

**Turtle Creek Watershed Association, Inc.**  
**Board of Directors Meeting Minutes**  
**January 30, 2024**

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

Attendance:

Board of Directors: Jim Brucker, Karen Rose Cercone, Renee Dolney, Chuck Duritsa, Bill Mihalco, Kylie Schultz, Paul Whealdon.

Associate Directors: Ed Zinkan, Amy Baer, Craig Barras, Rob Cronauer, Anne Fox, Ben Hedin, Jason McCabe

Executive Director: Tom Keller.

Director Emeritus: None.

Members and Guests: Chrissy Edwards, Mike Baer

B. **Approval of Minutes:** A motion was made by Chuck Duritsa and seconded by Renee Dolney to approve the meeting minutes from the November 28, 2023, meeting. Motion was approved.

C. **Treasurer's Report and Invoices:** A motion was made by Paul Whealdon with a second by Karen Rose Cercone to approve the Treasurer's Report. Motion was approved. A motion was made by Paul Whealdon, seconded by Bill Mihalco, to accept the Executive Directors expense report for November and December for a total of \$584.69. Motion was approved.

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

- Tom reminded everyone to submit their in-kind hour sheets. This will become even more important in 2024 as we work on submitting grant requests for the Biddle project.
- Tom submitted a grant request to the Western Pennsylvania Conservancy for \$2587.76. The grant requested funds for stream sampling equipment for student workshops, cellular fees for existing in-stream monitors, and directors and officers liability insurance.
- Tom also submitted our final report for the 2023 grant we received from WPC for rain gauges, rain gauge fact sheets, and brochure printing.
- Tom will begin this year's membership drive, but will ask Kevin for a list of board members who have already paid their dues for 2024 in order to reduce unnecessary mailings.
- The application for PA Sales Tax Exemption requires a budget for 2023. Jim Brucker will create one based on our last application.
- Tom suggested several activities for the coming year:

**Newsletters** – The board consensus was to issue three newsletters for the year, spaced four months apart. The April newsletter will cover trout stocking, fishing, and the spring watershed walk; the August newsletter will cover the Biddle acquisition and the summer Ducky Race; the December newsletter will give a summary of the year's accomplishments and include a calendar of events for 2025, as well as a reminder about membership renewal.

**Social Media** – Tom recommended that we make more FB posts, especially of education events

**Clean-ups** – The board discussed several options for clean-ups in the watershed. We could do a stream clean-up in conjunction with partners like scouts, high school groups (Penn-Trafford, Gateway/Norwin National Honor Society, Woodland Hills), or the Penn State Master Watershed Stewards. Another option would be to adopt Route 48 for highway clean-up and get publicity with their signage. It would require 2-3 cleanups per year, but supplies can be obtained from PennDOT through Keep Pennsylvania Beautiful. The Allegheny Land Trust might assist as well.

#### **E. Old Business**

- **Letters issued and emails received: All emails received were addressed.**
  - Pia van de Venne has asked TCWA to receive a grant donation from the Patrick and Lynn Gurrentz Foundation and pass funds along to the Friends of Murrysville Parks. Jim Brucker will respond asking her how much money is involved and how many checks would need to be written throughout the year. He will invite her to the next meeting to discuss her request in more detail.
- **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) report for Turtle Creek**
  - We are still waiting on the check from DEP for the QHU, and it may take a while longer. Skelly and Loy have provided a schedule of completion that should have the report done by June 12, 2024. Sections of the report will be sent to the committee periodically. Any comments on these sections should be sent to Ben Hedin. The first round of comments is due by Feb 12.
  - Members of the TCWA Irwin Discharge Committee and members of the Murrysville Area Watershed Association met with two representatives from PA-DEP. MAWA is moving forward with plans to treat the upper Turtle Creek discharges in the Delmont-Export area. The consensus of the meeting was that TCWA should focus on treating only the Irwin discharge while MAWA treats the upper Turtle Creek discharge.
- **Irwin Discharge Committee**
  - The Biddle Property sales agreement was signed in January. The final closing is tentatively set for June 15, 2024. Funding should be finalized in March.
  - Bill Mihalco made a motion, seconded by Chuck Duritsa, that the TCWA sign a resolution authorizing purchase of Biddle property. The motion passed and the resolution was signed by Jim Brucker and Chuck Duritsa.
  - Bill Mihalco made a motion, seconded by Karen Rose Cercone, to purchase title insurance for Biddle for a maximum of \$1000 by the end of March. The motion passed. Bill Mihalco will work with John Ward to identify a good vendor for this insurance.
  - Chuck Duritsa made a motion, seconded by Paul Whealdon, to seek bids at or under \$1,000/year for Biddle liability insurance. The motion passed. Bill Mihalco will check with the issuer of TCWA's current D&O Liability policy to see if they can give us a quote.
  - Chuck Duritsa made a motion, seconded by Paul Whealdon, to authorize a Biddle property survey at or under a cost of \$15,000 by end of April. The motion passed. Quotes for a survey will be gathered by Jason McCabe with advice from Paul Whealdon.
  - The environmental site assessment will be done for TCWA by Jason McCabe at cost.

- A Biddle visit is planned with the neighboring landowner and a DEP Rep for Friday, February 2 at 3 PM. Those interested should meet at Bridge Street near the Police Athletic League – park on the grassy area on the right before the road starts uphill. A stream crossing may be involved, so appropriate footwear is advised.
- **Protect PT Turtle Creek Watershed Airshed Community Group** – Karen Rose Cercone and Renee Dolney attended their visioning meeting. Karen Rose reported that their current focus is on recycling and helping low-income communities in the Turtle Creek valley install food and native plant gardens. One member reported illegal dumping in a pond near Frog Road across from the Brush Creek sewage plant. Karen Rose will contact her to recommend a report be made to DEP for investigation.

#### F. New Business

- TCWA Objectives for 2024 cover a range of technical work such as the Biddle and QHUP projects); education including student workshops and community talks; and fundraising and public awareness. Bill Mihalco will create a final objectives document for a future meeting.
- TWCA Conflict of Interest Policy and Annual Form were passed out, with a reminder that all Board Members and Associate Board Members need to sign and return the form to Karen Rose.
- TWCA Event Calendar
  - **BPMT – Lunch and Learn Watershed Talk** in February. Karen Rose, Renee, Paul, and Bill will schedule a date to visit and talk about our progress in watershed restoration.
  - Our annual **Ducky Race Fundraiser** with Irwin will again occur on June 22, 2024, 1-4 PM, at Irwin Park. Irwin will again handle organizing the food and entertainment, while we organize sponsorships and activities such as the AMD t-shirt dying. We will invite groups such as the Penn State Master Watershed Group, PA Game Commission, Forestry, etc.
  - A **Geology and Watershed Walk** will be held at Ackermann Nature Preserve on Sunday, April 21, 2024, from 2 to 4 PM.

#### G. Adjournment

- On a motion by Paul Whealdon, seconded by Chuck Duritsa, the meeting was adjourned at 7:00PM.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, February 27, 2024, beginning at 5:30 pm.



**Turtle Creek Watershed Association, Inc.**  
**Board of Directors Meeting Minutes**  
**February 27, 2024**

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

In attendance:

Board of Directors: Jim Brucker, Karen Rose Cercone, Chuck Duritsa, Jason Fronczak, Bill Mihalco, Kylie Schultz, Paul Whealdon

Associate Directors: Rob Cronauer, Ben Hedin, Jason McCabe

Executive Director: Tom Keller

Director Emeritus: None

Members and Guests: Mike Baer, Chrissy Edwards

**B. Approval of Minutes** A motion was made by Chuck Duritsa and seconded by Paul Whealdon to approve the minutes of the January 30, 2024 meeting. The motion was approved.

**C. Treasurer's Report and Invoices**

- A motion was made by Karen Rose Cercone, seconded by Paul Whealdon to approve the Treasurer's Report for January 2024. The motion was approved.
- A motion was made by Chuck Duritsa, seconded by Paul Whealdon, to accept the Executive Directors expense report for January 2024 for a total of \$417.09. The motion was approved.
- A motion was made by Bill Mihalco, seconded by Chuck Duritsa, to approve an invoice from the Westmoreland Conservation District for \$199.00 for one of our stream monitoring systems. The motion was approved.

**D. Executive Director's Report**

- Tom reminded everyone to submit their in-kind hour sheets.
- The WPC BHE CT&S 2024-2025 Mini Grant we submitted in January was approved. The Conservancy told us that they received 26 grant requests this year, and so they did not approve the full amount requested. Tom will explore a different grant category that they offer which could give us up to \$15,000 for our projects this year.

**E. Old Business**

**1. Letters issued and emails received: No report**

## **2. Growing Greener Grant for the Qualified Hydrologic Unit (QHU) Report**

- We have sent in the first round of comments to Skelly and Loy. Grant funds have still not arrived from DEP, so the firm has added a delinquent charge to our account. Jim Brucker will again remind the DEP folks to send our check.
- Comments on Options 3 and 4 are due to Ben Hedin by Friday, March 1, 2024.

