

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

January 25, 2022

A. **Call to Order:** President Jim Brucker called the Board of Directors meeting, conducted in person, to order at 5:35pm.

Attendance:

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

Associate Directors: Renee Dolney, Troy Scott, Anne Fox, Craig Barras and Rob Cronauer

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Ben Hedin, Chuck Charrie and Joe Mills from Skelly and Loy.

B. **Approval of Minutes:** A motion was made by Chuck Duritsa with a second by Susan Forney to approve the meeting minutes from the November 16, 2021 meeting. Motion approved.

C. **Treasurer's Report and Invoices:** A motion was made by Paul Whealdon with a second by Susan Forney to approve the Treasurer's Report. Motion approved. A motion was made by Bill Mihalco with a second by Kevin Kaplan to approve the Executive Director's expense reports for November and December which total \$353.75. Motion approved.

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

- TCWA has received a \$500 Wish Book grant for operations. (NOTE: Subsequent to the meeting it was learned that an additional \$4500 grant from the Wish Book had been received by TCWA).
- Members are encouraged 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.
- Membership letters and applications will be mailed by Tom soon.
- Several invoices from Skelly and Loy need to be corrected to reflect the invoices are for TCWA.
- Several ideas for activities in 2022 were discussed. Jason Fronczek noted that he has been looking for areas to hold a stream cleanup and asked members to send him any areas they think might need a cleanup.
- Renee Dolney noted that another cleanup of Chalfant Run is planned for the spring
- TCWA has joined the local Chamber of Commerce thanks to a contribution from Jason McCabe. Tom is the point person for Chamber of Commerce interactions.

E. **Old Business**

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - TCWA has received a check from the DEP for \$15,112 to support the Growing Greener grant.
 - The next sampling of Turtle Creek is planned for January 26, 2022.
 - Joe Mills from Skelly and Loy reported he has received some data from previous samples and the data looks consistent. Ben Hedin reported that he was involved with sampling of Turtle Creek along with the University of Pittsburgh. Ben will try to get Pitt to share the data they collected with TCWA.

- Jason McCabe reported that the draft QHP report should be completed by the end of the year.
- **Purchase of the Biddle Property.**
The purchase of the property was discussed in detail. It was concluded that TCWA needs a written response from the property owner to the Sales Agreement provided by TCWA so that all open issues are defined and understood by the Board. Jason McCabe agreed to contact the local representative of the property owner to request the written responses.
- Letters issued and emails received. Jim Brucker agreed to respond to an email received the day of the meeting from a citizen requesting warning signs be placed along a section of Turtle Creek to alert people to the conditions in the stream. The Board concluded that posting such signs was not something that the TCWA was willing to do.
- Alyssa Davis reported that she will be working on a newsletter that will contain an overview of the TCWA accomplishments for 2021. The newsletter will be distributed through email.
- Jim Brucker has contacted the Lyons Run Watershed Association and based on those conversations a meeting between Lyons Run Watershed Association and TCWA is not likely to occur soon.
- Availability of maps of the watershed was discussed. Several options are available including information contained on the TCWA website. Jason McCabe and Jason Fronczek agreed to investigate other options for obtaining maps.

F. **New Business**

- Alyssa Davis noted that TCWA has received a mini grant from the BHE GT&S Watershed Mini Grant Program. The grant is for an additional water quality monitor, printing of new buzz cards, and printing of a new tri-fold brochure. The total value of the grant is \$1,862. Board members were requested to think about a location to install the new monitor. Alyssa noted that the Westmoreland Conservation District (WCD) is monitoring the operation of the water monitor installed by WCD and TCWA in 2020 and the monitor appears to be working well. Alyssa noted that a contract to allow the monitor to store information in the cloud needs to be renewed. A motion was made by Bill Mihalco and seconded by Kevin Kaplan to renew the contract for cloud storage of the water monitor data at a cost of \$189. Motion passed. Alyssa also noted that the WCD has quite a few of these water monitors and is looking at recovering some of their costs associated with installation and overview of the water monitors. Alyssa noted that TCWA will be asked to share in these costs once the new monitor is installed and the current estimate of the share would be about \$500.
- Bill Mihalco requested all Board members and Associate Directors to submit their 2022 Conflict of Interest Statements to him.
- Renee Dolney discussed plans to improve the water quality of Chalfant Run which flows through the Churchill Valley property owned by Allegheny Land Trust. Plans include restoration of wetlands on the property which will allow for the future sale of wetland credits. The plans will also address mine drainage discharges into Chalfant Run.

G. **Adjournment**

- The meeting was adjourned at 7:05 pm.
- The next meeting will be held at the Monroeville Boro Building on Tuesday, February 22, 2022 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

February 22, 2022

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

Attendance:

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

Associate Directors: Renee Dolney and Rob Cronauer

Executive Director: Not present.

Director Emeritus: None.

Members and Guests: Ben Hedin and Chuck Charrie.

