

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

January 31, 2023

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, Chuck Duritsa, Susan Forney, Renee Dolney, Kylie Schultz, and Paul Whealdon.

Associate Directors: Rob Cronauer, Craig Barras, and Jason McCabe.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Ed Zinkan, Karen Cercone, Ben Hedin, Chrissy Edwards-McCune, Dave Roarty, Jan Janecka, and Lance Mischen.

B. Approval of Minutes: A motion was made by Chuck Duritsa and seconded by Paul Whealdon to approve the meeting minutes from the November 29, 2022 meeting. Motion was 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 was approved. A motion to approve the Executive Director's expense reports for November and December which total \$502.28 was made by Paul Whealdon and seconded by Chuck Duritsa. Motion approved.

D. Executive Director's Report:

- Tom reminded everyone to submit their in-kind hour sheets. Tom agreed to collect the non-QHU in kind sheets also.
- The final report for the 2022 WPC-BHE GT&S Minigrant has been submitted. In addition, a WPC-BHE GT&S MiniGrant application for 2023 has been submitted asking for funding for 250 rain gauges, rain gauge fact sheets and 2 newsletters.
- Tom notes that he has talked to the Western Pennsylvania Conservancy regarding the Oakford Park property. TCWA will be added to their mailing list for meeting notifications.
- The TCWA rainfall simulator is being stored at the Westmoreland Conservation District offices.
- Tom plans to start the 2023 membership campaign on February 1. Board members are requested to send Tom the names and addresses of individuals or businesses that should be sent membership applications.
- Tom noted that the monthly fee for Zoom is being raised from \$14.99 to \$15.99.
- Karen Cercone, Kylie Schultz agreed to work with Susan Forney and Renee Dolney to update the TCWA social media sites.
- Tom requested that his fees for envelopes be raised from \$0.05 to \$0.1 and for printing \$0.1 to \$0.2 per page and that his hourly wage rate be increased from \$25 to \$30. A motion was made by Chuck Duritsa and seconded by Renee Dolney to grant Tom the requested increased. Motion approved.

E. Old Business

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - Some draft sections of the QHU were provided to Board members in mid-January. Preliminary comments were provided via email to Joe Mills from Skelly and Loy.

Additional work on the report has been limited due to some reimbursement issues with the DEP.

- **Irwin Discharge Committee**

- **Purchase of the Biddle Property.**

- The Agreement of Sale is still being reviewed by the property owner. Jason McCabe has been in contact with the landowner's local representative who reports that the landowner is still interested in transferring the property.

- Letters issued and emails received: No significant emails were received.
- Renee Dolney reported that she has submitted a request to Penn DOT to place some Turtle Creek signs near the Helltown Brewery. Additional locations for the road signs are still being considered.
- Bill Mihalco reported that two Westmoreland Land Trust properties are being considered for watershed walks; the Ackermann Preserve in North Huntingdon on April 29 and the Schwarz Farm in Hempfield on June 3. One issue with the June 3 date is that date is being considered for the 2023 Ducky Race. Bill agreed to discuss with the Land Trust moving forward with these walks. . : After the meeting Bill was made aware that the Land Trust was sponsoring a nature walk at Ackermann on April 22, Earth Day, and TCWA could be a cosponsor of that event. This would eliminate the April 29 walk. A poll of Board members indicates agreement with moving the hike/hike to April 22.
- The Board agreed that the TCWA membership in the Westmoreland Chamber of Commerce should not be renewed for 2023. When the TCWA obtains the Biddle property membership will be reconsidered.
- Kylie Schultz reported that she talked to the Manager of Irwin Boro and Irwin is interested in cosponsoring another Ducky Race with TCWA. A tentative date of June 3 was selected. This Ducky Race would have more of an environmental theme rather than the community day theme used for prior races. Kylie will be meeting again with Irwin to further the plans for the race.

F. New Business

- A motion was made by Bill Mihalco and a second by Chuck Duritsa to name Ben Hedin as a TCWA Associate Director. Motion approved. Ben noted that if his firm does work for TCWA in the future his conflict of interest status would have to be revisited.
- TCWA representatives participated in a visit to the Boyce Park AMD Treatment System with representatives of Allegheny County. TCWA will likely partner with Allegheny County on any grant applications for the money to improve the system. Cost estimates for the repairs are being prepared by Stream Restoration Inc.
- The Board discussed the ARIPPA AMD/AML grants that are available through WPCAMR. TWCA will consider a grant to help pay for the operation and maintenance of the recently installed instream water quality monitors.
- Bill Mihalco reminded all Board members and Associate Directors to complete the 2023 Conflict of Interest Statements and to submit them to him.
- The wooden Turtle Creek sign at Saunders Station is in need of repair. Paul Whealdon agreed to look into Boys Scouts doing the repair or completing the work himself. : After the meeting Paul reported that Monroeville Boro will make the repairs.
- The Westmoreland Heritage Trail Comedy Night is being held on February 11, 2023 at Colton Hall in Penn Township.
- TCWA received a letter requesting support of the Westmoreland Conservation District Annual Fundraising campaign. A motion was made by Chuck Duritsa and seconded by Paul Whealdon to support the fundraising event in the amount of \$100. Motion approved.