## **3. Irwin Discharge Committee**

- The surveying crew has visited the Biddle site this week and they are currently doing research on the property boundaries of adjacent parcels. They plan to have the boundary survey completed by next Tuesday, March 5.
- Jason McCabe attended the Irwin Sportsman's Club most recent Board Meeting and helped answer their questions about site development. The board voted to approve access for the surveying crew through their property.
- Jason McCabe reported that the Phase 1 Environmental Site Assessment is in progress. No major issues have been identified at this point.
- Funding – Rob Cronauer has obtained a \$7500 funding commitment from the Foundation for Pennsylvania Watersheds and a \$17,500 commitment from the Community Foundation of Westmoreland County. Neither grant has any restriction on how the funds can be used. The grantee will be the Conservation District, with funds passed along to TCWA.
- A new solicitor is on board, which has slowed processing of the cooperative agreement. There is a required right-of-way that we can get either through Brentzel's property or Irwin Sportsman's Club. Jason McCabe has asked the surveying crew to include the route in their map, following the sewage easement.

## **4. PA Sales Tax Exemption – Tom Keller will send Jim Brucker an old budget from previous applications so it can be updated and submitted to the state.**

## **5. Ducky Race Updates – Kylie Shultz reported that sponsorship letters have been sent out and three responses have already been received. Minuteman Press will has agreed to donate the tickets. The time will be 1-4 PM in the afternoon, like last year.**

## **F. New Business**

- 1. TCWA Objectives for 2024** - Bill Mihalco has created a final list (attached). Chuck Duritsa made a motion, seconded by Karen Rose Cercone, to approve the objectives. Tom Keller asked that dates for completion be added wherever appropriate. The motion passed.
- 2. Renewal Letters** - Tom will hold off sending out letters for this year's membership drive until we know the status of the Biddle property, since that will make a nice announcement to drive membership renewal. Tom plans to send it out to more businesses this year.

- 3. Watershed Steward Scholarship** - Karen Rose made a motion seconded by Bill Mihalco to offer a scholarship for the Penn State Master Watershed Steward training course along with a free TCWA membership to a person interested in our watershed. Karen Rose will email details to board members who might know a suitable candidate.

**G. Adjournment**

- On a motion by Bill Mihalco, seconded by Paul Whealdon, the meeting was adjourned at 6:18 PM.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, March 26, 2024, beginning at 5:30 pm.

**Turtle Creek Watershed Association 2024 Event Calendar**

**MARCH**

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Thur Mar 14	10 AM	County Commissioners Meeting	Greensburg
Tue Mar 26	5:30 PM	TCWA Board Meeting	Monroeville Boro Building
Thur Mar 28	Noon	BPMI Green Team Lunch & Learn	Monroeville

**APRIL**

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Thur Apr 4	12:15 PM	Turtle Creek Trout Stocking	Saunders Station Bridge
Mon Apr 15	12:15 PM	Turtle Creek Trout Stocking	Saunders Station Bridge
Sun Apr 21	2PM – 4PM	Geology & Watershed Walk	Ackermann Nature Preserve

**JUNE**

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Sat June 22	1 – 4 PM	TCWA-Irwin Ducky Race Fundraiser	Irwin Park

## **TCWA OBJECTIVES FOR 2024**

### **Technical Objectives**

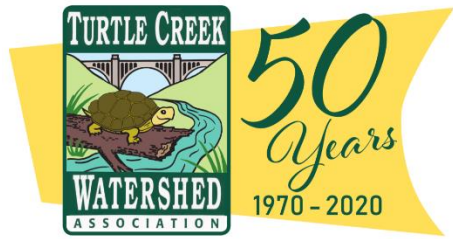
1. Complete the acquisition of the Biddle property. 6/31/24
2. Submit the initial funding request for Biddle to BAMR. 12/31/24
3. Submit the final QHU report to the DEP. 6/12/24.

### **Educational Public Outreach Objectives**

1. Offer a Penn State Master Watershed Steward scholarship in 2024/2025
2. Work with Allegheny or Westmoreland Master Watershed chapters to sponsor a stream cleanup day somewhere in the watershed.
3. Offer a series of Watershed walks with different themes. *(Geology Walk at Ackermann Preserve is scheduled for April 21 from 2-4 PM)*
4. Publish a newsletter three times a year (April, August, and December).
5. Provide training on water quality monitoring.
6. Provide at least two educational sessions to groups within the Watershed. *(BPML-Green Group Lunch & Learn is scheduled for March 28)*

### **Funding and Membership Growth**

1. Increase TCWA funding to support Biddle and other programs.
2. Reach out to the mailing list with info on monthly meetings and activities.
3. Expand annual membership effort to include more businesses.



**Turtle Creek Watershed Association, Inc.**  
**Board of Directors Meeting Minutes**  
**March 26, 2024**

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

In attendance:

Board of Directors: Jim Brucker, Karen Rose Cercone, Renee Dolney, Chuck Duritsa, Bill Mihalco, Kylie Schultz, Paul Whealdon

Associate Directors: Rob Cronauer, Ben Hedin, Amy Baer, Jason McCabe, Ed Zinkan

Executive Director: Tom Keller

Director Emeritus: None

Members and Guests: Mike Baer, Chrissy Edwards

**B. Approval of Minutes** A motion was made by Chuck Duritsa and seconded by Paul Whealdon to approve the minutes of the February 27, 2024 meeting. The motion was approved.

**C. Treasurer's Report and Invoices**

- A motion was made by Karen Rose Cercone, seconded by Paul Whealdon, to approve the Treasurer's Report for February 2024. The motion was approved.
- A motion was made by Chuck Duritsa, seconded by Paul Whealdon, to accept the Executive Directors expense report for February 2024 for a total of \$162.09. The motion was approved.

**D. Executive Director's Report**

- Tom reminded everyone to submit their in-kind hour sheets.
- The WPC BHE GT&S Awards Ceremony and Luncheon, at which TCWA will receive our \$1000 grant, is April 30 (Tuesday). Tom Keller will attend and can take a guest. Ed Zinkan graciously volunteered. Amy will work out a budget for \$630 of water sampling equipment for her classes.
- BH&E also gives out other grants up to \$15,000 but we would need a budget and a financial audit of our books. Bill Mihalco will look at his older files to see why we have commissioned an audit in the past.

**E. Old Business**

1. **Letters** issued and emails received: No report



## **2. Growing Greener Grant for the Qualified Hydrologic Unit (QHU) Report**

- We have finally received the funds for one grant submission and should be getting more for a second one that was submitted in January. Jim will make sure Keven sends in a check to the consultant for the amount that we received.
- Comments on the Irwin Active and Passive Treatment options are due to Ben Hedin by Friday, March 29, 2024.

## **3. Irwin Discharge Committee**

- Surveying of the site is completed and shows that the actual acreage of Biddle is just a little over 49 acres. Two options for easements were created for the Brentzel Property. We are waiting for the landowner to choose the option he prefers before finalizing the survey. Jason noted that the Brentzel Property also requires two signatures for an easement because it is held in a trust.
  - A second easement map and agreement were prepared for the Irwin Sportsman's Club. Jason McCabe and Bill Mihalco will attend the next general meeting of the Sportsman's Club to discuss the easement and hopefully get Board approval.
  - Jason will share our title commitment with the seller before March 31, to assure them that we are meeting our requirements.
  - A motion was made by Bill Mihalco, seconded by Chuck Duritsa, to pay Urban Terrain for as per their survey invoice. The motion was approved.
  - An earmark request will be submitted to Representative Lee and Senator Fetterman to fund several categories of design and engineering at the Biddle Site as well as repay the county for property acquisition. Funding is not guaranteed.
  - County Commissioners will meet on the 11<sup>th</sup> and 18<sup>th</sup> of April. We have worked on a press release to be issued after the county provides our funding.
  - Insurance quotes have been requested for liability insurance from several companies and organizations. Jim Brucker will request a quote from our current D&O provider. We may need to post the property, depending on the insurance.
  - Statements of Qualifications for Engineers – Murrysville Watershed Association has just posted an ad that might be a template for one we will need to post.
4. **PA Sales Tax Exemption** – Jim Brucker and Tom Keller will continue to work on the budget to qualify us for this certificate which allows us to buy tax-free items.
5. **BCO Certificate** – Tom Keller and Bill Mihalco will investigate whether TCWA needs to register with the state as a non-profit organization able to accept charitable contributions from the public.

4. **Master Watershed** - Karen Rose Cercone made a motion, seconded by Chuck Duritsa, to hold the Master Watershed Steward Scholarship for another year and advertise it further in advance to prospective stewards. The motion was approved.

#### **F. New Business**

1. **2023 Tax Return** – Jim has found that there are new IRS requirements. He will submit our tax return as soon as possible.
2. **Steele’s Run Construction / Runoff Issues** – a construction project in Steele’s Run is working with riparian buffers. The Westmoreland Conservation District is aware of the issue.
3. **Caliber Collision Citizen Concern** – the residents of Manordale are concerned about a commercial development along Route 22 near their homes and have asked TCWA what our position is. Since the development has met all municipal requirements and does not appear to pose any imminent threat to the watershed, the board declined to comment.
4. **Litter Clean-up** - Kylie Schulz and Chrissy Edwards proposed that TCWA do a trash cleanup along Route 993 in Trafford up to Mahaffey Hill on May 4, 2024 to coincide with Trafford Cleanup weekend. Amy Baer offered to provide students if the cost of a bus could be covered. Time is not yet determined, but the meeting location would be Westmoreland Park across from Trafford Middle School. A motion was made by Bill Mihalco and seconded by Paul Whealdon to sponsor the litter clean-up. Facebook and website posts will be made to advertise it, and it will be included in the Spring newsletter.