B. **Approval of Minutes:** A motion was made by Chuck Duritsa with a second by Paul Whealdon to approve the meeting minutes from the January 25, 2022 meeting. Motion approved.

C. **Treasurer's Report and Invoices:** A motion was made by Paul Whealdon with a second by Bill Mihalco to approve the Treasurer's Report. Motion approved. A motion was made by Chuck Duritsa with a second by Paul Whealdon to approve the Executive Director's expense reports for January which totals \$445.60. Motion approved.

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

- TCWA has not yet received the Wish Book grant for \$4,500. Thank you emails for both the \$500 and \$4500 Wish Book Grants have been drafted by Susan Forney and will be sent by Jim Brucker.
- Members are encouraged 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 Davis has agreed to attend the BHE GT&S Watershed MiniGrant Virtual Award Ceremony to be held on April 5.

E. **Old Business**

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

- Jason has agreed to contact Joe Mills and have the Skelly & Loy invoices corrected to list Turtle Creek.
- The next sampling of Turtle Creek is planned for February 23, 2022. Jason McCabe agreed to prepare a map of the sampling locations.
- Ben Hedin has been able to obtain Turtle Creek sample data collected by the University of Pittsburgh
- Joe Mills is looking for any historic reports on the conditions in Turtle Creek for inclusion in the QHU report. When Joe samples Turtle Creek on March 22 he will visit the TCWA records storage area to look through the files for reports.

• **Purchase of the Biddle Property.**

The purchase of the property was discussed in detail. The property owner reached out to Jason McCabe shortly before the meeting and requested that their previously supplied sales agreement be used. The TCWA Board agreed their sales agreement was not acceptable. Chuck

Charrie suggested we use a Quit Claim Deed for the property. Jason was to discuss both the sales agreement and the Quit Claim with our Attorney.

- Letters issued and emails received. No significant emails were received, or letters issued.
- Newsletter: No report.

F. New Business

- Bill Mihalco reported that the Fish Commission will be stocking Turtle Creek with trout on April 1 and 11. Members are encouraged to participate in the stocking effort if possible. The stocking process begins at the Saunders Station Parking lot around noon on both the 1st and 11th of April.
- Jim Brucker has submitted the TCWA tax return for 2021.
- The Board discussed in detail a presentation made to the Murrysville Council by CEC regarding a conceptual plan to install a mine drainage treatment plant near Borland Farms Road which would capture and treat both the Borland Farm and the Export mine discharges. An article appeared in the Tribune Review that summarized the presentation. TCWA will reach out to Murrysville and the Lyons Run Watershed Association, sponsor of the conceptual plan, to attempt to setup a meeting to discuss the plan and to ensure that TCWA's planned actions to treat mine drainage in the watershed are understood by the sponsor.
- Ben Hedin noted that Trout Unlimited will be accepting applications for Technical Assistance Grants. Ben agreed to investigate if TCWA would be eligible for a grant.

G. Adjournment

- The meeting was adjourned at 6:20 pm.
 - The next meeting will be held at the Monroeville Boro Building on Tuesday, March 29, 2022 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

March 29, 2022

A. **Call to Order:** President Jim Brucker called the Board of Directors meeting, conducted in person, to order at 5:35pm.

Attendance:

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

Associate Directors: Renee Dolney, Troy Scott, and Rob Cronauer.

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 February 22, 2022 meeting. Motion approved.

C. **Treasurer's Report and Invoices:** A motion was made by Bill Mihalco with a second by Paul Whealdon 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 reports for February which totals \$117.50. Motion approved.

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

- Members are encouraged 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 be attending the BHE GT&S Watershed Mini Grant Virtual Award Ceremony to be held on April 5.
- Tom will be attending a future Westmoreland Chamber of Commerce new member orientation meeting representing TCWA.
- A local citizen has contacted the TCWA regarding doing a cleanup of Turtle Creek near their home. Tom has encouraged the citizen to attend a meeting to discuss their request.
- Tom has established a Zoom account for the watershed to use to support virtual meetings. Cost to the TCWA will be \$14.99 per month which will be reported on Tom's expense report. The account can be canceled at any time.

E. **Old Business**

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - QHU monthly samples of Turtle Creek were collected on March 22.
 - Requests for letters of support from municipalities have been sent to selected municipalities in the watershed and a few have already provided the requested letter.
 - Following the March 22 sampling Joe Mills from Skelly and Loy reviewed the records in the TCWA records storage area looking for any historic reports on the conditions in Turtle Creek.
- **Purchase of the Biddle Property.**

No report provided. Note: After the meeting, a revised Agreement of Sale was forwarded to the property owner for review.

- Letters issued and emails received. No significant letters issued. All emails were responded to by TCWA Board members or the Executive Director.
- Newsletter: Alyssa Davis provided a draft of a newsletter which highlighted the TCWA activities from 2021. Board members were asked to review and provide comments.
- Bill Mihalco noted that the Fish Commission will be stocking Turtle Creek on March 31 which is different than previously noted April 1 date. Bill will assist with the stocking and will promote the TCWA during the stocking effort.
- Lyons Run Watershed's Borland Farm Road conceptual AMD treatment system. No report.
- Trout Unlimited Technical Assistance Grants. No report.