G. Adjournment

- The meeting was adjourned at 6:40 pm.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, February 28, , 2023 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

February 28, 2023

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, Bill Mihalco, Kevin Kaplan, Chuck Duritsa, Jason Fronczek, Kylie Schultz, and Paul Whealdon.

Associate Directors: Ann Fox and Ben Hedin.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Ed Zinkan, Karen Cercone, and Joe Mills.

B. **Approval of Minutes:** A motion was made by Chuck Duritsa and seconded by Paul Whealdon to approve the meeting minutes from the January 31, 2023 meeting. Motion was 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 was approved. A motion to approve the Executive Director's expense report for January which totaled \$368.59 was made by Kevin Kaplan and seconded by Paul Whealdon. Motion approved.

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

- Tom reminded everyone to submit their in-kind hour sheets.
- The final report for the 2022 WPC-BHE GT&S Minigrant has been submitted. In addition, a WPC-BHE GT&S MiniGrant application for 2023 has been approved for funding for 250 rain gauges, rain gauge fact sheets and 2 newsletters at a total of \$1,285.
- Tom noted that he will be starting the 2023 membership campaign with the initial 35 renewal requests being sent out March 1 or March 2.
- Tom requested all Board members to keep an eye out for any grant opportunities.

E. **Old Business**

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - Joe Mills of Skelly and Loy noted that he has no additional comments from the Board on the draft sent out in January.
 - There is still an issue with receiving reimbursement money from the DEP which has delayed further work on the report. Jim was to submit to Joe the request for information on the grant status which has been requested by the DEP to support reimbursement. Note: Joe provided the information to Jim following the meeting and the information was submitted to the DEP by Jim.
- **Irwin Discharge Committee**
 - **Purchase of the Biddle Property.**
 - The Agreement of Sale is still being reviewed by the property owner. Jason McCabe has been in contact with the landowner's local representative who reports that the landowner is still interested in transferring the property. The Board agreed with Jason McCabe proposal for him to send an email to the owner's representative requesting access to the site.

- Letters issued and emails received: No significant emails were received. Two email inquiries were answered.
- PennDOT watershed signs: No report.
- Watershed Walks with the Westmoreland Land Trust: Bill Mihalco reported that a walk has been scheduled for April 22, Earth Day, at the Ackermann Preserve in North Huntingdon beginning at 1:30 pm. A flyer for the event was shared with the Board. Thanks to Susan for preparing the flyer and Karen for posting the flyer.
- Duckie Race: Kylie Schultz reported that 51 sponsor letters are being sent and several groups have agreed to provide information tables for the event. A motion was made by Kevin Kaplan and seconded by Chuck Duritsa to pay for the costs for sending the sponsor letters. The cost was \$83.13. Motion was approved.
- ARIPPA AMD/AML Reclamation Grant: The Board agreed to submit a grant to cover the cost of three years of fees for the operation of the water quality monitors installed in Turtle and Brush Creeks and maintained by the Westmoreland Conservation District.
- Repair of the Wooden TC Sign at Saunders Station: Paul Whealdon was thanked for arranging the repair of the sign by crews from Monroeville Boro.
- Boyce Park AMD Treatment System: Ann Fox agreed to check on the status of this effort with Allegheny County.

F. New Business

- Responding to email inquiries: Tom Keller agreed to be the lead for responding to email inquiries sent to the Association. Tom will use the Association email to respond.
- Troy Scott has requested to be removed as an Associate Director. He will continue to work with TCWA.
- Bill Mihalco noted that the annual Turtle Creek trout stockings are scheduled for March 30 and April 10 beginning at noon. The stockings start at the Saunders Station site. Members are encouraged to participate, if possible.
- Jim Brucker has submitted the IRS 990 form for the TCWA taxes for 2022.
- Bill Mihalco reported that he spoke to Ben Sampson of the Lyons Run Watershed Association and they are still interested in working with TCWA to address stream pollution from mine drainage.
- A notice of an upcoming open house being held by local State Representative Jill Cooper was discussed. Ed Zinkan agreed to represent TCWA at the open house.
- Chuck Duritsa lead a discussion on the coal seam elevations at the Irwin Discharge and the Biddle site. Ben Hedin had information on the elevations. Additional maps will be provided if available.

G. Adjournment

- The meeting was adjourned at 6:20 pm.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, March 28, 2023 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

April 25, 2023

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

Attendance:

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

Associate Directors: Ben Hedin.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Karen Cercone, Jan Janecka and Chrissy Edwards McCune.

B. **Approval of Minutes:** A motion was made by Chuck Duritsa and seconded by Paul Whealdon to approve the meeting minutes from the February 28, 2023 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 February which totaled \$183.59 was made by Chuck Duritsa and seconded by Paul Whealdon. Motion approved.