#### **G. Adjournment**

- On a motion by Bill Mihalco, seconded by Karen Rose Cercone, the meeting was adjourned at 6:48 PM.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, April 30, 2024, beginning at 5:30 pm.

## Turtle Creek Watershed Association 2024 Event Calendar

### MARCH

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Mar 26	5:30 PM	TCWA Board Meeting	Monroeville Boro Building
Thur Mar 28	Noon	BPMI Green Team Lunch & Learn	Monroeville

### APRIL

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Thur Apr 4	12:15 PM	Turtle Creek Trout Stocking	Saunders Station Bridge
Mon Apr 15	12:15 PM	Turtle Creek Trout Stocking	Saunders Station Bridge
Thur Apr 18	10 AM	Westmoreland County Commissioners Meeting	County Courthouse, Greensburg
Sun Apr 21	2PM – 4PM	Geology & Watershed Walk	Ackermann Nature Preserve
Tue Apr 30	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

### MAY

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Sat May 4	TBA	Route 993 Trash Clean-up	Westmoreland Park
Tue May 28	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

### JUNE

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Sat June 22	1 – 4 PM	TCWA-Irwin Ducky Race Fundraiser	Irwin Park
Tue June 25	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

## **TCWA OBJECTIVES FOR 2024**

### **Technical Objectives**

1. Complete the acquisition of the Biddle property. 6/31/24
2. Submit the initial funding request for Biddle to BAMR. 12/31/24
3. Submit the final QHU report to the DEP. 6/12/24.

### **Educational Public Outreach Objectives**

1. Offer a Penn State Master Watershed Steward scholarship in 2024/2025
2. Work with Allegheny or Westmoreland Master Watershed chapters to sponsor a stream cleanup day somewhere in the watershed.
3. Offer a series of Watershed walks with different themes. *(Geology Walk at Ackermann Preserve is scheduled for April 21 from 2-4 PM)*
4. Publish a newsletter three times a year (April, August, and December).
5. Provide training on water quality monitoring.
6. Provide at least two educational sessions to groups within the Watershed. *(BPML-Green Group Lunch & Learn is scheduled for March 28)*

### **Funding and Membership Growth**

1. Increase TCWA funding to support Biddle and other programs.
2. Reach out to the mailing list with info on monthly meetings and activities.
3. Expand annual membership effort to include more businesses.



**Turtle Creek Watershed Association, Inc.**  
**Board of Directors Meeting Minutes**  
**April 30, 2024**

**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.

In attendance:

Board of Directors: Jim Brucker, Karen Rose Cercone, Chuck Duritsa, Jason McCabe, Bill Mihalco, Kylie Schultz, Paul Whealdon

Associate Directors: Renee Dolney, Ben Hedin, Amy Baer, Ed Zinkan

Executive Director: Tom Keller

Director Emeritus: None

Members and Guests: Mike Baer, Chrissy Edwards

**B. Approval of Minutes** A motion was made by Bill Mihalco and seconded by Paul Whealdon to approve the minutes of the March 26, 2024 meeting. The motion was approved.

**C. Treasurer's Report and Invoices**

- A motion was made by Chuck Duritsa, seconded by Bill Mihalco, to approve the Treasurer's Report for March 2024. The motion was approved.
- A motion was made by Karen Rose Cercone, seconded by Paul Whealdon, to accept the Executive Directors expense report for March 2024 for a total of \$259.59. The motion was approved.

**D. Executive Director's Report**

- Tom Keller reminded everyone to submit their in-kind hour sheets.
- Tom Keller and Ed Zinkan attended the Western Pennsylvania Conservancy's BHE GT&S Awards Ceremony and Luncheon to accept our \$1000 grant.
- Our Brush Creek data-logger recording instrument was swept away by recent floods. It will be relocated at the discretion of the Conservation District in the same general area.
- Membership letters went out by email this month but only a few renewals have been received. Paper letters may need to be sent as a follow-up.
- TCWA was contacted by Carol Laspina who owns 22 acres of land in Hempfield Township at High Park Road, Jeannette. They are meeting with the DEP tonight about gas infrastructure on their property. Since this is a regulatory issue, we have informed Ms. Laspina that there is nothing TCWA can do to assist her.

- Vanessa Whipkey and her husband Jeremy (a pastor in Pitcairn) have invited TCWA to participate in a clean-up next year in Pitcairn. The board agreed to support this effort.

## E. Old Business

1. Letters issued and emails received: Karen Rose will take over the email account for the watershed now that Kevin Kaplan is no longer monitoring it.
2. **Growing Greener Grant for the Qualified Hydrologic Unit (QHU) Report**
  - DEP has prohibited us from submitting any more invoices for reimbursement until the study is complete. The outstanding balance of the grant is around \$4000. We are waiting for Skelly and Loy to submit the remainder of their study, so that we can approve it and submit the final invoice to DEP.
3. **Irwin Discharge Committee**
  - Insurance quotes have been received for liability insurance from one company. Tom Keller is soliciting additional bids from other vendors. No decision will be made until we have acquired the Biddle property.
  - The Irwin Sportsman's Club has not been as cooperative as we had originally hoped. Their lawyer has advised them to give us a temporary right-of-way rather than a permanent right-of-way or easement (as required by our donor). Unfortunately, that will not be acceptable to our donor due to standard mortgage requirements.
  - A permanent right-of-way agreement is being negotiated with adjacent neighbor John Brentzel, but this has not been finalized. Jason has notified the seller's attorney that we might need to postpone the closing if our right-of-way agreement is still under discussion.
  - Any further discussion with Jim Hawk of Anesidora Enterprises about spoil pile remediation will be postponed until the Biddle property has been acquired and we are further along in development plans.
4. **PA Sales Tax Exemption** – This action will be tabled until the organization needs to buy larger amounts of supplies.
5. **WPC BHE Mini-Grant** – Due to funding limitation, we only received \$630 of the amount we requested to fund our student water sampling equipment. An additional \$170 is needed to complete the purchase of a sampling set that we can use for educational outreach events. Bill Mihalco made a motion, seconded by Chuck Duritsa, that TCWA supply the additional amount needed. The motion passed. Amy Baer forwarded the list of supplies to Karen Rose Cercone, who will make the purchases for TCWA.

## F. New Business

1. The recent resignation of board director and treasurer Kevin Kaplan was accepted on a motion by Amy Baer, seconded by Bill Mihalco. The motion was approved.
2. A motion was made by Bill Mihalco, seconded by Karen Rose Cercone, to appoint Paul Whealdon to serve out the remainder of Kevin's 2024 term as treasurer. The motion was approved.
3. A motion was made by Bill Mihalco, seconded by Chuck Duritsa, to appoint Jason McCabe to serve out the remainder of Kevin's term as a Board Director (see chart below). The motion was approved.
4. In order to apply for grants such as the other BHE grant amounts, Tom Keller advised that TCWA should create an annual budget and obtain a formal audit. Jason McCabe will explore options with some CPA's in the area.
5. Charity Registration Form BCO-10 – Jim Brucker and Karen Rose Cercone will help Tom Keller learn what information is required for the online application
6. A federal earmark for bridge construction, utility installation, property acquisition, and a project manager for the Biddle site was submitted by Westmoreland County Industrial Development Corporation to Representative Summer Lee's Office.
7. Karen Rose Cercone will set up cloud storage for TCWA with a free Dropbox account.

## G. Adjournment

- On a motion by Bill Mihalco, seconded by Paul Whealdon, the meeting was adjourned at 6:39 PM.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, May 28, 2024, beginning at 5:30 pm.

### 2024 TCWA Board of Directors – Updated List

Board Member	Term Expiration	Officers for 2024
Jim Brucker	2025	President
Chuck Duritsa	2026	Vice President
Paul Whealdon	2024	Treasurer
Karen Rose Cercone	2026	Secretary
Bill Mihalco	2026	
Jason McCabe	2025	
Kylie Schultz	2024	
Renee Dolney	2025	
Jason Fronczek	2026	

Associate Board Members: Anne Fox, Craig Barras, Rob Cronauer, Ben Hedin, Amy Baer, and Ed Zinkan.

## Turtle Creek Watershed Association 2024 Event Calendar

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<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
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### MAY

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
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Tue May 28	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

### JUNE

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Sat June 22	1 – 4 PM	TCWA-Irwin Ducky Race Fundraiser	Irwin Park
Tue June 25	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

### JULY

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue June 30	5:30 PM	TCWA Board Meeting	Monroeville Boro Building



## **TCWA OBJECTIVES FOR 2024**

### **Technical Objectives**

1. Complete the acquisition of the Biddle property. 6/31/24
2. Submit the initial funding request for Biddle to BAMR. 12/31/24
3. Submit the final QHU report to the DEP. 6/12/24.

### **Educational Public Outreach Objectives**

1. Offer a Penn State Master Watershed Steward scholarship in 2024/2025
2. Work with Allegheny or Westmoreland Master Watershed chapters to sponsor a stream cleanup day somewhere in the watershed.
3. Offer a series of Watershed walks with different themes. (*Geology Walk at Ackermann Preserve April 21 from 2-4 PM*)
4. Publish a newsletter three times a year (April, August, and December).
5. Provide training on water quality monitoring.
6. Provide at least two educational sessions to groups within the Watershed. (*BPMI-Green Group Lunch & Learn March 28*)

### **Funding and Membership Growth**

1. Increase TCWA funding to support Biddle and other programs.
2. Reach out to the mailing list with info on monthly meetings and activities.
3. Expand annual membership effort to include more businesses.