F. New Business

- Renee Dolney reported that Chalfant Run Watershed will sponsor a cleanup and tree planting at the Churchill Greenway on April 23. TCWA agreed to co-sponsor the event.
- Renee reported that she has located a study done in 2004 for Monroeville Boro for Thompson Run a tributary of Turtle Creek. A student from Pitt will be collecting samples this summer to determine the current water quality of the stream.
- Renee volunteered to work with PennDOT to erect signs in the watershed to identify watershed streams that border Penn DOT roads. Renee requested input from the Board regarding 5 locations to place signs.

G. Adjournment

- The meeting was adjourned at 6:30 pm.
 - The next meeting will be held at the Monroeville Boro Building on Tuesday, April 26, 2022 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

April 26, 2022

A. **Call to Order:** President Jim Brucker called the Board of Directors meeting, conducted in person, to order at 5:38pm.

Attendance:

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

Associate Directors: Renee Dolney and Rob Cronauer.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Ben Hedin.

B. **Approval of Minutes:** A motion was made by Chuck Duritsa with a second by Paul Whealdon to approve the meeting minutes from the March 29, 2022 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 and to approve the Executive Director's expense report for March which totals \$309.24. Motion approved.

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

- Members are encouraged 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 attended the BHE GT&S Watershed Mini Grant Virtual Award Ceremony held on April 5 and presented a summary of our grant. Discussions on the location of the new flow meter were held and the location of choice was in Brush Creek behind the Western Westmoreland Sewage Authority sewage treatment plant along Rt 993. Kevin Kaplan agreed to contact the Authority to discuss their willingness to support placement of the meter.
- Tom will be attending a future Westmoreland Chamber of Commerce new member orientation meeting representing TCWA.
- Jim is submitting a reimbursement request to the DEP for the QHU grant. Several letters from municipalities supporting the QHU have been received which will be part of the reimbursement package.
- The latest TCWA newsletter prepared by Alyssa was approved for distribution. The newsletter will be sent via email by Tom and posted on the website and Facebook page by Alyssa. In addition, one hundred copies will be printed for further distribution and use.

E. **Old Business**

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - QHU monthly samples of Turtle Creek were collected on April 26 by Jason McCabe. Next sampling is scheduled for 5/17/22. Jason McCabe prepared a GoogleEarth map with the sampling locations.
 - Joe Mills from Skelly and Loy discussed his work to date on the QHU report including work on the cost benefit analysis to be prepared. Breaching the barrier between the Delmont and Irwin mines was reviewed along with potential impacts from this action.

- **Purchase of the Biddle Property.**

Correspondence with the property owner's local agent continue.

- Letters issued and emails received. No significant letters issued. TCWA received an informational email that the C. C. Mellor Memorial Library is have a summer learning program kickoff on May 31 at the Westinghouse Lodge in Forest Hills. Local groups such as the TCWA are invited to participate. In addition, the Westmoreland Heritage Trail is sponsoring a Trail Town Festival on June 4 in Trafford, Export and Slickville and TCWA is invited to participate. Renee Donley agreed to investigate both events.
- Renee Donley reported that twenty-four people participated in the Chalfant Run Watershed cleanup on April 23. The group also planted ninety trees.
- Jim Brucker agreed to send a letter to the Lyons Run Watershed Association requesting that they and TCWA discuss their plans for the Borland Farm Road conceptual AMD treatment system.
- Trout Unlimited Technical Assistance Grants. Ben Hedin reported that these grants are not yet available.
- Locations for PennDOT watershed signs were discussed. Renee has agreed to discuss with PennDOT the installation of about five signs throughout the watershed.

F. New Business

- The next round of Growing Greener Grant applications is due on June 15. Possible topics for an application were discussed. Possible topics included stream bank stabilization in local municipal parks.
- Alyssa Davis reported that she has been contacted by Irwin Boro regarding TCWA participation in a Ducky Race in 2022. The Board agreed that TCWA participation in a Ducky Race, in the fall, is a great idea. Alyssa noted that she would contact Irwin and let them know TCWA wants to participate. Alyssa also noted that she would need more Board assistance this year with the prework and day of race events.

G. Adjournment

- The meeting was adjourned at 6:50 pm.
 - The next meeting will be held at the Monroeville Boro Building on Tuesday, May 31, 2022 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

May 31, 2022 – 5:30 pm

A. **Call to Order:** President Jim Brucker called the Board of Directors meeting, conducted in person, to order at 5:32pm.