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

- Tom reminded everyone to submit their in-kind hour sheets.
- A WPC-BHE GT&S MiniGrant application for 2023 has been approved for funding for 250 rain gauges, rain gauge fact sheets and 2 newsletters at a total of \$1,285. Tom has received pricing for the rain gauges and shipping and the total cost will exceed the grant amount by \$42.23. A motion was made by Chuck Duritsa and seconded by Paul Whealdon to pay the \$42.23 extra cost. Motion was approved. The awards ceremony will be held on April 19. Tom and Bill are currently scheduled to attend.
- Tom noted that he mailed out 35 membership applications and letters in the first mailing and 41 in the second mailing for the 2023 membership campaign.

E. **Old Business**

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - There is still an issue with receiving reimbursement money from the DEP which has delayed further work on the report. Bill Mihalco agreed to reach out to the DEP on the reimbursement.
- **Irwin Discharge Committee**
 - **Purchase of the Biddle Property.**
 - The Agreement of Sale is still being reviewed by the property owner. Chuck Duritsa suggested obtaining the funding and sending the owner's representative the check to show our good faith.
- Letters issued and emails received: No significant emails were received. Any email inquiries were answered.
- PennDOT watershed signs: No new information.

- Watershed Walks with the Westmoreland Land Trust: A walk has been scheduled for April 22, Earth Day, at the Ackermann Preserve in North Huntingdon beginning at 1:30 pm. A flyer for the event was shared with the Board.
- Duckie Race: Kylie Schultz reported that Irwin had the tickets printed and a few more sponsors have been identified. Board members will be provided tickets to sell or purchase.
- ARIPPA AMD/AML Reclamation Grant: Tom reported that he had just received the costs for the operation of the water quality monitors from the Westmoreland Conservation District. He will prepare the grant application.
- Boyce Park AMD Treatment System: No report.
- Trout stockings for Turtle Creek are scheduled for 3/30 and 4/10. Information on the stockings will be added to the website and Facebook page.
- Ed Zinkan attended an open house with State Rep Jill Cooper from Murrysville. Ed was able to introduce himself as a representative of TCWA.

F. New Business

- Gateway Woods Conservation Area: No Report.
- Renewals for the TCWA website. Karen Cercone reported that renewal statements for the domain name and Wordpress software have been received for a total cost of \$115. The Board agreed to process and pay for these renewals.
- Renee Dolney reported that she will be tabling at a Native Plant Swap to be held on May 20.

G. Adjournment

- The meeting was adjourned at 6:03 pm.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, April 25, 2023 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

April 25, 2023

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, Chuck Duritsa, Susan Forney, Jason Fronczek, and Paul Whealdon.

Associate Directors: None.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Karen Cercone 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 March 28, 2023 meeting. Motion was 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 was approved. A motion to approve the Executive Director's expense report for March which totaled \$492.19 was made by Chuck Duritsa and seconded by Paul Whealdon. Motion was approved. A motion was made by Bill Mihalco and seconded by Chuck Duritsa to pay the annual D&O insurance premium of \$912. Motion was approved. A motion was made by Bill Mihalco and seconded by Chuck Duritsa to reimburse Jim Brucker for his credit card payment for the rain gauges of \$978.58. Motion was approved.

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

- Tom reminded everyone to submit their in-kind hour sheets.
- A WPC-BHE GT&S MiniGrant application for 2023 has been approved for funding for 250 rain gauges, rain gauge fact sheets and 2 newsletters at a total of \$1,285. Tom and Bill Mihalco attended the award luncheon on April 19th. The check for the grant was provided. The luncheon highlighted work being done by other watershed groups in the area.
- Based on prices Tom received for the rain gauges and the printing of the fact sheets we may have enough money to cover the costs of both from the grant. Tom to check with the WPC to ensure we can cover both costs.
- TCWA has received an invoice for the data logger service for both units. A motion was made by Bill Mihalco and seconded by Chuck Duritsa to pay the invoice of \$189 for the Zentra Cloud Yearly Subscription for both water gauges. Motion was approved.
- The rain gauges and fact sheets are now available, and some were passed out at the Earth Day walk.
- Tom noted that we should be working on a spring/summer newsletter. Susan and Karen agreed to work on this item.

E. **Old Business**

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - TCWA received a reimbursement from the DEP of \$34,034.94. Of this amount, TCWA was allowed to keep \$3,704.11 for administrative costs. The remainder of the reimbursement was used to pay outstanding Skelly & Loy invoices. Jim Brucker is

working on another reimbursement request for about \$10,000 which he plans to submit soon and which will cover all the remaining Skelly & Loy invoices. Jim agreed to contact Joe Mills from Skelly & Loy to discuss the work on the grant report.

- **Irwin Discharge Committee**

- **Purchase of the Biddle Property.**

- In response to an email from Jason McCabe the property owner's local representative responded that the owner is interested in selling us the property but some issues with the owner's company's signature authorities is preventing signing the sales agreement.

