motion approved.
- D. **Executive Director's Report:**
- TCWA's request to be included within the 2021 Wish Book has been approved. A request for \$5,000 was submitted, and the book should be printed in November with notices around Jan/Feb 2022.
 - We received a reply from Ben Sampson (President of the Lyons Run Watershed Association) regarding our letter we sent indicating interest in their upcoming AMD remediation project on Boxcartown Rd. He thanked us for our support and offered to meet and discuss the project. Jim Brucker has reached out to Mr. Sampson to set up a meeting.
 - Tom reminded members to record their in-kind hours and mileage for both routine TCWA business and separately for the QHU work. Routine in-kind records are to be sent to Alyssa while the QHU records are to be sent to Tom.
 - Tom will respond to the request from Reimagining Turtle Creek Watershed and Airshed Communities regarding our process for setting up a volunteer day. No volunteer cleanups are planned for the remainder of the calendar year. Jason Fronzcek reported that he has not received any responses to the letters sent to selected communities regarding suggested areas for cleanup.
 - More information, especially from the Ducky Race will be added to the Facebook page.
 - It was agreed that we should issue another newsletter this year and Alyssa agreed to take the lead. Suggested items for the newsletter included info on the Churchill cleanup, the Ducky Race, the Murrysville Library presentation, and the ongoing stream sampling. Members with pictures and information should send them to Alyssa.
 - Ideas for near term projects included additional library presentations and the placement of signage along Turtle Creek identifying the stream.

E. Old Business

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**

TCWA has applied to the Pennsylvania DEP for the 20% upfront money from the grant. The second round of sampling is planned for October 27. Results from the first round of sampling have not yet been provided by the DEP. Representatives of the Westmoreland Conservation District at the meeting agreed that TCWA could pursue the use of the services of the soon to be on staff AmeriCorp person to assist in future sampling.

- **Purchase of the Biddle Property.**

Jason McCabe reported that negotiations have been held with the local representative of the Biddle Property owner and the owner still wants \$75,000 for the property. Other estimated costs that would have to be provided from the TCWA include an estimated \$4,500 for costs associated with the property closing and for insurance. Currently, the owner is requesting \$5,000 hand money for the property. This money will be provided by TCWA with future reimbursement when the change in property ownership is finalized. A motion was made by Chuck Duritsa with a second by Paul Whealdon to make \$5,000 available from the TCWA accounts for the requested hand money. Motion approved.

- Letters issued and emails received. No significant emails were received.
- Turtle Creek Connector Trail: No updates.
- Annual Meeting: TCWA's annual meeting will take place on Nov. 16 at 5:30 pm at Bella Luna in Murrysville. Board members were requested to invite people who might be interested in joining TCWA to the annual meeting. The Nominating Committee will present nominations for Board members, officers, and Associate Directors at the meeting.
- Painting of the Roberts Parking Area Kiosk: We already have the paint, and a date will be selected in the spring to paint the kiosk.

F. New Business

- Renee Dolney suggested that we consider installing signs along the Turtle Creek that identify the issues and provide people with information about the TCWA. Renee agreed to work with Alyssa on this effort.

G. Adjournment

- The meeting was adjourned at 6:21 pm.
- The next meeting will be the Annual Meeting and it will be held on Tuesday, November 16, 2021, at 5:30 pm at the Bella Luna in Monroeville.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

November 16, 2021

A. **Call to Order:** President Jim Brucker called the Board of Directors meeting, conducted in person, to order at 5:50pm.

Attendance:

Board of Directors: Jim Brucker, Chuck Duritsa, Bill Mihalco, Alyssa Davis, Susan Forney, and Paul Whealdon.

Associate Directors: Renee Dolney

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Troy Scott

B. **Approval of Minutes:** A motion was made by Chuck Duritsa with a second by Paul Whealdon to approve the meeting minutes from the October 26, 2021 meeting. Motion approved.

C. **Treasurer's Report and Invoices:** A motion was made by Bill Mihalco with a second by Chuck Duritsa 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 Director's expense report of \$145.70 for October. Motion approved. A motion was made by Bill Mihalco with a second by Chuck Duritsa to allow the Treasurer to reimburse Jim Brucker for the cost of the annual meeting dinner. Motion approved.

D. **Executive Director's Report:**

- TCWA's request to be included within the 2021 Wish Book has been approved. A request for \$5,000 was submitted, and the book should be printed in November with notices around Jan/Feb 2022.
- Jim Brucker continues to reach out to the Lyons Run Watershed Association.
- Tom reminded members to record their in-kind hours and mileage for both routine TCWA business and separately for the QHU work. Routine in-kind records are to be sent to Alyssa while the QHU records are to be sent to Tom.
- Alyssa reported that work will begin on the next newsletter. Issue date will depend on whether we receive a minigrant for the newsletter or not.
- Membership letters and applications will be mailed by Tom in December.
- Additional information and pictures will be added to the Facebook page.

E. **Old Business**

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
Jim Brucker reported that he continues to work with the DEP to obtain the 20% upfront money from the grant.
The next sampling of Turtle Creek is planned for November 24, 2021, weather permitting.
A motion was made by Alyssa Davis and seconded by Chuck Duritsa to allow Jim Brucker to continue to authorize payment of Skelly and Loy invoices for the QHU until the next meeting. Motion carried.

- **Purchase of the Biddle Property.**

No new information was available regarding the Biddle Property purchase. Additional input from Jason McCabe will be requested.

- Letters issued and emails received. No significant emails were received.
- Turtle Creek Connector Trail: No updates.
- Painting of the Roberts Parking Area Kiosk and repair of wooden Turtle Creek signs will be delayed until the spring. Also, another library presentation similar to the one given at the Murrys ville Library will be considered for the spring.
- Jim Brucker requested data from the data logger placed in Turtle Creek near the FTMSA plant be provided to the Board. Alyssa Davis agreed to supply the data.

F. New Business

- A motion was made by Bill Mihalco and seconded by Chuck Duritsa to elect Alyssa Davis and Paul Whealdon to the Board of Directors for terms ending December 31, 2024. Motion approved.
- A motion was made by Susan Forney and seconded by Paul Whealdon to reappoint the 2021 slate of officers to another term in 2022. Motion approved.
- A motion was made by Bill Mihalco and seconded by Chuck Durtisa to appoint Anne Fox, Craig Barras, Rob Cronauer, Renee Donley, and Troy Scott as Associate Directors for calendar year 2022. Motion approved.

G. Adjournment

- The meeting was adjourned at 6:45 pm.
- The next meeting will be held at the Monroeville Boro Building on Tuesday, January 25, 2021 beginning at 5:30 pm.