Attendance:

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

Associate Directors: None

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 April 26, 2022 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 and to approve the Executive Director's expense report for April which totals \$223.39. Motion approved.
- D. **Executive Director's Report:**
- Members are encouraged 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.
 - Susan Forney is taking care of putting together a gift basket to donate to the WHT for their Trail Towns Festival fundraiser, where TCWA will also have a table set up.
 - The second water quality monitor still needs an installation location decided upon by the board. The contact person for the project at the WCD is now Hank Bradish and/or Rob Cronauer. It was discussed that a location could be near the Brush Creek treatment plant; Bill Mihalco or Kevin Kaplan will contact them to discuss.
 - Tom Keller will be printing 100 copies of the most recent newsletter at a nearby office supply store.
 - We currently have 39 members for this year. Doug Chew would like to be kept up to date on activities and volunteer opportunities to assist the TCWA and be added to the email list.
 - Any future members/interested individuals that would like to help out with cleanups should be asked if they have any areas within the watershed in mind for future cleanups.
 - Photos of some water issues at the Wilmerding Community Center were emailed to the board. A site visit may be scheduled in the future once all parties are available.
 - All the tabling items available for TCWA should be kept in one central location for ease of access and inventory reasons. Right now, things are split between the WCD, storage at the Westmoreland Land Trust building, and a few other locations. A central location will need to be decided upon.
- E. **Old Business**
- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**

- QHU monthly samples of Turtle Creek were collected on May 17 by Jason McCabe. A date for when the last set of samples will be collected still is TBD. Jim Brucker has been reviewing the sample data as it is sent to him. He needs to confirm with Jason McCabe that it is still being sent accordingly.
- Irwin Discharge Committee
 - **Purchase of the Biddle Property.**
 - A letter is being drafted to send about possibly purchasing the property.
 - Meeting with North Huntingdon on Biddle- No report.
- Letters issued and emails received: An individual emailed inquiring about volunteer opportunities; Renee Dolney responded. An invoice from Skelly and Loy will need the outstanding balance of \$20,940.57 paid.
- Jim Brucker hasn't had any luck contacting Ben Sampson.
- Placement of the new water quality monitor in Brush Creek – addressed above.
- Trout Unlimited Tech. Assistance Grant – Ben Hedin: No report.
- PennDOT watershed sign locations – Renee Dolney: No report.
- Painting of kiosk on WHT: Chuck Duritsa has the paint at his house. Those interested will decide on a date to paint.
- Grant applications: Jason McCabe asked via email for ideas for the upcoming DEP Growing Greener grant round. Applications are due by June 24. Reach out to him with any ideas.

F. **New Business**

- Memberships: addressed above.
- It was discussed to apply through the City Clerk for state money that is given out to non-profits. More on this will be discussed next month.
- Alyssa Davis reported on the time commitment breakdown she drafted for carrying out the rubber ducky race fundraiser. She estimated that it takes a minimum of 112 hours total to organize everything for the event. She emphasized that if TCWA wants this fundraiser to continue, she needs everyone to pull their weight in assisting with various aspects.
- The meeting was adjourned at 6:10 pm with a motion by Kevin Kaplan and a second by Paul Whealdon.
 - The next meeting will be held at the Monroeville Boro Building on Tuesday, June 28, 2022 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

6/28/2022

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

Attendance:

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

Associate Directors: Rob Cronauer and Craig Barras.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Ben Hedin and by Zoom, Joe Mills.

B. **Approval of Minutes:** Meeting minutes from the May 31 meeting were not available. Action to be taken at the next meeting.

C. **Treasurer's Report and Invoices:** A motion was made by Chuck Duritsa with a second by Paul Whealdon to approve the Treasurer's Report. Motion approved. A motion to approve the Executive Director's expense report for May which totals \$432.14. Motion approved. Tom was advised that copies of the EZ pass charges under \$100 do not need a printed invoice to be attached.

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

- Information was discussed under the topics provided in the minutes.

E. **Old Business**

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - QHU monthly samples of Turtle Creek will be collected on June 30 by Jason McCabe and Ben Hedin. Two sampling events remain; one to be conducted by Joe Mills in July and one by TCWA in August.
 - Jim has submitted for reimbursement from the DEP for costs incurred under the QHU grant.
 - Joe Mills would like to meet with the TCWA to discuss the content and conclusions for the QHU report. Joe would like to meet on the same day the July water samples are collected, tentatively scheduled on of the following days: July 18, 19 or 20. Ben Hedin volunteered to help on the project.
- Irwin Discharge Committee
 - **Purchase of the Biddle Property.**
 - A revised sales agreement has been sent to the property owners' local agent for review and signature.
 - Meeting with North Huntingdon on Biddle- No report.
- Letters issued and emails received: Chuck Duritsa sent a letter of support for the Westmoreland Conservation District for PA Department of Environmental Protection grant request for streambank stabilization projects in Murrysville.
- No report on contacting Lyons Watershed Association.
- Placement of the new water quality monitor in Brush Creek – Kevin Kaplan to contact the new manager of the Brush Creek Wastewater Treatment Plant to request permission to install the

unit. Westmoreland Conservation District (WCD) personnel working on the installation of the unit want to schedule a site visit soon. A reissued check for this unit has been issued and received.