- Letters issued and emails received: No significant emails were received. Any email inquiries were answered.
- PennDOT watershed signs: No new information.
- Watershed Walks with the Westmoreland Land Trust: The Earth Day walk was held on April 22 and about 12 persons attended of which 5 were TCWA members. Ed Zinkan presented an idea that when TCWA members attend such events it would be nice if the members had some sort of apparel that identified them as members of the TCWA. Karen Cercone stated that she would contact some print-on-demand companies that will produce items such as shirts and hats with a group's logo. Note: On April 29 Karen reported via email that she recommends we use a site called Zazzle for the promotional products and the TCWA logo was submitted. Once the TCWA Board agrees with use of the site, the logo could be published. On April 30 Susan Forney made a motion to allow the submitted designs to be made available to the public. Bill Mihalco seconded the motion and the motion passed by email vote. Thanks to Karen for her efforts on this item.
- Duckie Race: Kylie Schultz reported via email that the tickets for the event are available. Anyone wanting to provide a basket for the auction should contact Kylie.
- ARIPPA AMD/AML Reclamation Grant: Tom reported that he will prepare the grant application to cover at two payments for the water monitor data reports.
- Boyce Park AMD Treatment System: No report.

F. New Business

- Gateway Woods Conservation Area: No Report.
- The opening for applications for the next round of Growing Greener Grants has been announced. The applications period is open until 6/23/23. Board members were requested to think about any projects TCWA should submit for a grant.

G. Adjournment

- The meeting was adjourned at 6:25 pm.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, May 30, 2023 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

May 30, 2023

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

Attendance:

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

Associate Directors: Craig Barras.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Karen Rose Cercone and Ed Zinkan.

B. **Approval of Minutes:** A motion was made by Paul Whealdon and seconded by Chuck Duritsa to approve the meeting minutes from the April 25, 2023 meeting. Motion was approved.

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 was approved. An Executive Director expense report was not available for this meeting.

D. Executive Director's Report:

- Tom reminded everyone to submit their in-kind hour sheets.
- Tom reported that he had submitted a WPCAMR ARIPPA grant request on Tuesday May 30 for a total amount of \$848.31 to cover the cost of the data subscription service for the two TCWA water monitors and for supplies to install the Brush Creek monitor. The grant recipients should be notified by mid-August.

E. Old Business

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - Jim continues to submit reimbursements under the grant to the DEP.
 - Discussions will be held with Joe Mills of Skelly and Loy to discuss the status of the QHU report.
- **Irwin Discharge Committee**
 - **Purchase of the Biddle Property.**
 - No new information to report.
- Letters issued and emails received: No significant emails were received. Any email inquiries were answered.
- PennDOT watershed signs: No new information.
- Duckie Race: Kylie Schultz provided tickets for the Ducky Race. Anyone wanting to provide a basket for the auction should contact Kylie. The Ducky Race is scheduled for Saturday June 24 from 1 to 4 pm. Kylie presented a list of donors and groups tabling at the event. Several members attending the Board meeting volunteered to help on the day of the event. Volunteers are requested to be at Irwin Park around noon.
- Boyce Park AMD Treatment System: No report.
- Zazzle Store items: Karen Rose Cercone has set up a Zazzle Store site for TCWA for items with a TCWA logo. Members are encouraged to visit the site and checkout the items. Karen Rose has

agreed to send in an order for Board members to help limit shipping costs. Anyone wishing to order an item or items should contact Karen Rose via email as soon as they can. Orders for items to be worn at the Ducky Race should be submitted by June 10.

- Growing Greener Grants: The TCWA will not be submitting a Growing Greener grant application this summer. Kylie Schultz identified projects in the watershed involving stream stabilization, habit improvement and parking lot upgrades that Westmoreland Conservation District has already received Growing Greener grants for; work on these projects should begin this summer.

F. New Business

- Lyons Run Watershed Association (LRWA): Bill Mihalco noted that he received a call from a LRWA representative. LRWA is pursuing grants to provide for the installation of an AMD treatment plant on Lyons Run and is continuing to pursue an AMD treatment plant for the upper reaches of Turtle Creek in the Export area. LRWA has installed two water monitors, one in Lyons Run and another in Turtle Creek near the Helltown Brewery in Export. LRWA is willing to share data from the monitors with TCWA. The Board agreed to share the data from the TCWA monitors with LRWA.
- The TCWA has received notice from the PA Department of Revenue regarding our sales tax-exempt status. Tom will prepare a response to the notice.
- Tom agreed to investigate obtaining a grant from the Foundation for PA Watershed to fund a financial audit of TCWA.
- Newsletter: Susan Forney presented a draft of a new TCWA newsletter which the Board agreed with, and which contains information on the upcoming Ducky Race. Thank you, Susan, for preparing the newsletter.

G. Adjournment

- The meeting was adjourned at 6:40 pm.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, June 27, 2023 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

June 27, 2023

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, and Kevin Kaplan.

Associate Directors: Rob Cronauer and Ben Hedin.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Karen Rose Cercone and Ed Zinkan.

