



Turtle Creek Watershed Association
Board of Directors Meeting Minutes
February 24, 2026

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, Smokey Burdin, Karen Rose Cercone, Chuck Duritsa, Jason McCabe, Bill Mihalco, Kylie Schultz, Paul Whealdon

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

Executive Director: Tom Keller

Members and Guests: Melissa Church, Monica Rebar, Matt Valentine, Marco Vigilante

1. Approval of Minutes

- A motion was made by Bill Mihalco, seconded by Paul Whealdon, to approve the minutes of the January 27, 2026 meeting. The motion was approved.

2. Treasurer's Report and Invoices

- A motion was made by Karen Rose Cercone, seconded by Chuck Duritsa, to fund a second Certificate of Deposit in the amount of \$10,000. The motion carried.
- Bill Mihalco made a motion, seconded by Karen Rose Cercone, to approve the Treasurer's Report for January 2026. The motion was approved.
- A motion to approve Tom Keller's expenses of \$623.82 for January 2026 was made by Paul Whealdon, seconded by Smokey Burdin. The motion was approved.

3. Executive Director's Report

- So far, nine annual TCWA members have renewed for 2026. Please renew your membership if you are an annual member.
- If you know of any potential new members, please share our membership form.
- Printed copies of the Winter newsletter were shared with board members.

4. Old Business

- a) Letters issued and letters / emails received since the last meeting – Karen Rose Cercone
 - Annual charge notification has arrived for our Wordpress website platform (\$96). Bill Mihalco made a motion, seconded by Paul Whealdon, to approve paying it when it arrives. The motion passed.
 - Annual Conflict of Interest forms were handed out to those present in person and will be emailed to those attending remotely. Please mail them back (or scan and email them) to Karen Rose.

- b) Irwin Discharge Committee – Jason McCabe
- Status of AML grant-funded project - Kylie Schultz reported that our first reimbursement request was sent to BAMR and a payment should be arriving soon. This was a small request, made in order to determine what supplemental information is needed for future larger reimbursement requests.
 - ARIPPA grant preparation – Kylie Schultz and a new WCD staff member, Marco Vigilante, are collecting quotes from contractors for Biddle gate installation. They plan to submit a grant to ARIPPA for this work by the April deadline.
 - Mini-grant funds have been used to purchase signs and cover the cost of printing the TCWA newsletter. The payment has been sent to the contractor for the gate.
 - Status of old gate at Biddle – the first lock was broken, but the second one has lasted 7 days so far. Woo-hoo!
- c) Report on meeting with County Commissioners – Bill Mihalco reported that the meeting went well, with Kylie and Jason reporting to all three commissioners plus Jason Rigone on the work done so far and what is planned for the future. The commissioners were positive about our work but suggested that TCWA look for a signature donor who might want to support the Biddle project as a family legacy.
- d) Penn State Master Watershed Scholarship Update - Karen Rose Cercone reported that no candidates applied for this year's scholarship. She will reach out to Justin Mansberger to see if any of the current enrollees are interested in having their tuition refunded if they are willing to become a TCWA member.
- e) Date for July Tap Talk at Helltown Brewing with MAWA – Melissa Church of MAWA is coordinating this outreach event. She will offer July 15 and July 22 as possible dates to Helltown and will also confirm that no other noisy events are planned for those dates in case of rain. If there is interest in a beer release or collaboration, she and Kylie will follow up on that joint fundraising project as well.
- f) Update on financial audit (SCORE mentor meeting) – Karen Rose Cercone reported that a nonprofit professional accountant recommended not getting an audit unless it's specifically required by a grant funder, in which case it could be written into the grant. There is no need for an audit to qualify for DCNR funding, since that is being handled through the Conservation District. The board agreed to keep the line item on the budget and plan to get a simplified financial statement or lower-cost audit for 2026.
- g) Update on website design / refresh – After consulting with a second website design professional, it seems that the TCWA website can be refreshed with new fonts, more pictures, and fewer embedded documents to speed up load times. Karen Rose Cercone will undertake a website refresh in the coming month.
- h) Tracking 2026 TCWA objectives via calendar – Bill Mihalco recommended that we use our calendar of events and deadlines to keep track of our outreach work. TCWA can coordinate with Kylie Schultz and/or attend the DCNR update meetings in order to stay abreast of progress on the Biddle project.