- Trout Unlimited Tech. Assistance Grant – Ben Hedin: TU waiting for a contract from the DEP.
- PennDOT watershed sign locations – Renee Dolney: No report.
- Painting of kiosk on WHT: Chuck Duritsa has the paint at his house. Jim and Chuck will paint along with any other interested members. Those interested will decide on a date to paint.
- Westmoreland Heritage Trail (WHT) Festival: A thank you letter from the WHT was provided to Board members.
- Ducky Race: Date of the race needs to be established. Craig Barras has agreed to assist with the Race. A motion was made by Chuck Duritsa and seconded by Susan Forney to approve a \$700 budget for the Ducky Race. Motion Approved.
- Grant Applications: A Growing Green grant application will not be submitted this year. Funding available in the coming years to address mine drainage issues was discussed.

F. New Business

- TCWA was invited to participate in the Community Resource Fair to be held at the Murrys ville Community Library on August 16 from 5:30 to 7:30. Susan Forney has agreed to represent TCWA at the event. Jason McCabe will assist by printing supplies.
- Unique Entity Identification (UEI) number – Jim Brucker agreed to pursue obtaining an UEI number.
- Zoom has notified customers that starting July 15, free Zoom meetings are limited to 40 minutes.

G. Adjournment

- The meeting was adjourned at 6:10 pm. The next meeting will be held at the Monroeville Boro Building on Tuesday, June 28, 2022 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

7/26/2022

A. **Call to Order:** President Jim Brucker called the Board of Directors meeting, conducted in person and via Zoom, to order at 5:31pm.

Attendance:

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

Associate Directors: Rob Cronauer and Anne Fox.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Ben Hedin and Kylie Schultz.

B. **Approval of Minutes:** A motion was made by Chuck Duritsa and seconded by Kevin Kaplan to approve the meeting minutes from the May 31 and June 28 meetings. Motion was approved.

C. **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 was approved. A motion to approve the Executive Director's expense report for June which totals \$330.36 was made by Chuck Duritsa and seconded by Paul Whealdon. Motion was approved.

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

- Tom reminded everyone to submit their in-kind hour sheets.
- Kevin Kaplan has contacted the Brush Creek Sewage Treatment Plant. Tom will talk to Hank Bradish from the Westmoreland Conservation District (WCD) to get some dates for a visit to the potential location for installing the monitoring unit.
- Data from the existing water monitor for the past quarter was provided by Hank from the WCD. Hank will be requested to send the future data to Jim, Chuck, Bill, Tom, and Jason.
- The Promotions Committee presented their recommendations for promotional items which included two banners and brochures providing information on the TCWA. A motion was made by Bill Mihalco and seconded by Chuck Duritsa to purchase two retractable banners with carrying cases, to obtain the services to provide multimedia design for the banners, the design of a brochure by EHS communications and the printing of five hundred copies of the brochure at a maximum total cost of \$1,250. Motion was approved. Susan Forney provided a draft brochure and cost estimates and information on each of the action items. Paul Whealdon will arrange to store the materials at the Monroeville Boro building for easy access. Susan Forney also agreed to look into other promotional items such as coffee cups.
- Tom noted that we have received a letter from the Western Pennsylvania Conservancy (WPC) allowing us to switch money allocated in the 2022 BHE GT&S mini grant from the Buzz Cards to the banners. Tom will also talk to the WPC to discuss reducing the number of brochures from 1,000 to 500 due to increased costs for the brochures.
- The Board agreed to the submittal of a Pittsburgh Foundation 2022 Wish book grant application. Tom will submit the application.

E. Old Business

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - QHU monthly samples of Turtle Creek were collected on July 20.
 - August will be the last month for sample collection.
 - Jim has submitted for reimbursement from the DEP for costs incurred under the QHU grant.
 - Joe Mills would like to meet with the TCWA to discuss the content and conclusions for the QHU report. A meeting with Joe will be held during the August TCWA Board meeting.
- **Irwin Discharge Committee**
 - **Purchase of the Biddle Property.**
 - Jason McCabe to discuss with Attorney John Ward regarding incorporating information into a real estate agreement that the owner would accept.
 - Jason was also to contact a representative of our benefactor to bring them up to date on our attempts to purchase the property.
 - Meeting with North Huntingdon on Biddle- No report.
- Letters issued and emails received: Nothing received or issued.
- No report on contacting Lyons Watershed Association.
- Trout Unlimited Tech. Assistance Grant – Ben Hedin recommended we do not pursue these grants at this time and the Board agreed.
- PennDOT watershed sign locations – Renee Dolney: No report.
- Painting of kiosk on WHT: Chuck Duritsa has the paint. Jim and Chuck will paint along with any other interested members. Those interested will decide on a date to paint.
- Ducky Race: No report provided. Bill Mihalco to talk to Alyssa to see what she knows regarding the plans including the proposed date.
- Community Resource Fair at the Murrysville Library: Susan Forney and Renee Dolney will represent TCWA at this Fair scheduled for 5 pm on August 16. Other Board members who are available are urged to attend.

F. New Business

- None to discuss.