Note: In accordance with Article V. Section 6 of the TCWA By-laws, Associate Directors Rob Cronauer and Ben Hedin were assigned the rights and privileges of a Board of Director member to support a meeting quorum.

B. **Approval of Minutes:** A motion was made by Bill Mihalco and seconded by Ben Hedin to approve the meeting minutes from the June 27, 2023 meeting. Motion was approved.

C. **Treasurer's Report and Invoices:** A motion was made by Bill Mihalco with a second by Rob Cronauer to approve the Treasurer's Report. Motion was approved. A motion was made to accept the Executive Directors expense reports for April and May for a total of \$660.49 by Kevin Kaplan and seconded by Bill Mihalco. Motion was approved.

D. Executive Director's Report:

- Tom reminded everyone to submit their in-kind hour sheets.
- Tom reported he is working on the PA Sales Tax Exemption renewal.
- Rob Cronauer reported that the Westmoreland Conservation District is planning an event, Pedaling for Conservation, for Thursday October 19, 2023 beginning around 4 pm on the Westmoreland Heritage Trail. TCWA will be involved with the event.

E. Old Business

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - Jim continues to submit reimbursements under the grant to the DEP.
 - Discussions will be held with Joe Mills of Skelly and Loy to discuss the status of the QHU report during the July meeting.
- **Irwin Discharge Committee**
 - **Purchase of the Biddle Property.**
 - The response to an email to the representative of the property owner indicated that the issue of who could sign the sales agreement should be resolved soon. No response was received from a follow up email to the representative.
- Letters issued and emails received: No significant emails were received.
- PennDOT watershed signs: No new information.
- Duckie Race: A successful Ducky Race event was held on June 24. The Board thanked Kylie Schultz for her efforts in planning and conducting the race. A thank you will be sent to Kylie by President Jim Brucker. The event netted \$1,311 for both TCWA and Irwin Boro.

- Zazzle Store items: Karen Rose Cercone has set up a Zazzle Store site for TCWA for items with a TCWA logo. Members are encouraged to visit the site and checkout the items. Karen Rose ordered and received some shirts, bags, and a coffee mug for TCWA members.
- Boyce Park AMD Treatment System. No report.

F. New Business

- TCWA Meetings: Bill Mihalco noted that the TCWA By-laws require that the Board of Directors meet bimonthly at a minimum. The Board has been meeting monthly and it was discussed that it may be appropriate to not meet monthly when there is little business to review. The Board agreed it will consider whether it is appropriate to meet the next month at each monthly meeting conducted.
- Rob Cronauer reported that the WCD is collaborating with the Sportsmen and Landowner Alliance of Murrysville (SLAM) to improve the habitat in Haymaker Run, which is a High-Quality tributary of Turtle Creek. SLAM stocks the stream with trout.
- WCD is also working on other projects in the Turtle Creek watershed.

G. Adjournment

- The meeting was adjourned at 6:15 pm.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, July 25, 2023 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

July 25, 2023

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, Chuck Duritsa, Paul Whealdon, Renee Dolney, Jason Fronczek, Kylie Schultz, and Kevin Kaplan.

Associate Directors: Rob Cronauer and Ben Hedin.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Karen Rose Cercone, Ed Zinkan and Joe Mills from Skelly and Loy.

B. **Approval of Minutes:** A motion was made by Paul Whealdon and seconded by Kevin Kaplan to approve the meeting minutes from the June 27, 2023 meeting. Motion was approved.

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 was approved. A motion was made to accept the Executive Directors expense report for June for a total of \$291.24 by Paul Whealdon and seconded by Chuck Duritsa. Motion was approved.

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

- Tom reminded everyone to submit their in-kind hour sheets.
- Tom reported that the Pittsburgh Foundation Wish Book request has been received and the response is due by August 13, 2023. Tom will participate in a virtual meeting on Friday July 28 to discuss the Wish Book requests. The Board agreed that a response should be submitted that would request funding to cover operational costs.
- Tom noted that TCWA was featured in the latest ARIPPA newsletter.

E. **Old Business**

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
 - Joe Mills from Skelly and Loy reported to the Board on the status of the QHU report. It was agreed that Joe would provide an outline for the report and will also provide sections of the report for review as they are prepared. The submittal date for the report is December 31 of this year.
- **Irwin Discharge Committee**
 - **Purchase of the Biddle Property.**
 - The representative of the property owner recently noted in an email that they are close to resolving the signature issues that have prevented the sales agreement from being signed.
- Letters issued and emails received: No significant emails were received.
- Boyce Park AMD Treatment System. Renee Dolney reported that based on email correspondence Allegheny County Parks is improving the operation of the system. Stream Restoration Inc is working to make improvements to the system. Some Board members have noted that vegetation in and around the treatment works needs to be cut to improve the visibility of the site to visitors and to help maintain the system.

- PA Sales Tax Exemption. Tom is working on submittal of the sales tax exemption renewal and will submit the renewal soon.