**Turtle Creek Watershed Association, Inc.**  
**Board of Directors Meeting Minutes**  
**May 28, 2024**

**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.

In attendance:

Board of Directors: Jim Brucker, Karen Rose Cercone, Chuck Duritsa, Jason Fronczak, Bill Mihalco, Kylie Schultz, Paul Whealdon

Associate Directors: Amy Baer, Rob Cronauer, Chrissy Edwards, Ben Hedin, Ed Zinkan

Executive Director: Tom Keller

Director Emeritus: None

Members and Guests: Mike Baer, Carrie Lucci

**B. Approval of Minutes** A motion was made by Chuck Duritsa, seconded by Paul Whealdon, to approve the minutes of the April 30, 2024 meeting. The motion was approved.

**C. Treasurer's Report and Invoices**

- A motion was made by Chuck Duritsa, seconded by Bill Mihalco, to approve the Treasurer's Report for April 2024. The motion was approved.
- A motion was made by Chuck Duritsa, seconded by Jim Brucker, to accept the Executive Director's expense report for April 2024 for a total of \$ 537.55. The motion was approved.

**D. Executive Director's Report**

- Tom Keller reminded everyone to submit their in-kind hour sheets.
- Meeting minutes – Tom will keep two years' worth of minutes, since older ones will be uploaded to Dropbox for archival purposes.
- Brush Creek Data Logger – the flood-displaced logger has not been reinstalled yet. The subscription has been paused in the meantime.
- 2024 email membership was not very effective, so a paper mailing will go out instead.
- Audit – Tom found that most smaller watershed associations do not often do them. A less expensive review of financial trends might be able to satisfy grant agencies.

**E. Old Business**

1. Letters issued and emails received: these will be addressed later in the agenda

2. Growing Greener Grant for the Qualified Hydrologic Unit (QHU) Report

- All remaining Growing Greener funds will be held until completion of the report.
- Joseph Mills sent an email update on May 24 informing us that during final review of the QHUP report, discrepancies were found in the calculations produced by the pHreeq-n-AMD model. The submittal of the final report will be delayed so that these issues can be addressed.
- Ben Hedin requests that any final comments be sent to him by May 29, 2024.

3. Irwin Discharge Committee

- Jason reports that the Brentzel Property right-of-way is still waiting on the Trust to be settled. An attorney is working on that and is also examining the agreement.
- We will not have funds for the June 30<sup>th</sup> closing date, but the seller is willing to extend that by two months. John Ward will draft a new agreement.
- The due diligence report on the property has been completed.

4. Cloud storage for TCWA documents – Karen Rose Cercone

- An archive of meeting minutes will be added to the Dropbox folder.
- Contact information for officers and board members will be collected for the BCO-10 application and will also be added to the Dropbox folder.

5. Report on May 4 Route 993 Litter Cleanup – Chrissy Edwards

- Chrissy reports that the weather was not great for the clean-up, but a small crew of dedicated volunteers collected 17 bags of trash and six tires.

6. Preparation for the June 22 Ducky Race Fundraiser – Kylie Schultz

- Volunteers should be on site before noon; the race will occur at 2 PM
- TCWA's small games of chance license needs to be signed and notarized. Kylie will email the form to Paul and Karen Rose to complete, and then will send it in with a check. A motion was made by Bill Mihalco, seconded by Chuck Duritsa, to reimburse Kylie for the expense of purchasing it. The motion was approved.
- A motion was made by Chuck Duritsa, seconded by Bill Mihalco, to cover the purchase of \$200 worth of t-shirts for the popular AMD t-shirt tie-dying activity. Thirty shirts in five different sizes will be needed; Ben Hedin will send a list of sizes to be purchased. The motion was approved.

7. WPC BHE Mini-Grant purchase of sampling equipment – Karen Rose Cercone

- Acorn and Amazon purchases have been made, and will be shipped to Paul

- A motion was made by Bill Mihalco, seconded by Chuck Duritsa, to approve spending up to \$100 in TCWA funds for the remaining water sampling equipment needed for our outreach kit, over the \$632 budgeted from the WPC BHE grant.
8. New TCWA Monthly Budget Format – Jim Brucker
    - The new format met with no objections and will be used for our Sales Tax Exemption application.
  9. Charity Registration Form BCO-10 – Tom Keller
    - Tom will complete our BCO-10 application as soon as the contact list of TCWA directors and officers has been finalized by Karen Rose Cercone.

#### **F. New Business**

1. Nomination of Chrissy Edwards-McCune (WCD) as Associate Director

A motion was made by Karen Rose Cercone, seconded by Chuck Duritsa, to nominate Chrissy Edwards-McCune as an associate director of TCWA. The motion was approved.
2. Allegheny Land Trust Membership Renewal

A motion was made by Karen Rose Cercone, seconded by Bill Mihalco, to join the Allegheny Land Trust at the \$50 level. The motion was approved.
3. TCWA Copy Center Invoice

Paul Whealdon reported that this invoice has been paid.
4. WCD Table Sponsor Request

A motion was made by Karen Rose Cercone, seconded by Paul Whealdon, to approve a \$50 Ruby Table Sponsorship for the Westmoreland Conservation District's Anniversary Dinner. The motion was approved.
5. News article on Upper Turtle Creek cleanup

Several news reports have recently spotlighted plans for the upper Turtle Creek AMD treatment system. Bill Mihalco spoke to Ben Samson who said that they are working on a conservation easement for the property which will be used to construct the system.

#### **G. Adjournment**

- On a motion by Paul Whealdon, seconded by Karen Rose Cercone, the meeting was adjourned at 6:25 PM.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, June 25, 2024, beginning at 5:30 pm.

## Turtle Creek Watershed Association 2024 Event Calendar

### MARCH

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Mar 26	5:30 PM	TCWA Board Meeting	Monroeville Boro Building
Thur Mar 28	Noon	BPMI Green Team Lunch & Learn	Monroeville

### APRIL

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Thur Apr 4	12:15 PM	Turtle Creek Trout Stocking	Saunders Station Bridge
Mon Apr 15	12:15 PM	Turtle Creek Trout Stocking	Saunders Station Bridge
Sun Apr 21	2PM – 4PM	Geology & Watershed Walk	Ackermann Nature Preserve
Sat Apr 27	9 – 11 AM	Jack Sedlack Clean-up Day	Monroeville (various sites)
Tue Apr 30	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

### MAY

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Sat May 4	TBA	Route 993 Trash Clean-up	Westmoreland Park, Trafford
Tue May 28	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

### JUNE

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Sat June 22	1 – 4 PM	TCWA Ducky Race Fundraiser	Irwin Park
Tue June 25	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

### JULY

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue July 30	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

### AUGUST

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Aug 27	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

### SEPTEMBER

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Sept 24	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

## **TCWA OBJECTIVES FOR 2024**

### **Technical Objectives**

1. Complete the acquisition of the Biddle property. 6/31/24
2. Submit the initial funding request for Biddle to BAMR. 12/31/24
3. Submit the final QHU report to the DEP. 6/12/24.

### **Educational Public Outreach Objectives**

1. Offer a Penn State Master Watershed Steward scholarship in 2024/2025
2. Work with Allegheny or Westmoreland Master Watershed chapters to sponsor a stream cleanup day somewhere in the watershed.
3. Offer a series of Watershed walks with different themes. (*Geology Walk at Ackermann Preserve April 21 from 2-4 PM*)
4. Publish a newsletter three times a year (April, August, and December).
5. Provide training on water quality monitoring.
6. Provide at least two educational sessions to groups within the Watershed. (*BPML-Green Group Lunch & Learn March 28*)

### **Funding and Membership Growth**

1. Increase TCWA funding to support Biddle and other programs.
2. Reach out to the mailing list with info on monthly meetings and activities.
3. Expand annual membership effort to include more businesses.



**Turtle Creek Watershed Association, Inc.**  
**Board of Directors Meeting Minutes**  
**June 25, 2024**

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

In attendance:

Board of Directors: Jim Brucker, Karen Rose Cercone, Chuck Duritsa, Jason McCabe, Bill Mihalco, Kylie Schultz, Paul Whealdon

Associate Directors: Rob Cronauer, Ben Hedin, Ed Zinkan

Executive Director: Tom Keller

Director Emeritus: None

Members and Guests: Ed Kemp

**1. Approval of Minutes** A motion was made by Chuck Duritsa, seconded by Paul Whealdon, to approve the minutes of the May 28, 2024 meeting. The motion was approved.

**2. Treasurer's Report and Invoices**

- A motion was made by Karen Rose Cercone, seconded by Bill Mihalco, to approve the Treasurer's Report for May 2024. The motion was approved.
- A motion was made by Bill Mihalco, seconded by Paul Whealdon, to accept the Executive Director's expense report for May 2024 for a total of \$ 177.09. The motion was approved.

**3. Executive Director's Report**

- Tom notified the group that he had some IT issues earlier this month but has recovered emails back to 2022.
- Tom reminded members to submit their in-kind hours.
- Brush Creek Data Logger – the flood-displaced logger has not been reinstalled yet. Hank has requested someone to call him to determine where we want to install it. Our preference would be to stay nearby if a tree is available to anchor it. Tom will contact Hank to finalize the reinstallation
- 2024 membership renewals have been mailed out
- PA Sales Tax Exemption was submitted June 1, 2024.
- BCO-10 Application will be done in early July. A contact list will be finalized by then.

