

VENANGO DIRT GRAVEL AND LOW VOLUME ROADS  
QUALITY ASSURANCE BOARD MEETING  
February 26, 2018

PRESENT

BOARD:

Greg Cain, USDA NRCS

Mark Kerr, PAFB

Dan Rockwell, OCTU Alternate

Tom Young, OCTU

Lance Bowes, VCD

PROGRAM STAFF:

Becky Deeter, VCD

Tim Hummel, VCD

Lisette Lane, VCD

**I. CALL TO ORDER**

**Lance called the meeting to order at 10:02am.**

**II. PUBLIC COMMENT**

There was no public comment.

**III. APPROVAL OF MEETING MINUTES**

December 15, 2016 Meeting

**Mark made a motion to approve the December 15, 2016 meeting minutes. Dan seconded the motion. The motion carried.**

November 21, 2017 Meeting

**Mark made a motion to approve the November 21, 2017 meeting minutes. Dan seconded the motion. The motion carried.**

**IV. UPDATE ON PROGRAM CONTRACT STATUS AND PROGRAM ALLOCATION FORMULAS CHANGE AND 18/19 ALLOCATION**

**PROGRAM CONTRACT STATUS**

- June 30<sup>th</sup> 2018 will be the conclusion of the current five-year contract.
- All funds from this current contract must be allocated by June 30<sup>th</sup> 2018.
- All funds from this current contract must be spent by June 30<sup>th</sup> 2019.
- Funds that might normally roll over into the upcoming year projects will need to be allocated now.
- In the new five-year contract, funds will have to be entirely spent in two-year periods.
- In the new five-year contract, a new formula to compute allocations to district will be in place.

**PROGRAM ALLOCATION FORMULA CHANGE AND 18-19 ALLOCATION**

- Lance reviewed the attached State Program presentation.

- He highlighted that the formula to compute allocations to districts has changed.
- He reported that the Venango program allocation was slated to be reduced by \$70,000 over a three-year period.
- Lance reported that he was advised by the Center for Dirt & Gravel Roads Studies to re-assess some of the worksites in the GIS system to see if any could be increased in size.
- He said he re-assessed some sites in Allegheny Township and sent his re-assessment findings to the Center for their opinion.
  - Those re-assessments alone cancelled out the proposed reduction and so the SCC asked Lance to discontinue the re-assessments.
- Representatives from the Center and the SCC will be visiting some of the re-assessed sites with Lance on March 20<sup>th</sup> – Lance invited the QAB group to attend.

**V. QAB POLICIES AND PROCEDURES UPDATE: FUNDING COMMITMENTS DUE TO STATE REQUIREMENTS**

- Lance presented the following language to update the QAB Policies and Procedures for consideration.

*If it becomes necessary to commit or spend funds due to contract obligations with the State Conservation Commission, if there are additional projects which have been ranked by the Quality Assurance Board during that application period, but not funded, the next highest ranking applications may be considered for funding without an additional meeting. In addition, if funds were required to be spent, the policy that a project must have at least 100 points to qualify would be waived.*

**Dan made a motion to recommend to the VCD Board of Directors to update the Venango Dirt Gravel and Low Volume Roads Policies & Procedures to include the attached paragraph. Greg seconded the motion. The motion carried.**

**VI. PROJECT AMENDMENT FOR PINEGORVE TOWNSHIP FOR KEISTER ROAD**

- Pinegrove Township's request for a project amendment was presented to the group for consideration.

**Dan made a motion to recommend to the VCD Board of Directors to amend the 17-18 contract with Pinegrove Township as requested. Mark seconded the motion. The motion carried.**

**VII. REVIEW OF ADDITIONAL LVR & DGR PROJECTS AND APPROVAL OAKLAND TOWNSHIP**

- Approximately \$72,000 remain to be allocated for funding year 17-18.
- Oakland Township's Gresham Road application requests \$114,897.10

- This project could be paid with the remaining 17-18 funds and the balance could be paid with 18-19 funds.

**Mark made a motion to recommend to the VCD Board of Directors to award funding to Oakland Township for their Greshem Road project utilizing remaining funds from 17-18 and utilizing funds from 18-19 for the balance. Greg seconded the motion. The motion carried.**

#### **RICHLAND TOWNSHIP**

- Approximately \$86,000 remains to be allocated for funding year 17-18.
- Richland Township's Geiring Road project application requests \$109,020.00
- This project could be paid with the remaining 17-18 funds and the balance could be paid with 18-19 funding.

**Mark made a motion to recommend to the VCD Board of Directors to award funding to Richland Township for their Geiring Road project utilizing remaining funds from 17-18 and utilizing funds from 18-19 for the balance. Dan seconded the motion. The motion carried.**

#### **JUNE 15 2018 AMMENDMENTS**

- Lance recommended that action be taken to amend open contracts after June 15, 2018 with any unspent funds to close out the current five-year contract.

**Mark made a motion to recommend to the VCD Board of Directors to amend open contracts after June 15, 2018 with any unspent 17-18 funds to close out the contract. Greg seconded the motion. The motion carried.**

#### **VIII. ADJOURNMENT**

**Mark mad a motion to adjourn the meeting. Tom seconded the motion. The meeting adjourned at 10:48am.**