F. New Business

- WCD Bike for Conservation Event. Kylie Schultz reported that the Westmoreland Conservation District is planning an event, Bike for Conservation, for October 12 from 4 pm to 6 pm. The event will feature a bike ride on the Heritage Trail beginning on the trail behind the Hoss's parking lot to Saunders Station and back. The length of the ride is about nine miles. Kylie requested the Board consider giving free TCWA memberships to the participants. The number of participants will be limited to thirty. The Board agreed that a free annual membership could be given to the participants. The participants would be required to provide information so they could be considered for future TCWA membership. Kylie asked for a TCWA Board member to provide a brief discussion of TCWA and Bill Mihalco agreed to do so based on his availability. T-shirts would be provided in the participants' packets and the T-shirts will have a TCWA logo along with others.
- Members were requested to start to consider a location and format for the upcoming annual meeting.

G. Adjournment

- The meeting was adjourned at 6:32 pm.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, August 29, 2023 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

August 29, 2023

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

Attendance:

Board of Directors: Jim Brucker, Bill Mihalco, Chuck Duritsa, Paul Whealdon, Renee Dolney, Susan Forney, and Kylie Schultz.

Associate Directors: Jason McCabe and Ben Hedin.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Chrissy Edwards and Ed Zinkan.

B. **Approval of Minutes:** A motion was made by Paul Whealdon and seconded by Chuck Duritsa to approve the meeting minutes from the July 25, 2023 meeting. Motion was approved.

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 was approved. A motion was made to accept the Executive Directors expense report for July for a total of \$349.59 by Bill Mihalco and seconded by Susan Forney. Motion was approved.

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

- Tom reminded everyone to submit their in-kind hour sheets.
- Tom reported that the Pittsburgh Foundation Wish Book request has been submitted requesting \$5,000 for operational expenses.
- Tom noted that TCWA did not receive the grant from ARIPPA since the grants are intended for on-the-ground construction.
- Tom noted that there is approximately \$228 left to spend from the WPC-BHE GT&S grant. Another newsletter is scheduled to be issued this year which will use some of the remaining funds. Stamps for mailing will also be purchased. Tom will talk to the grant coordinator to see if we could use some of the remaining funds for other advertising items such as TCWA pens.
- A discussion of upcoming opportunities to distribute TCWA information and the rain gauges resulted in several Board members agreeing to reaching out for upcoming community events to see if TCWA could participate. It was also agreed that riders in the upcoming WCD Ride for Conservation Event will be provided with Ducky Race bags containing TCWA info such as rain gauge and brochures.

E. **Old Business**

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
- Jason McCabe noted that the intent of Skelley and Loy is to issue the report by the end of the calendar year which is the current grant deadline. If there are issues meeting the date, a request to the grant deadline will be discussed. It was noted that the Irwin Discharge Committee had a discussion and agreed that Irwin Discharge remedies involving gravity flow discussed in the 2013 Hedin Environmental report would be noted in the QHU report, but cost/benefit numbers would not be generated given the documented infeasibility of these options. Jason McCabe agreed to contact the DEP and discuss obtaining their input to certain

questions in the QHU report along with discussing having a phone call/videoconference to discuss the work completed on the QHU report.

- **Irwin Discharge Committee**

- **Purchase of the Biddle Property.**

- The representative of the property owner recently noted in an email that they are close to resolving the signature issues that have prevented the sales agreement from being signed.

- Letters issued and emails received: Two emails were received recently, one requesting TCWA consider participation in some Brush Creek cleanup planned by North Huntingdon Township. Bill Mihalco and Tom Keller will contact the North Huntingdon representative. Also an email asking TCWA if they want to continue to be an official Nominating Organization for the Westmoreland Conservation District's (WCD) Board of Directors was received. Jim Brucker agreed to contact the WCD and identify that TCWA wants to continue as a Nominating Organization.
- Boyce Park AMD Treatment System. Members reported that some work is being done on the system.
- PA Sales Tax Exemption. Tom is working on submittal of the sales tax exemption renewal and will submit the renewal soon.
- WCD Bike for Conservation Event. Kylie Schultz reported that the Westmoreland Conservation District is planning an event, Bike for Conservation, for October 12 from 4 pm to 6 pm. The event will feature a bike ride on the Heritage Trail beginning on the trail behind the Hoss's parking lot to Saunders Station and back. As noted above in the Executive Director's report, TCWA information will be provided to the event bike riders.
- Members agreed that the Annual meeting will be held on Tuesday, November 14 beginning at 5:30pm. Jim Brucker agreed to check into a location for the meeting.

F. New Business

- It was noted that the date for the October meeting is Halloween. The Board agreed that depending on room availability the October meeting would be held on October 24.
- The Board also agreed to consider the need for a December Board meeting during the September or October meetings.

G. Adjournment

- The meeting was adjourned at 6:25 pm.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, September 26, 2023 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

September 26, 2023

A. **Call to Order:** Vice President Chuck Duritsa called the Board of Directors meeting, conducted in person and via Zoom, to order at 5:30pm.