#### **4. Old Business**

- a) Letters issued and emails received: a thank-you note was received from the Westmoreland Conservation District for our donation to their fundraiser.
  - As secretary, Karen Rose will write and send out any official letters needed as instructed by the board and officers. She has made an updated letterhead document (Word) which is posted in the main TCWA Dropbox folder.
- b) Growing Greener Grant for the Qualified Hydrologic Unit (QHU) Report
  - Our final QHUP report was submitted by Joe Mills and will be reviewed next week by Ben Hedin. Please submit any comments to Ben by Sunday.
  - The options for combined treatment should be explicitly noted in the report as being no longer needed, since per the recommendation of BAMR the Upper Turtle Creek seeps will be treated by the Murrys ville Watershed Association.
- c) Irwin Discharge Committee
  - A fully executed addendum to the sales agreement was completed, extending the closing date to August 30, 2024.
  - Our donor has agreed to authorize us to purchase Biddle with only a temporary easement through the Irwin Sportsman's Club, which they are willing to grant us.
  - The next commissioners meeting would be July 18, and we should then be able to close on the property by the end of July.
- d) Report on Ducky Race Fundraiser – Kylie Schultz
  - The fundraiser went well and raised about the same amount of money (\$1225) as the previous year. Kylie will drop off the checks to Paul.

#### **5. New Business**

- 1. Records Retention – Bill Mihalco and Karen Rose Cercone
  - As we move forward with our Biddle Project, we might need to have a formal records retention policy for grant applications, reports, minutes, and financial files.
  - Karen Rose will create a draft records retention policy for our next meeting.

##### Proposed Housing Development along Steeles Run

- We were contacted by Matt Peters with a housing development question in Murrys ville. Karen Rose will respond with a statement that TCWA does not comment on matters of municipal policy.

#### **6. Adjournment**

- On a motion by Bill Mihalco, seconded by Paul Whealdon, the meeting was adjourned at 6:10 PM. The next business meeting will be held at the Monroeville Boro Building on Tuesday, July 30, 2024, beginning at 5:30 pm.



## Turtle Creek Watershed Association 2024 Event Calendar

### MARCH

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
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<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
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### MAY

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
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### JULY

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue July 30	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

### AUGUST

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Aug 27	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

### SEPTEMBER

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Sept 24	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

## **TCWA OBJECTIVES FOR 2024**

### **Technical Objectives**

1. Complete the acquisition of the Biddle property. 6/31/24
2. Submit the initial funding request for Biddle to BAMR. 12/31/24
3. Submit the final QHU report to the DEP. 6/12/24.

### **Educational Public Outreach Objectives**

1. Offer a Penn State Master Watershed Steward scholarship in 2024/2025
2. Work with Allegheny or Westmoreland Master Watershed chapters to sponsor a stream cleanup day somewhere in the watershed.
3. Offer a series of Watershed walks with different themes. (*Geology Walk at Ackermann Preserve April 21 from 2-4 PM*)
4. Publish a newsletter three times a year (April, August, and December).
5. Provide training on water quality monitoring.
6. Provide at least two educational sessions to groups within the Watershed. (*BPML-Green Group Lunch & Learn March 28*)

### **Funding and Membership Growth**

1. Increase TCWA funding to support Biddle and other programs.
2. Reach out to the mailing list with info on monthly meetings and activities.
3. Expand annual membership effort to include more businesses.



**Turtle Creek Watershed Association, Inc.**  
**Board of Directors Meeting Minutes**  
**July 30, 2024**

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

In attendance:

Board of Directors: Jim Brucker, Karen Rose Cercone, Chuck Duritsa, Jason Fronczek, Jason McCabe, Bill Mihalco, Paul Whealdon

Associate Directors: Craig Barras, Rob Cronauer, Ben Hedin, Ed Zinkan

Executive Director: Tom Keller

Director Emeritus: None

Members and Guests: None

**1. Approval of Minutes** A motion was made by Chuck Duritsa, seconded by Paul Whealdon, to approve the minutes of the June 25, 2024 meeting. The motion was approved.

**2. Treasurer's Report and Invoices**

- A motion was made by Jason McCabe, seconded by Bill Mihalco, to approve the Treasurer's Report for June 2024. The motion was approved.
- A motion was made by Paul Whealdon, seconded by Karen Rose Cercone, to accept the Executive Director's expense report for June 2024 for a total of \$ 376.79.09. The motion was approved.

**3. Executive Director's Report**

- The Brush Creek data logger has been reinstalled near the sewage facility, thanks to Hank Bradish and others at WCD.
- PA Sales Tax Exemption Request was submitted and the additional information requested by the state will be going out soon.
- The BCO-10 application was also sent in.
- The Pittsburgh Wish Book is open for applications, for up to \$5000 in general operating support. Tom will apply for it again this year.

**4. Old Business**

- a) Letters issued and emails received: an email came in from Mountain Watershed asking about the logistics of our Ducky Race. The request was forwarded to Kylie Schultz.

b) Growing Greener Grant for the Qualified Hydrologic Unit (QHU) Report

- Our final QHUP report was submitted to DEP earlier this month. DEP has promised to turn the final payment around quickly, but we have not gotten a final invoice from Skelly-Loy. Bill Mihalco will reach out to Joe Mills and ask for it.
- The next step is to wait for DEP to review the submission, whenever they have time.

c) Irwin Discharge Committee

- Via email a motion authorizing Board Member Jason McCabe to sign the Temporary Right of Way with the Irwin Sportsman's Association for the TCWA was approved by the Board. A temporary ROW agreement was signed with Irwin Sportsmen Association and will be added to the TCWA archives.
- On August 1 at 10 AM, our donor, Westmoreland County, will provide us with a forgivable loan in the amount of \$75000. The funds will be wired to the Title Abstract Company who will send the \$65,000 payment owed to Lorasen (\$70,000 sale price - \$5000 down-payment). TCWA will receive the remaining \$10,000 (our deposit plus \$5000 for future work).
- Several items will need to be shared with the county (Biddle survey, etc). In addition, the following documents will need to be submitted to the county:
  - A formal resolution by the TCWA authorizing the purchase of Biddle. Bill Mihalco made a motion, seconded by Chuck Duritsa, to approve Resolution #1 of 2024 as amended at the meeting. Note - this resolution supersedes a similar resolution that was passed in January of this year. The motion was approved and the signed resolution is attached.
  - A second formal resolution by the TCWA authorizing Jason McCabe and/or James Brucker to sign agreements for property transactions involving the Biddle property. Bill Mihalco made a motion, seconded by Chuck Duritsa, to approve Resolution #2 of 2024 resolution as amended at the meeting. The motion was approved and the signed resolution is attached.
  - Bill Mihalco made a motion, seconded by Karen Rose Cercone, to approve the Westmoreland County Cooperation Agreement for Tinkers Run Mine Discharge Reclamation in order to implement the Biddle Project. (Attachment to be added when final agreement is signed).
- The final property closing date for Biddle will be September 15, 2024<sup>1</sup>.

d) Liability insurance – Jim added the temporary ROW and got a \$1125.75 quote which is good for 30 days. He plans to purchase the agreement after the closing

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<sup>1</sup> Note – this date was updated following the July meeting and is corrected here for our records.

## **5. New Business**

1. Bill Mihalco moved and Jason McCabe seconded the approval of Smokey Burdin (Irwin Sportsmen Association) as an Associate Director of the Turtle Creek Watershed Association. The motion was approved.
2. Kiosk Maintenance – Bill Mihalco reports that our Saunders Station kiosk is in good shape. The kiosk near Roberts Parcel needs a good coat of paint, which Bill has. It also needs an updated newsletter. Karen Rose will laminate and post the newest one now and update when newsletters are published in the future. She will also add an annual 'Kiosk Maintenance Day' to the TCWA Calendar.
3. Summer TCWA Newsletter – topics will include QHUP, addition of Smokey Burdin to the board, county funding for Biddle, and our BHE grant funding for stream workshops. We will also issue an announcement about next year's Penn State Master Watershed Scholarship to publicize that opportunity to local libraries and organizations.
4. Bill Mihalco reports that he plans to update the TCWA Objective list to reflect the progress made so far this year.
5. The next round of PA-DEP bill funding for AMD reclamation funding will close on November 8, 2024. Jason McCabe suggests that we submit an application for our first phase of work at Biddle.
6. Jason McCabe will also attend the GO Laurel Highlands grant workshop to see how we can apply for one of their marketing grants.
7. Bill Mihalco and Jason McCabe recommend that we advertise for an engineer in the Penn-Franklin News as the project gets underway.

## **6. Adjournment**

- On a motion by Jason McCabe, seconded by Paul Whealdon, the meeting was adjourned at 6:45 PM. The next business meeting will be held at the Monroeville Boro Building on Tuesday, August 27, 2024, beginning at 5:30 pm.

