

SUSQUEHANNA COUNTY CONSERVATION DISTRICT

89 Industrial Dr., Montrose, PA 18801

Monthly Board Meeting

DATE: December 18, 2025

START TIME: 10:00 AM

Attendance

Directors – Curt Hepler, Jack McKee, Ed Price, Jim Kessler, Brian Severcool, Michael Oakley, Bill Bayne, Lillian Theophanis, Robert Fearnley

Staff - Don Hibbard, Jennifer Ramey

Agency - Cait Connelly - DEP, Caroline Finch - FSA

- Call to Order
- Pledge to the Flag
- Comments from the Public
- Agency Reports
 - DEP – Cait Connelly – written and oral report
 - FSA – Carolyn Finch – Oral Report
 - NRCS - Oral Report given by Carolyn

Action Items

- Action on previous meeting minutes – Robert made a motion to accept the November 2025 minutes as written. Jim seconded. Motion approved.
- Treasurer’s Report – Bill S. made a motion to accept and file for audit. Brian seconded. Motion approved.
- Review and approval of monthly expenses – Bill S. made a motion to accept the monthly expenses. Michael seconded. Motion approved.
- 2024 Audit – Brad Murray, CPA. Lillian made a motion to accept the 2024 audit. Robert seconded. Motion approved.
- 2026 Building a Greener Community Grant- Robert made a motion to award the 2026 Building a Greener Community Grant to Choconut Elementary School which will include an Elementary Nature Trail with Geo-catching. Bill S. seconded. Motion approved.
- Technology/Computer upgrade – Don Hibbard – Michael made a motion to accept the Technology/computer upgrade to be done by Endless Programming. Ed seconded. Motion approved.
- QAB Recommendations – Lillian made a motion to accept the QAB Recommendations. Bill seconded. Motion approved.
 - Dirt and Gravel:
 - Vet Rd in Middletown Township for \$539,519.00
 - Hess Rd in Dimock Township for \$273,856.60
 - Wildenburg Rd in Herrick Township for \$232,639.40
 - Baldwin Rd in Rush Township for \$228,406.50
 - Meshoppen Creek Rd in Auburn Township for \$212,630.00
 - Low Volume:

- Place Rd in Auburn Township for \$69,721.00
- Lynn Cemetery Rd in Springville Township for \$11,548.72
- Training Requests – EE Conference for March 2-4, 2026 at the Penn Stater Conference Center, State College, PA for D. Hibbard, L Fowler, D. Voda, J Pagnotti. Lillian made a motion to approve the training requests. Jim seconded. Motion approved.
- Executive Session – Entered the Executive Session at 10:50 AM to discuss personnel. Returned to regular meeting the at 11:08 AM. Bill S. made a motion to repair the Hydroseeder and put the DRLVR Specialist on a Probationary Period until 4/1/2026 and the DGLVR Specialist is to attend monthly township meetings to make townships aware of the DGLVR Program. Robert seconded. Motion approved.

Informational items

- Commissioner Director Report – No Commissioner present
- Nominating Organization Report –
Farm Bureau This Spring meet the candidate in the works at the 911 center in Montrose, PA.
Pa. Federation of Sportsmen and Conservationists (PFSC)– January 22, 2026 at the New Milford Rifle Pancake dinner meeting at 6:30 PM. Bobcat Season and Fisher Season Started on 12/20/2025.
Forest Land Owners – January 22, 2026 Annual Dinner Meeting at the Montrose Bible Conference at 5:00 PM. The Speaker will be from the Game Commission on Ruffed Grouse.
- District Manager Updates – Jen reviewed
- Correspondences - Reviewed
- Staff Reports - Reviewed
- Comments from Public – Thank you from Engineer Mike Fron for the baby gift and everyone is doing well.
- Adjourn – Bill S made a motion to adjourn at 11:15AM and Lillian seconded. Motion approved