Attendance:

Board of Directors: Kevin Kaplan, Bill Mihalco, Chuck Duritsa, Paul Whealdon, Jason Fronczek, and Kylie Schultz.

Associate Directors: Rob Cronauer and Ben Hedin.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Chrissy Edwards, Karen Rose Cercone, Amy Baer, Mike Baer and Carrie Lucci.

B. **Approval of Minutes:** A motion was made by Paul Whealdon and seconded by Bill Mihalco to approve the meeting minutes from the August 29, 2023 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 was made to accept the Executive Directors expense report for August for a total of \$260.09 by Paul Whealdon and seconded by Kevin Kaplan. Motion was approved.

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

- Tom reminded everyone to submit their in-kind hour sheets.
- Tom reported that TCWA was not included in the Wish Book 2023.
- Tom noted he spoke to the WPC-BHE GT&S grant administrator and approval was given for TCWA to use the remaining grant money to reorder 500 TCWA brochures rather than an additional newsletter.
- A discussion of potential events for sharing information on the TCWA was discussed. Potential events for the coming year included the Penn Township Fall Festival, the Monroeville Fun Fest, and the Native Seed Swap.

E. **Old Business**

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
Joe Mills from Skelly and Loy had provided a revised Background section for TCWA review and comments were provided to Joe. A video conference will be set up with Joe to discuss the status of the QHU report. Ben Hedin agreed to arrange a discussion with the DEP representative after the videoconference with Joe Mills.
- **Irwin Discharge Committee**
 - **Purchase of the Biddle Property.**
 - No feedback from the property owner's representative.
- Letters issued and emails received: All emails received were addressed.
- PA Sales Tax Exemption. Tom is working on submittal of the sales tax exemption renewal and will submit the renewal soon.

- WCD Bike for Conservation Event. Kylie Schultz reported that the Westmoreland Conservation District's Pedaling for Conservation event is still scheduled for October 12 from 4 pm to 6 pm. The event will feature a bike ride on the Heritage Trail beginning on the trail behind the Hoss's parking lot to Saunders Station and back. TCWA information will be provided to the event bike riders.
- The Annual meeting will be held on Tuesday, November 14 beginning at 5:30pm. Paul Whealdon agreed to check with the Coxcomb restaurant to see if they could accommodate the meeting. All Board members, Associate Directors and interested parties are invited to attend.

F. New Business

- A motion was made to submit nominations for the Westmoreland Conservation District Board of Directors for the two existing Directors whose terms are up by Bill Mihalco and seconded by Paul Whealdon. Motion carried. Bill Mihalco agreed to submit the nomination forms.
- Bill Mihalco suggested that the TCWA send a letter of congratulations to Bob Hedin for him being named the winner of the 2023 J. Roy Houston Conservation Partnership Award. Bob is a recognized expert in abandoned mine drainage and has provided support to TCWA on this issue. The Board agreed unanimously to send the letter.

G. Adjournment

- The meeting was adjourned at 6:40 pm.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, October 24, 2023 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

November 28, 2023

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

Attendance:

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

Associate Directors: Rob Cronauer and Ben Hedin.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Ed Zinkan, Karen Rose Cercone, Amy Baer, and Mike Baer.

B. **Approval of Minutes:** A motion was made by Chuck Duritsa and seconded by Paul Whealdon to approve the meeting minutes from the October 24, 2023 meeting. Motion was approved.

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 was approved. A motion was made to accept the Executive Directors expense report for September for a total of \$211.19 by Paul Whealdon and seconded by Kevin Kaplan. Motion was approved.

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

- Tom reminded everyone to submit their in-kind hour sheets.
- Tom reported that the TCWA Brochure reprint will be ready soon.
- Events that the TCWA could sponsor or participate in were discussed. Events included Gateway Junior High science trips to Duff Park in November and an event in Boyce Park in December.
- Preparation of talking points that could be used by TCWA members at presentations was suggested.

E. **Old Business**

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
Members of the Irwin Discharge Committee had a virtual meeting with a representative of the PA BAMR office, Jon Smoyer on October 23rd. The discussions provided valuable information on the funding available for addressing abandoned mine drainage. Although the QHU report will be completed it is not as important in obtaining AMD funding as it was a few years ago. Most of the funding for AMD work is coming from the Federal Infrastructure Bill. Actions under this source do not require a QHU designation for a watershed to get funding. A QHU designation may be important in the future for operation and maintenance funding for AMD projects. TCWA will continue to work with Skelly and Loy to provide the QHU report to the DEP by the end of the year.
- **Irwin Discharge Committee**
 - **Purchase of the Biddle Property.**
 - Mr. Ben Sampson has volunteered to contact the local representative of the Biddle property owner to see if he can get some insight into where the property transfer stands. The Board agreed to let Mr. Sampson make the contact.
- Letters issued and emails received: All emails received were addressed.