Respectfully submitted,

Karen Rose Cercone



**TURTLE CREEK WATERSHED ASSOCIATION  
RESOLUTION NO. 1 OF 2024**

**WHEREAS**, Turtle Creek Watershed Association has negotiated a Real Estate Sales Agreement dated January 16, 2024, for the purchase of certain property in the Township of North Huntingdon, being a vacant piece or parcel of land identified further as Westmoreland County Tax Map Parcel No. 54-08-00-0-009 being approximately 49.6 acres with the present owner, Lorasen Holdings, Inc., formerly known as Lorasen, Inc. ("Property");

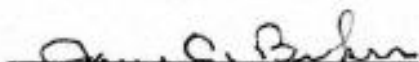
**WHEREAS**, the purpose of this acquisition of the Property is to restore/improve water quality of Brush Creek primarily through Tinker's Run abandoned mine discharge reclamation project ("Project");

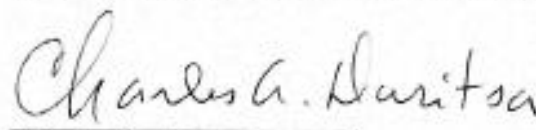
**NOW THEREFOR, BE IT RESOLVED AND IT IS HERBY RESOLVED** by the Turtle Creek Watershed Association to fully execute the Sales Agreement dated January 16, 2024 to acquire the Property in order to continue work on the Project.

**DULY ENACTED** this 30th day of July, 2024, a quorum being present and acting throughout.

**ATTEST:**

**TURTLE CREEK WATERSHED ASSOCIATION**

  
James Brucker  
President

  
Charles Duritsa  
Vice-President



**TURTLE CREEK WATERSHED ASSOCIATION  
RESOLUTION NO. 2 OF 2024**


**WHEREAS**, the Turtle Creek Watershed Association is entering into agreements between the Association and various partners. This resolution pertains to present and future agreements involving the funding, transfer of funds, and purchase of property (referred to as the Biddle Property) related to the treatment of the Irwin Discharge.

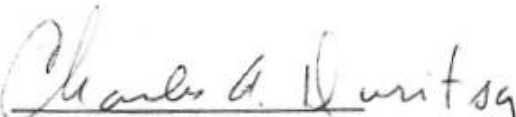
**NOW THEREFOR, BE IT RESOLVED AND IT IS HERBY RESOLVED** by the Turtle Creek Watershed Association to authorize and direct the Chairman of the Board, James Brucker, and/or Board Member Jason McCabe to sign agreements for property transactions involving specifically the Biddle Property.

**DULY ENACTED** this 31th day of July, 2024, a quorum being present and acting throughout.

**ATTEST:**

**TURTLE CREEK WATERSHED ASSOCIATION**

  
James Brucker  
President

  
Charles Duritsa  
Vice-President

## Turtle Creek Watershed Association 2024 Event Calendar

### MARCH

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Mar 26	5:30 PM	TCWA Board Meeting	Monroeville Boro Building
Thur Mar 28	Noon	BPMI Green Team Lunch & Learn	Monroeville

### APRIL

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
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<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
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<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
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### JULY

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue July 30	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

### AUGUST

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Aug 27	5:30 PM	TCWA Board Meeting	Monroeville Boro Building

### SEPTEMBER

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Sept 1	TBD	Annual Kiosk Maintenance	Saunders / Roberts Parcel
Tue Sept 24	5:30 PM	TCWA Board Meeting	Monroeville Boro Building



## **TCWA OBJECTIVES FOR 2024**

### **Technical Objectives**

1. Complete the acquisition of the Biddle property. 6/31/24
2. Submit the initial funding request for Biddle to BAMR. 12/31/24
3. Submit the final QHU report to the DEP. 6/12/24.

### **Educational Public Outreach Objectives**

1. Offer a Penn State Master Watershed Steward scholarship in 2024/2025
2. Work with Allegheny or Westmoreland Master Watershed chapters to sponsor a stream cleanup day somewhere in the watershed.
3. Offer a series of Watershed walks with different themes. (*Geology Walk at Ackermann Preserve April 21 from 2-4 PM*)
4. Publish a newsletter three times a year (April, August, and December).
5. Provide training on water quality monitoring.
6. Provide at least two educational sessions to groups within the Watershed. (*BPMI-Green Group Lunch & Learn March 28*)

### **Funding and Membership Growth**

1. Increase TCWA funding to support Biddle and other programs.
2. Reach out to the mailing list with info on monthly meetings and activities.
3. Expand annual membership effort to include more businesses.



**Turtle Creek Watershed Association, Inc.**  
**Board of Directors Meeting Minutes**  
**August 27, 2024**

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

In attendance:

Board of Directors: Jim Brucker, Karen Rose Cercone, Chuck Duritsa, Jason Fronczek, Bill Mihalco, Paul Whealdon

Associate Directors: Amy Baer, Craig Barras, Smokey Burdin, Rob Cronauer, Chrissy Edwards, Ben Hedin, Ed Zinkan

Executive Director: Tom Keller

Director Emeritus: None

Members and Guests: Mike Baer

**1. Approval of Minutes** A motion was made by Chuck Duritsa, seconded by Paul Whealdon, to approve the minutes of the July 30, 2024 meeting. The motion was approved.

**2. Treasurer's Report and Invoices**

- A motion was made by Karen Rose Cercone, seconded by Chuck Duritsa, to approve the Treasurer's Report for July 2024. The motion was approved.
- A motion was made by Paul Whealdon, seconded by Karen Rose Cercone, to accept the Executive Director's expense report for July 2024 for a total of \$ 316.37. The motion was approved.

**3. Executive Director's Report**

- Tom reminded everyone to submit their in-kind hours to him.
- The PA Sales Tax Exemption Request was submitted and we are waiting to hear back.
- The BCO-10 application was also sent in. The state responded with a request for a BCO-23, and also a request for a balance sheet. Jim and Tom will work on that.
- The Pittsburgh Wish Book application was submitted for \$5000.
- BHE Watershed Grant – Tom needs photos of an outreach event using the equipment.

**4. Old Business**

a) Letters issued and emails received:

- Contact from PA Master Naturalists Marc & Christie Hatcher looking to volunteer
- Email request from PennEnvironment for a PFAS support letter to Rep. Markosek. Karen Rose will write a letter and have the officers review it, then Jim will sign.
- The Ohio River Basin Alliance Summit will be held in Pittsburgh from Oct 30-Nov 1.

b) Growing Greener Grant for the Qualified Hydrologic Unit (QHU) Report

- Jim Brucker is working on submitting the final report with DEP so that they can release the final payment to Skelly & Loy.

c) Irwin Discharge Committee

- Closing date for Biddle will occur during the week of September 15, 2024. Paul Kaye has to travel from England to sign the paperwork. Signed checks from TCWA will be needed to cover the final closing costs and possibly other last minute expenses.
- Liability insurance – Jim reports that everything is set to go, and it will be purchased as soon as we purchase the property.
- November 8 is the deadline to submit a grant application to DEP. Rob Cronauer recommended that the Westmoreland Conservation District submit it on behalf of the watershed association, and the board agreed with his suggestion.

d) Summer TCWA Newsletter

- Topics will include our QHUP submission, addition of Smokey Burdin to the board, county funding for Biddle, and our BHE grant funding for stream workshops. We will also publicize next year's Penn State Master Watershed Scholarship.

## **5. New Business**

- a) Updated TCWA Objectives – Bill Mihalco submitted a mid-year update (attached).
- b) Website recognition of Gold Members - Karen Rose Cercone requested a list of gold members so she can add their logos to the TCWA website. Paul Whelan will send it.
- c) Review of the TCWA records stored at Schwarz – Bill Mihalco – Ed Zinkan volunteered to go through the filing cabinets and see what important documents we have.
- d) Southwest PA Water Network Data Collaboration Work Group – Karen Rose Cercone and Ben Hedin will participate in the next meeting of this organization.
- e) Annual meeting in November – board members suggest that we invite the Irwin Fire Department, Irwin Sportsmen's League, as well as Jon Smoyer and John Rosnick of DEP, since both live in Westmoreland County. Karen Rose will check with Abruzzi's of Irwin to see if we can reserve a room for 25 people on Nov 12, at 5:30 PM.
- f) Smokey Burdin shared that the Irwin Sportsman club will have an Open House on September 29, 12 to 4 PM. TCWA members are welcome to attend.

## 6. Adjournment

- On a motion by Paul Whealdon, seconded by Jason Fronczak the meeting was adjourned at 6:45 PM.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, September 24, 2024, beginning at 5:30 pm.

Respectfully submitted,

Karen Rose Cercone

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## TCWA Objectives for 2024

### Mid-Year Update

#### Technical Objectives

1. Complete the acquisition of the Biddle property. 6/31/24 **ECD:9/30/24**
2. Submit the initial funding request for Biddle to BAMR. 11/8/24
3. Submit the final QHU report to the DEP. 6/12/24. **Complete**

#### Educational Public Outreach Objectives

1. Offer a Penn State Master Watershed Steward scholarship in 2024/2025
2. Work with Allegheny or Westmoreland Master Watershed chapters to sponsor a stream cleanup day somewhere in the watershed. **(Complete, Rt 993 Cleanup)**
3. Offer a series of Watershed walks with different themes. (*Geology Walk at Ackermann Preserve*)
4. Publish a newsletter three times a year. (April **(Complete)**, August, and December)
5. Provide training on water quality monitoring.
6. Provide at least two educational sessions to groups within the Watershed. (*BPMI-Green Group Lunch & Learn March 28*)

#### Funding and Membership Growth

1. Increase TWCA funding to support Biddle and other programs.
2. Reach out to the mailing list with info on monthly meetings and activities.
3. Expand annual membership effort to include more businesses.