G. Adjournment

- The meeting was adjourned at 6:35 pm.
- The next meeting will be held at the Monroeville Boro Building on Tuesday, August 30, 2022 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

September 27, 2022

A. **Call to Order:** President Jim Brucker called the Board of Directors meeting, conducted in person and via Zoom, to order at 5:34 pm.

Attendance:

Board of Directors: Jim Brucker, Chuck Duritsa, Bill Mihalco, Jason McCabe, Jason Fronzcek, and Paul Whealdon.

Associate Directors: Renee Dolney and Anne Fox.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Kylie Schultz and Ben Hedin

B. **Approval of Minutes:** A motion was made by Chuck Duritsa and seconded by Paul Whealdon to approve the meeting minutes from the August 30, 2022 meeting. Motion was 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 was approved. A motion to approve the Executive Director's expense report for August which totals \$393.44 was made by Chuck Duritsa and seconded by Jason McCabe. Motion approved.

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

- Tom reminded everyone to submit their in-kind hour sheets.
- The new water monitor was installed on Tuesday September 6 by representatives of the WCD at a location near the Brush Creek Wastewater Treatment Plan. Tom thanked the representatives for their efforts to install the monitor.
- No communication has been received regarding the Pittsburgh Foundation 2022 WishBook grant application submitted in August.

E. **Old Business**

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - The last QHU monthly samples of Turtle Creek were collected in early September and submitted to the State.
 - It was agreed by the Board that TCWA should request an extension to the end date of the grant since the current end date is near the end of calendar 2022 and it is unlikely to be completed at that time. Jason McCabe will discuss the extension with our Department of Environmental Protection (DEP) representative.
- **Irwin Discharge Committee**
 - **Purchase of the Biddle Property.**
 - Jason McCabe will be incorporating changes into the owner's sales agreement to attempt to move forward with the purchase of the property.
 - Letters were issued to all three Westmoreland County Commissioners and copied to the County Director of Planning providing an update on our efforts to purchase the Biddle property.

- Meeting with North Huntingdon on Biddle- No report.
- Letters issued and emails received: Jim responded to an email from a citizen wanting to attend the TCWA meetings.
- Lyons Watershed Association will be contacted by Bill Mihalco to discuss our plans for treating mine drainage in the watershed.
- PennDOT watershed sign locations – Renee Dolney: No report.
- Renee Dolney reported that there are two upcoming events that involve watershed groups including the Clean Water Fund Festival on October 15 and an event at Millvale Park on October 3.
- After further discussion TCWA will not be participating in a Ducky Race this year.
- Community Resource Fair at the Murrys ville Library: Susan Forney and Renee Dolney represented TCWA at this Fair scheduled on August 16. They reported that it was a nice event resulting in one renewed membership and one new membership. The newly obtained banners were used at the event.

F. New Business

- None to discuss.

G. Adjournment

- The meeting was adjourned at 7:15 pm.
- The next meeting will be held at the Monroeville Boro Building on Tuesday, September 27, 2022 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

September 27, 2022

A. **Call to Order:** President Jim Brucker called the Board of Directors meeting, conducted in person and via Zoom, to order at 5:34 pm.

Attendance:

Board of Directors: Jim Brucker, Chuck Duritsa, Bill Mihalco, Jason McCabe, Jason Fronzcek, and Paul Whealdon.

Associate Directors: Renee Dolney and Anne Fox.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Kylie Schultz, Liz Glowark and Ed Zinkan,

B. **Approval of Minutes:** A motion was made by Chuck Duritsa and seconded by Paul Whealdon to approve the meeting minutes from the August 30, 2022 meeting. Motion was 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 was approved. A motion to approve the Executive Director's expense report for August which totals \$393.44 was made by Chuck Duritsa and seconded by Jason McCabe. Motion approved.

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

- Tom reminded everyone to submit their in-kind hour sheets.
- The new water monitor was installed on Tuesday September 6 by representatives of the WCD at a location near the Brush Creek Wastewater Treatment Plan. Tom thanked the representatives for their efforts installing the monitor.
- No communication has been received regarding the Pittsburgh Foundation 2022 WishBook grant application submitted in August.

E. **Old Business**

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - The last QHU monthly samples of Turtle Creek were collected in early September and submitted to the State.
 - Jason McCabe reported that he has spoken to our DEP rep for the grant, and we should continue to evaluate alternatives to achieve a cost/benefit ratio greater than 1. To achieve this target, we could consider the entire watershed or portions of the watershed as appropriate. Jason also noted that BAMR will be accepting grant applications in October or November. To discuss this opportunity further a Zoom call will occur on October 11 at 5:30 for all interested TCWA members.
- **Irwin Discharge Committee**
 - **Purchase of the Biddle Property.**
 - Jason McCabe is incorporating changes into the owner's sales agreement to attempt to move forward with the purchase of the property and will forward the agreement to Attorney John Ward after a quick internal review by other Board members.