- PA Sales Tax Exemption. Tom is working on submittal of the sales tax exemption renewal and will submit the renewal soon.
- The Annual meeting will be held on Tuesday, November 14 beginning at 5:30pm. The Board thanked Paul Whealdon for making the arrangements with the Coxcomb restaurant. All Board members, Associate Directors and interested parties are invited to attend.

F. New Business

- TCWA has received an invoice from the Westmoreland Conservation District for the Brush Creek water monitor. A motion was made by Chuck Duritsa and seconded by Bill Mihalco to pay the invoice for \$199. Motion carried.

G. Adjournment

- The meeting was adjourned at 6:22 pm.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, November 28, 2023 beginning at 5:30 pm.

Turtle Creek Watershed Association, Inc.

Board of Directors Meeting Minutes

November 28, 2023

A. Call to Order: President Jim Brucker called the Board of Directors meeting, conducted in person and via Zoom, to order at 5:37pm.

Attendance:

Board of Directors: Jim Brucker, Bill Mihalco, Chuck Duritsa, Paul Whealdon, Kylie Schultz, Renee Dolney, Jason Fronczek, and Susan Forney.

Associate Directors: Rob Cronauer, Anne Fox, and Ben Hedin.

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Ed Zinkan, Chrissy Edwards, Karen Rose Cercone, Amy Baer, and Mike Baer.

B. Approval of Minutes: A motion was made by Chuck Duritsa and seconded by Paul Whealdon to approve the meeting minutes from the October 24, 2023 meeting. Motion was 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 was approved. A motion was made to accept the Executive Directors expense report for September for a total of \$340.59 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.
- Tom reported that the TCWA Brochures were printed and picked up. A motion was made by Bill Mihalco and seconded by Chuck Duritsa to pay the invoice of Bondi Printing totaling \$265 for the brochure printing. Motion was approved.
- The BHE GT&E 2023-2024 Mini Grant applications are being accepted until December 18. The Board agreed that an application should be submitted and should include a request to pay for D&O insurance, t-shirts for tie dying and extra supplies for tie dying. Tom will prepare the application.
- A conference speaker/microphone is needed to ensure those attending the meeting via Zoom can hear the discussions at the live meeting. A motion was made by Bill Mihalco and seconded by Chuck Duritsa to purchase a conference speaker/microphone for around \$80 plus shipping. Motion was approved.
- Jim Brucker agreed to investigate the website invoice received by TCWA to determine if it is legitimate.
- TCWA received an email from a May Torpey the Sustainability Coordinator from Protect PT regarding getting together with TCWA. Karen Rose Cercone agreed to contact Ms. Torpey to discuss a potential meeting.

E. Old Business

- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
Members of the Irwin Discharge Committee have received, for review, sections of the report from Skelly and Loy. Any members with comments should send them to Bill Mihalco who will compile the comments and send them to Skelly and Loy. A request has been received from

Skelly and Loy to approach the DEP and request an extension beyond the current end date of 12/31/23 for the report. A motion was made by Chuck Duritsa and seconded by Paul Whealdon to approach the DEP to extend the due date for the report. Motion was approved. Jim Brucker will call the DEP representative and submit the extension request. NOTE: Jim submitted the extension request following the meeting and it was approved by the DEP.

- **Irwin Discharge Committee**

- **Purchase of the Biddle Property.**
 - No new information available.
- Letters issued and emails received: All emails received were addressed.
- PA Sales Tax Exemption. Tom is working on submittal of the sales tax exemption renewal and will submit the renewal soon.

F. New Business

- Four TCWA Board member's terms expire on 12/31/23, Chuck Duritsa, Bill Mihalco, Jason Fronczek, and Susan Forney. Susan does not wish to be elected to another term on the Board. Bill Mihalco made a motion which was seconded by Renee Dolney to elect Chuck Duritsa, himself, Jason Fronczek, and Karen Rose Cercone to three-year terms on the TCWA Board of Directors that would expire on 12/31/2026. The motion was approved.
- The nomination for officers for 2024 included Jim Brucker for President, Chuck Duritsa for Vice President, Kevin Kaplan for Treasurer and Karen Rose Cerone for Secretary. A motion was made by Bill Mihalco and seconded by Chuck Duritsa to elect the nominees for officers for 2024. Motion was approved.
- A motion was made by Bill Mihalco and seconded by Chuck Duritsa to elect Amy Baer and Ed Zinkan as Associate Board members. Motion was approved.
- Susan Forney presented a draft of the last TCWA newsletter of the year to the Board. Board members were requested to provide comments to Susan on the newsletter.
- The Board thanked Susan Forney for her years of service as a Board Member and for all the excellent work she did on the many projects she participated in over the years.
- Bill Mihalco recommended to the Board that the Board establish objectives for the coming year to provide some guidance on what TCWA will be working on in the coming year. Bill agreed to send out a request for input from the membership for objectives so they can be discussed at the January 2024 meeting.

G. Adjournment

- The meeting was adjourned at 6:30 pm.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, January 30, 2024 beginning at 5:30 pm.