## Turtle Creek Watershed Association 2024 Event Calendar

### MARCH

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Mar 26	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building
Thur Mar 28	Noon	BPMI Green Team Lunch & Learn	Monroeville

### APRIL

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Thur Apr 4	12:15 PM	Turtle Creek Trout Stocking	Saunders Station Bridge
Mon Apr 15	12:15 PM	Turtle Creek Trout Stocking	Saunders Station Bridge
Sun Apr 21	2PM – 4PM	Geology & Watershed Walk	Ackermann Nature Preserve
Sat Apr 27	9 – 11 AM	Jack Sedlack Clean-up Day	Monroeville (various sites)
Tue Apr 30	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### MAY

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Sat May 4	TBA	Route 993 Trash Clean-up	Westmoreland Park, Trafford
Tue May 28	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### JUNE

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Sat June 22	1 – 4 PM	TCWA Ducky Race Fundraiser	Irwin Park
Tue June 25	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### JULY

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue July 30	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### AUGUST

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Aug 27	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### SEPTEMBER

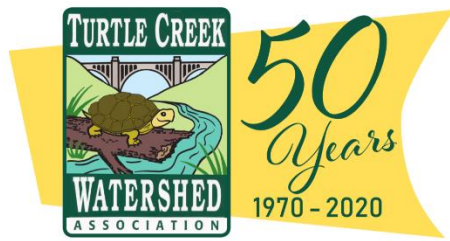
<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Sept 1	TBD	Annual Kiosk Maintenance	Saunders / Roberts Parcel
Tue Sept 24	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### OCTOBER

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Oct 29	5:30 PM	TCWA Annual Meeting	Monroeville Municipal Building

### NOVEMBER

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Nov 12	5:30 PM	TCWA Annual Meeting	Abruzzi's Restaurant (tent.)



**Turtle Creek Watershed Association, Inc.**  
**Board of Directors Meeting Minutes**  
**September 24, 2024**

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

In attendance:

Board of Directors: Jim Brucker, Karen Rose Cercone, Chuck Duritsa, Jason Fronczek, Jason McCabe, Bill Mihalco, Kylie Schultz, Paul Whealdon

Associate Directors: Amy Baer, Rob Cronauer, Ben Hedin, Ed Zinkan

Executive Director: Tom Keller

Director Emeritus: None

Members and Guests: Carrie Lucci, Mike Baer

**1. Approval of Minutes** A motion was made by Chuck Duritsa, seconded by Paul Whealdon, to approve the minutes of the August 27, 2024 meeting. The motion was approved.

**2. Treasurer's Report and Invoices**

- A motion was made by Karen Rose Cercone, seconded by Chuck Duritsa, to approve the Treasurer's Report for August 2024. The motion was approved.
- A motion was made by Paul Whealdon, seconded by Jason McCabe, to accept the Executive Director's expense report for August 2024 for a total of \$ 434.04. The motion was approved.

**3. Executive Director's Report**

- Tom Keller reminded everyone to submit their in-kind hours to him.
- A change of address for the organization was mailed to the state of PA.
- The BCO-10 and BCO-23 forms were mailed in, but Tom has not been able to find a copy of our articles of incorporation. Karen Rose Cercone & Ed Zinkan will look for those in the TCWA archives at Schwarz Farm.
- The October meeting will need someone else to host the Zoom session since Tom will be gone. Karen Rose Cercone offered to bring another laptop, and has the TCWA speaker.

**4. Old Business**

a) Letters issued and emails received:

- A request was received from the Westmoreland Conservation District to confirm our organization's status as a nominating organization. On September 3, 2024, an online

motion for TCWA to remain a nominating organization was made by Jason McCabe and seconded by Bill Mihalco. Eight board members voted 'aye' with zero 'nays' and one abstention. Karen Rose Cercone will send a notification to WCD.

- Lacey Pribanic, AP student at Franklin-Regional interested in remediation contacted us asking for information. The secretary sent her the most recent newsletter and offered to provide additional information if she could specify what she needed.

b) Growing Greener Grant – James Brucker

- Skelly and Loy Invoice – Jim has been working with Jon Smoyer of BAMR to figure out what the issue has been. They identified that six early invoices paid out of our working capital had not been submitted correctly. DEP will be sending ~\$3500 to pay the final Skelly and Loy invoices in a month or so, then the grant will be closed.

c) Irwin Discharge Committee – Jason McCabe

- The new closing date is October 1. John Ward does not think this will be a problem, even though it is one day past our sales agreement's final day.
- Funds will be transferred from savings to checking to cover the check needed for Biddle closing costs and cover any lawyer fees.
- Jason McCabe will verify the amounts needed and let Paul know how much to transfer to cover the checks.
- Since Rob Cronauer has an invoice from John Ward, he will write a check to TCWA to cover the closing costs from the watershed grant he received.

d) Penn State Master Watershed Steward Scholarship – Karen Rose Cercone

- A small subcommittee is needed to review applications (if more than one is received). Amy and Mike Baer will assist Karen Rose.

## 5. New Business

a) Nominations for the Westmoreland Conservation District Board.

- Bill Mihalco made a motion, seconded by Jason McCabe, to nominate Emil Bove and Paul Sarver, the two incumbents for the position. The motion was approved. Karen Rose will send in the required nomination paperwork to the County.

b) Invoice for Brush Creek Data Loggers

- Karen Rose Cercone made a motion, seconded by Chuck Duritsa, to pay the invoice from WCD for our data logger reinstallation. The motion was approved.

c) Tour of the Lyons Run Watershed AMD treatment system – Bill Mihalco

- The passive AMD remediation system on Boxcartown Road is being installed and should be done soon. We will do a tour when it is completed.

d) Annual Meeting – Karen Rose Cercone & Bill Mihalco

- A reservation has been made at The Coxcomb for Nov 12, 5:30 – 7:30 PM

- Bill Mihalco made a motion, seconded by Chuck Duritsa, to reimburse Karen Rose Cercone for her \$100 deposit to The Coxcomb and also to reimburse Jim Brucker for the eventual dinner cost, which he will pay with his own credit card.
- The following guests will be invited to the Annual Meeting: John Brentzel (neighbor), Smokey Burdin and Joyce Lichtenfels (Irwin Sportsmens Association), Bill Chessman (Pitcairn-Monroeville Sportsman Club), Jason Rigone (WCIDC), John Ward (lawyer), Jon Smoyer and John Russick (BAMR), Thomas Hemple (North Huntingdon Commissioner for Ward 1), Harry Faulk (North Huntingdon Township Manager). Ben Sampson and Jim Morris (MAWA), Summer Lee or Phillip Bennett (from Lee's staff), Bryan Rasel (PA State Rep candidate for District 56), Dottie Steffen (PA Senator Kim Ward's District Director), Stan Gorski (Western Westmoreland District Manager), and all Gold TCWA Members including Sherry Martino from Irwin. Karen Rose will create an invitation for Tom Keller to print and mail out to these guests.
- Jason McCabe will do a presentation about the acquisition of the Biddle property and future steps that TCWA plans to take for remediation of Brush Creek.

#### **Adjournment**

- On a motion by Chuck Duritsa, seconded by Paul Whealdon, the meeting was adjourned at 6:33 PM.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, October 29, 2024, beginning at 5:30 pm.

Respectfully submitted,  
Karen Rose Cercone



## Turtle Creek Watershed Association 2024 Event Calendar

### MARCH

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Mar 26	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building
Thur Mar 28	Noon	BPMI Green Team Lunch & Learn	Monroeville

### APRIL

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Thur Apr 4	12:15 PM	Turtle Creek Trout Stocking	Saunders Station Bridge
Mon Apr 15	12:15 PM	Turtle Creek Trout Stocking	Saunders Station Bridge
Sun Apr 21	2PM – 4PM	Geology & Watershed Walk	Ackermann Nature Preserve
Sat Apr 27	9 – 11 AM	Jack Sedlack Clean-up Day	Monroeville (various sites)
Tue Apr 30	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### MAY

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Sat May 4	TBA	Route 993 Trash Clean-up	Westmoreland Park, Trafford
Tue May 28	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### JUNE

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Sat June 22	1 – 4 PM	TCWA Ducky Race Fundraiser	Irwin Park
Tue June 25	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### JULY

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue July 30	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### AUGUST

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Aug 27	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### SEPTEMBER

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Sept 24	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### OCTOBER

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
October TBD	TBD	Annual Kiosk Maintenance	Saunders / Roberts Parcel
Tue Oct 29	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### NOVEMBER

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Nov 12	5:30 PM	TCWA Annual Meeting	The Coxcomb in Murrysburg
Tue Nov 29	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building



**Turtle Creek Watershed Association, Inc.**  
**Board of Directors Meeting Minutes**  
**October 29, 2024**

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

In attendance:

Board of Directors: Jim Brucker, Karen Rose Cercone, Chuck Duritsa, Jason Fronczak, Jason McCabe, Bill Mihalco, Kylie Schultz

Associate Directors: Amy Baer, Smokey Burdin, Ben Hedin, Ed Zinkan, Chrissy Edwards-McCune

Executive Director: Tom Keller

Director Emeritus: None

Members and Guests: Mike Baer, Jacob Levandos (WCD AmeriCorps Member)

**1. Approval of Minutes** A motion was made by Chuck Duritsa, seconded by Jason McCabe, to approve the minutes of the September 24, 2024 meeting. The motion was approved.

**2. Treasurer's Report and Invoices**

- A motion was made by Chuck Duritsa, seconded by Karen Rose Cercone to approve the Treasurer's Report for September 2024, including the Executive Director's expenses. The motion was approved.
- A suggestion was made by Chuck Duritsa to move \$10,000 from checking to our savings account or to a CD. Ed Zinkan will investigate options for other high-interest accounts.