- Board members reported that Westmoreland County officials have recently inquired about the status of the land purchase.
- Letters issued and emails received: Jim responded to an email from a citizen wanting information on the classification of Turtle Creek.
- Lyons Watershed Association will be contacted by Bill Mihalco to discuss our plans for treating mine drainage in the watershed.
- PennDOT watershed sign locations – Renee Dolney: No report.
- Renee Dolney reported that there are two upcoming events that involve watershed groups including the Clean Water Festival on October 15 at Millvale Riverfront Park and a pollinator plant and native flora workday on October 8 at the Churchill Valley Greenway. Renee will send more information on these events to TCWA members.
- The kiosk on the WHT in Murrysville was repainted and cleaned.

F. New Business

- TCWA will be reaching out to the new director for Reimagining Turtle Creek Watershed and Airshed Committee. Renee Dolney reported she has a video call with the director soon.
- Bill Mihalco reported that the historic files for the TCWA stored at the Schwarz Farmhouse have been relocated to the basement from the first floor.
- TCWA received a request from the Allegheny Land Trust for a letter of support and supporting donation for their DCNR grant application to purchase approximately 95 acres as part of the Monroeville Parks Connector-Tilbrook project. A motion was made by Jason McCabe with a second from Paul Whealdon to send a letter of support and a \$100 donation to the ALT for this project. Motion was approved. Bill Mihalco will draft the support letter for Jim Brucker's signature.
- TCWA received a letter from Westmoreland County regarding nominations for two positions on the Board of Directors for the Westmoreland Conservation District. Bill Mihalco made a motion with a second from Chuck Duritsa to submit a notification the Westmoreland County that TCWA supports the nomination of the existing Directors for another term. Motion was approved.
- Renee Dolney discussed the idea of inviting citizens interested in the TCWA to events other than just inviting them to Board meetings. One suggestion was to consider a hike in an area of the watershed. One location suggested was the Ackermann Nature Preserve in North Huntingdon operated by the Westmoreland Land Trust. Bill Mihalco agreed to investigate a hike at this location.
- A date and location for the annual meeting was discussed. The date selected was Tuesday November 15 beginning at 6 pm. Jim Brucker agreed that he would talk to the Bella Luna to set a reservation. It was discussed that we should invite representatives of groups we deal with to the meeting. Bill Mihalco and Tom Keller will propose a list of organizations to invite and work on an invitation. During the annual meeting we will be electing Board members and officers for the coming year. There are three Board members whose terms expire at the end of 2022.

G. Adjournment

- The meeting was adjourned at 6:43 pm.
- The next meeting will be held at the Monroeville Boro Building on Tuesday, October 25, 2022 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

October 25, 2022

A. **Call to Order:** President Jim Brucker called the Board of Directors meeting, conducted in person and via Zoom, to order at 5:31 pm.

Attendance:

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

Associate Directors: None.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Kylie Schultz.

- B. **Approval of Minutes:** A motion was made by Paul Whealdon and seconded by Kevin Kaplan to approve the meeting minutes from the September 25, 2022 meeting. Motion was approved.
- C. **Treasurer's Report and Invoices:** A motion was made by Bill Mihalco with a second by Paul Whealdon to approve the Treasurer's Report. Motion was approved. A motion to approve the Executive Director's expense report for September which totals \$144.07 was made by Chuck Duritsa and seconded by Kevin Kaplan. Motion approved.
- D. **Executive Director's Report:**
- Tom reminded everyone to submit their in-kind hour sheets.
 - The Board agreed that the TCWA's Small Games of Chance License, which has expired, should not be renewed at this time. The license can be obtained if another Ducky Race is conducted next year.
 - The TCWA has been notified that it will not receive a grant for 2022 from the Pittsburgh Foundation 2022 Wish Book grant application submitted in August.
 - The Board agreed with both the invitation and invitee list for the annual meeting to be held on November 15th. All current association members and a few individuals who have expressed interest in joining or are attending Board meetings will be invited. Tom will issue the invitations and will receive the RSVPs. A motion was made by Bill Mihalco and seconded by Chuck Duritsa to reimburse the President for the cost of the dinners for the membership meeting on November 15. Motion approved. The Board agreed to have a business meeting on November 29, 2022. Election of officers and Board members will occur at this meeting. All four 2022 officers agreed to serve in the same capacity in 2023.
- E. **Old Business**
- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - Jason is looking into getting all the water sampling data for inclusion into the report.
 - A target for a draft QHU report is the end of November business meeting.
 - Jason McCabe will send the form for extending the end date of the Growing Greener Grant until December 31, 2023 to Bill Mihalco and Tom Keller for completion and submittal.