5. New Business

- a) Turtle Creek trout stocking dates are March 24 and April 13. No major PR push is planned, but we'll include a summary and pictures in the next TCWA newsletter.
- b) New TCWA Merchandise Order) - Kylie Schultz shared a price quote for the three most popular logo items - the embroidered hat, the screen-printed t-shirt and the embroidered sweatshirt. Chuck Duritsa made a motion, seconded by Karen Rose Cercone, to spend up to \$1850 to purchase 40 hats, 48 t-shirts, and 24 embroidered sweatshirts. The motion carried.
- c) Kiosk cleanup service day with Penn State Alumni – Bill Mihalco & Ed Zinkan will organize a day of community service in the spring for the two information kiosks.
- d) Marco Vigilante introduced himself as a new employee of the Westmoreland Conservation District, specializing in AMD grant applications and projects.
- e) Jason McCabe noted that Smokey Burdin has arranged a Biddle update meeting for Kylie and Jason with the Irwin Sportsmen's Association Executive Board on March 12.
- f) Bill Mihalco nominated Matt Valentine, a geologist with Woodard & Curran, to be an Associate Director of the TCWA. The nomination was seconded by Karen Rose Cercone and passed unanimously. Tom Keller suggested that the board also reach out to Anne Fox of the ACD to determine if she wants to continue as an Associate Director.

6. Adjournment

- On a motion by Paul Whealdon, seconded by Bill Mihalco, the meeting was adjourned at 6:26 PM.
- The next meeting will be held at the Monroeville Municipal Building on March 24, 2026 at 5:30 PM.

Respectfully submitted,
Karen Rose Cercone

Turtle Creek Watershed Association 2026 Event Calendar

Month	Date	Time	Event	Location
JAN	27	7 PM	TCWA Board Meeting	Monroeville Municipal Bldg.
FEB	24	7 PM	TCWA Board Meeting	Monroeville Municipal Bldg.
MAR	24	12:30	Trout Stocking of Turtle Creek	Saunders Station, WHT
	31	7 PM	TCWA Board Meeting	Monroeville Municipal Bldg.
APR	11	TBA	Route 993 Litter Cleanup	Westmoreland Park, Trafford
	13	12:15	Trout Stocking of Turtle Creek	Saunders Station, WHT
	19	1 – 3 PM	Earth Day Watershed Walk	Ackermann Preserve w/WLT
	28	7 PM	TCWA Board Meeting	Monroeville Municipal Bldg.
	30	Noon	Watershed Networking Lunch	West. Conservation District
MAY	TBA	TBA	Kiosk Clean-up with Penn State Alumni	Westmoreland Heritage Trail
	15	-	<i>Federal Form 990-N Deadline</i>	<i>(already submitted for 2025)</i>
	26	7 PM	TCWA Board Meeting	Monroeville Municipal Bldg.
JUN	20	TBA	TCWA Ducky Race Fundraiser	Irwin Park
	30	-	<i>PA State Dept. Annual Report Deadline</i>	
	30	7 PM	TCWA Board Meeting	Monroeville Municipal Bldg.
JUL	15 or 22	TBA	Tap Talk with MAWA	Helltown Brewery
	28	7 PM	TCWA Board Meeting	Monroeville Municipal Bldg.
AUG				
	25	7 PM	TCWA Board Meeting	Irwin Area Location?
SEP				
	29	7 PM	TCWA Board Meeting	Monroeville Municipal Bldg.
OCT				
	27	7 PM	TCWA Board Meeting	Monroeville Municipal Bldg.
NOV	TBA	TBA	Annual Meeting	TBA
	15	-	<i>BCO Registration Expires</i>	
	24	7 PM	TCWA Board Meeting	Monroeville Municipal Bldg.
DEC				