**3. Executive Director's Report**

- Tom Keller reminded everyone to submit their in-kind hours to him.
- Tom has obtained our amended articles of incorporation from M&J Taxes and has sent it to the state for our BCO-10 and BCO-23 application.
- Invitations have been mailed out and 12 people have RSVP'd for the Annual Meeting.

**4. Old Business**

a) Letters issued and emails received:

- Sylvia Fields from South Trafford contacted TCWA about flooding along Brush Creek. It was suggested that she contact state representative, Brandon Markosek.
- The SPC Regional Advisory Committee for the Comprehensive Climate Action Plan (CCAP) has invited us to attend either an in-person meeting on November 14th 9-11AM or a virtual meeting on Nov 18th. Jason McCabe will reach out to them.

- b) Growing Greener Grant – James Brucker
  - Final QHUP audit – Jim worked with Jon Smoyer to finalize the grant accounting. There will be an overpayment amount that we will have to wire back to DEP.
- c) Irwin Discharge Committee – Jason McCabe
  - Kylie Schultz has been working on a grant application for the Bipartisan Infrastructure Law (BIL) funding round this fall. It will cover the initial phases of assessment and conceptual development. Jason McCabe will provide access agreements for the application. Awards will be announced in the spring.
  - A ribbon-cutting occurred at Biddle on October 23, 2024 with Commissioner Chew in attendance. Jason McCabe has also offered to take the commissioners on a tour.
  - Posting of the property – Jim will check with our insurance company about their preference for posting the property against trespassing.
  - Tax exemption for the property – Bill Mihalco and Jason McCabe will reach out to John Ward and the North Huntingdon Township Manager to begin this process.
- d) Penn State Master Watershed Steward Scholarship – Karen Rose Cercone
  - One application has been received so far. The deadline is November 1.
- e) Annual Meeting – We have 14 RSVP's including two of our invited guests.

## **5. New Business**

- a) Guidance on record retention and organization – Ed Zinkan
  - Ed found several early documents that might be useful, and Karen Rose offered to scan them for our electronic archive. Bill Mihalco will assist in sorting the files.
- b) Nomination of officers and board members for 2025 – Bill Mihalco
  - Paul Whealdon and Kylie Schultz have agreed to be re-nominated as board members at the November meeting. Tom Keller will check on the status of two other board members to see if they are still interested in serving.
  - All of the current officers agreed to serve in their roles again next year if elected.
- c) Beginning in 2025, TCWA minutes will be posted on the website. An archive of past minutes will be added as well.

## **Adjournment**

- On a motion by Chuck Duritsa, seconded by Jason McCabe, the meeting was adjourned at 6:37 PM.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, November 26, 2024, beginning at 5:30 pm. Don't forget to attend the Annual Meeting!

Respectfully submitted,  
Karen Rose Cercone

## Turtle Creek Watershed Association 2024 Event Calendar

### MARCH

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Mar 26	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building
Thur Mar 28	Noon	BPMI Green Team Lunch & Learn	Monroeville

### APRIL

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Thur Apr 4	12:15 PM	Turtle Creek Trout Stocking	Saunders Station Bridge
Mon Apr 15	12:15 PM	Turtle Creek Trout Stocking	Saunders Station Bridge
Sun Apr 21	2PM – 4PM	Geology & Watershed Walk	Ackermann Nature Preserve
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Tue Apr 30	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### MAY

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Sat May 4	TBA	Route 993 Trash Clean-up	Westmoreland Park, Trafford
Tue May 28	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### JUNE

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Sat June 22	1 – 4 PM	TCWA Ducky Race Fundraiser	Irwin Park
Tue June 25	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### JULY

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue July 30	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### AUGUST

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Aug 27	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### SEPTEMBER

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Sept 24	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### OCTOBER

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Wed Oct 23	4:30 PM	Biddle Ribbon Cutting Event	Biddle Site in Irwin
Tue Oct 29	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building

### NOVEMBER

<i>Date</i>	<i>Time</i>	<i>Event</i>	<i>Location</i>
Tue Nov 12	5:30 PM	TCWA Annual Meeting	The Coxcomb in Murrysburg
Tue Nov 26	5:30 PM	TCWA Board Meeting	Monroeville Municipal Building



**Turtle Creek Watershed Association, Inc.**  
**Board of Directors Meeting Minutes**  
**November 26, 2024**

**Call to Order** President Jim Brucker called the Board of Directors meeting, conducted in person and via Zoom, to order at 5:33 pm.

In attendance:

Board of Directors: Jim Brucker, Karen Rose Cercone, Chuck Duritsa, Jason Fronczak, Jason McCabe, Bill Mihalco, Kylie Schultz, Paul Whealdon

Associate Directors: Smokey Burdin, Rob Cronauer, Ben Hedin, Ed Zinkan, Chrissy Edwards-McCune

Executive Director: Tom Keller

Director Emeritus: None

Members and Guests: Jacob Levandos (WCD AmeriCorps Member)

**1. Approval of Minutes** A motion was made by Chuck Duritsa, seconded by Paul Whealdon, to approve the minutes of the October 24, 2024 meeting. The motion was approved.

**2. Treasurer's Report and Invoices**

- A motion was made by Bill Mihalco, seconded by Karen Rose Cercone, to approve the Treasurer's Report for November 2024. The motion was approved.
- A motion was made by Chuck Duritsa, seconded by Paul Whealdon, to approve the Executive Director's expenses of \$285.90. The motion was approved.

**3. Executive Director's Report**

- Tom Keller reminded everyone to submit their in-kind hours to him.
- Nothing new to report on the PA Sales Tax Exemption. Our BCO registration expires in November 2025 and we should make a note to apply for renewal earlier than that.
- Tom has hard copies of the amended Articles of Incorporation and will share them with other officers for digitization and upload to the cloud.
- Tom suggested that we get an audit in order to apply for larger foundation grants. The PA Foundation for Watersheds may be able to provide funding for the audit. Jim will look up the name of our former auditor, and Karen Rose will reach out to Loyalhanna and Jacobs Creek Watershed Associations to ask who they use for auditing services.

**4. Old Business**

- a) Letters issued and emails received: none

b) Growing Greener Grant – James Brucker

- Skelly and Loy have received payment, but their late fees are still under discussion. The overpayment has been refunded to DEP.
- Skelly-Loy has returned the TCWA documents that were borrowed to complete the report.
- Once we get notification from DEP that the report has been approved, this project will be closed out.

c) Irwin Discharge Committee – Jason McCabe

- Posting of the property – the insurance company did not have any recommendations or preferences. The board agreed that posting was appropriate for the southern landlocked portion of the property, leaving the northern portion adjacent to the sportsmen's property open for their use.
- Jason is trying to arrange a meeting with John Brentzel regarding the permanent Right-of-Way agreement.
- Jason emailed Harry Faulk, the North Huntingdon Township Manager, and got a call back from Josh Andrykovitch, Director of Community Development. Jason had a good conversation with him about our plans for the property and about our tax exemption application.

d) Penn State Master Watershed Steward Scholarship – Karen Rose Cercone

- Monica Rebar has accepted our MWS Scholarship for spring 2025. A check for \$150 will be needed in January to cover her training cost.

## 5. New Business

a) Election of board members and officers for 2025

- The terms of two board members (Paul Whealdon and Kylie Schultz) expired in December 2024. Both agreed to serve for another term. A motion was made by Bill Mihalco, seconded by Chuck Duritsa, to re-appoint Paul Whealdon and Kylie Schultz for another board term of three years. The motion was approved.
- The slate of current officers (Jim Brucker, President; Chuck Duritsa, Vice-President, Paul Whealdon, Treasurer, and Karen Rose Cercone, Secretary) agreed to serve for another year. A motion was made by Bill Mihalco, seconded by Jason Fronczak, to re-elect the four officers to their respective positions for 2025. The motion was approved.

b) High-yield savings account

- The high-yield flexible account that was investigated by Ed Zinkan is not FDIC insured, and therefore may not be deemed suitable by non-profit auditors. Paul Whealdon will discuss higher-yield savings or money market options with First National, where our current checking and savings accounts are held.

c) BHE Watershed MiniGrant

- Kylie Schultz and Jacob Lavandos (current Americorps Service Member with the Westmoreland Conservation District) have offered to write up a grant application on behalf of the TCWA for signage and a gate at the future Brentzel right-of-way. The grant can also include a small amount for printing of a brochure about the property, to be developed by Karen Rose Cercone and reviewed by Kylie Schultz, Rob Cronauer, and Ben Hedin.
- As part of preparing for future community meetings about the Biddle property, it was suggested that TCWA arrange a visit to a similar treatment plant (either Lancashire or Gladden near Bridgeville) for our association members, so they can explain what our future treatment plant will look like. Ben Hedin offered to reach out to DEP and see if they would be willing to arrange a visit in early 2025.

d) Winter Newsletter and Membership Drive

- Suggested newsletter items – Biddle closing, QHUP completion, BIL grant application, TCWA kiosk spring clean-up, tours of similar treatment plant for members, dues for 2025, spring membership drive

**Adjournment**

- On a motion by Bill Mihalco, seconded by Paul Whealdon, the meeting was adjourned at 6:27 PM.
- The next business meeting will be held at the Monroeville Boro Building on Tuesday, January 28, 2024, beginning at 5:30 pm.

Respectfully submitted,

Karen Rose Cercone