- **Irwin Discharge Committee**
 - **Purchase of the Biddle Property.**
 - Jason McCabe reported that a revised Agreement of Sale has been forwarded to the property owners' agent for consideration.
- Letters issued and emails received: TCWA sent a letter of support to the Allegheny Land Trust for their grant application for the purchase of property in Monroeville. A letter was also sent to Westmoreland County supporting nominations of the current Directors for two positions on the Board of Directors for the Westmoreland Conservation District.
- Members of TCWA's Irwin Discharge Committee met with representatives of the Lyons Watershed Association on October 25 to discuss plans for treating mine drainage in the watershed. The representatives agreed to work together for the good of the watershed. Lyons Run Watershed Association will be pursuing grants for both the mine drainage treatment system along Lyons Run and for a treatment system in the upper Turtle Creek Watershed including the Borland Farms, Export and Delmont discharges. Extending the Turtle Creek greenway into Lyons Run was also discussed. The groups agreed to periodically meet.
- PennDOT watershed sign locations – Renee Dolney: No report.
- Renee Dolney reported via email that the Clean Water Festival on October 15 at Millvale Riverfront Park was well attended and provided interesting information. Renee tabled the event for TCWA.
- Conducting periodic hikes within the watershed was discussed and will be revisited early in 2023. Hikes could be conducted at the Ackermann Nature Preserve or the Schwarz Farm.

F. New Business

- It was discussed that all Board members and Associate Directors should consider donating to the TCWA beyond their membership fee.

G. Adjournment

- The meeting was adjourned at 6:15 pm.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, November 29, 2022 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

November 29, 2022

A. **Call to Order:** President Jim Brucker called the Board of Directors meeting, conducted in person and via Zoom, to order at 5:35 pm.

Attendance:

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

Associate Directors: Anne Fox and Renee Dolney.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Kylie Schultz, Ed Zinkan, Karen Cercone and Lance Mischen.

B. **Approval of Minutes:** A motion was made by Paul Whealdon and seconded by Kevin Kaplan to approve the meeting minutes from the October 25, 2022 meeting. Motion was approved.

C. **Treasurer's Report and Invoices:** A motion was made by Bill Mihalco with a second by Jason Fronczek to approve the Treasurer's Report. Motion was approved. A motion to approve the Executive Director's expense report for October which totals \$402.14 was made by Paul Whealdon and seconded by Bill Mihalco. Motion approved.

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

- Tom reminded everyone to submit their in-kind hour sheets.
- TCWA has received notice that the next round of WPC-BHE GT&S Minigrant applications are due by December 19, 2022. The Board agreed to submit a grant application in the Public Outreach area to include funding support for a Ducky Race, hikes in the watershed, cleanups and perhaps some promotion items for handout. Tom agreed to draft the application and send it out for comment.
- An item for future consideration was involvement in the Oakford Park land recently donated to the Western Pennsylvania Conservancy (WPC). The Park is in the watershed near Brush Creek. Tom agreed to contact the WPC contact to see how TCWA could be involved with improvements at the park.

E. **Old Business**

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - The end of the Growing Greener Grant has been extended to December 31, 2023.
 - Bill Mihalco agreed to contact Joe Mills from Skelly and Loy to determine if a draft report will be available for review and discussion at the next Board meeting scheduled for January 31, 2023.
- **Irwin Discharge Committee**
 - **Purchase of the Biddle Property.**
 - The Agreement of Sale is still being reviewed by the property owner. A motion was made by Tom Keller and seconded by Paul Whealdon to request Attorney John Wade send a letter to the owner regarding his intent to sign or not sign the agreement. Motion was approved. After the meeting, information was provided by the owner's representative that there is still interest by the owner

in selling the land and TCWA needed to revise the Agreement so he can review. The Agreement was revised and submitted to the owner's representative on December 1.

- Letters issued and emails received: Jim Brucker reported that he had reached out to a college student who was seeking information on the Clean Water Act.
- Bill Mihalco noted that there were three Board members (Jim Brucker, Kevin Kaplan, and Jason McCabe) whose terms expire on December 31 and one Board member (Alyssa Davis) who wishes to resign from the Board. Jason McCabe expressed a desire to become an Associate Director rather than a Board member. The terms for three open positions would run from January 1, 2023 until December 31, 2025. The term for the individual replacing Alyssa would run until December 31, 2024. A motion was by Paul Whealdon and seconded by Bill Mihalco to elect Jim Brucker, Kevin Kaplan, and Renee Dolney to the Board of Directors with terms ending December 31 2025 and Kylie Schultz to the Board of Directors with a term ending December 31, 2024. Motion was approved. A motion was made by Paul Whealdon and seconded by Jason Fronczek to reelect all four current officers to the same positions for 2023. Motion was approved.
- PennDOT watershed sign locations – Renee Dolney: No report.

F. New Business

- TCWA representatives have been discussing the condition of the Boyce Park AMD Treatment System with representatives of Allegheny County with the idea of trying to get the plant operational again. Anne Fox agreed to try and setup a meeting between TCWA and Allegheny County to inspect the facility and discuss ways to make the facility operational.
- The Board expressed their appreciation to Vice President Chuck Duritsa for his recent significant monetary contribution to the TCWA. Thank you, Chuck!

G. Adjournment

- The meeting was adjourned at 6:22 pm.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, January 31, 2023 beginning at 5:30 pm.