

SUSQUEHANNA CONSERVATION DISTRICT
89 Industrial Dr., Montrose, PA 18801
Monthly Board Meeting
DATE: December 21, 2023
START TIME: 9:00 A.M.

Attendance

Directors- Bill Bayne, Doug Wood, Jim Kessler, Lillian Theophanis, Curt Hepler, Bill Shay, Betsy Arnold, Robert Fearnley, Brian Severcool, Ed Price, & Michael Oakley

Staff- Don Hibbard, Jennifer Ramey & Adrian Gregory

Agency- Cait Skibieli- DEP, Ain Welmon- NRCS

- Call to Order- Doug 9:00
- Pledge to the Flag
- Comments from the Public
 - Thank you from Doug Wood to everyone- Directors, staff, and agencies. 2023 has been a great year with a good group of people. Hoping next year is bigger and better than ever!

Agency Reports

NRCS- Ain Welmon written and oral report

DEP- Cait Skibieli written and oral report

Action Items

- Action on previous meeting minutes- Robert made a motion to accept the November's minutes as written. Betsy seconded. Motion approved.
- Treasurer's Report- Curt made a motion to accept and file for audit. Bill S seconded. Motion approved.
- Review and approval of monthly expenses- Ed made a motion to accept the monthly expenses. Robert seconded. Motion approved.
- Money Market Account- Jim made a motion to move \$250,000 from the General Account to the Money Market Account to receive a rate of 5.05%.
- Purchase of QuickBooks 2024, 2 compatible computers & annual renewals- Bill S. made a motion to purchase the recommended equipment of QuickBooks 2024 and renewals as well as 2 new business compatible computers. Curt seconded. Motion approved.
- ACAP Policy- Bill S made a motion to approve the ACAP Policy. Curt seconded. Motion approved.
- Parental Leave Policy- Bill S made a motion to approve the Parental Leave Policy. Betsy seconded. Motion approved.

Informational items

- Commissioner Director Report
 - The year is coming to an end
 - Passed the budget at last meeting
 - Swearing in of new officials on Dec. 28

- AG Day Committee planning meeting took place. The name is changing back to AG Day and will take place April 1, 2024. More vendors are wanted.
 - A new commissioner director is coming on the SCCD board
- Nominating Organization Report
 - Jim for Forest Land Owners
 - Organizational meeting in January
 - Pa. Federation of Sportsmen and Conservationists (PFSC), Ed Price
 - Bobcat trapping season opened last week
 - Farm Bureau- Bill Shay
 - Quarterly meeting in January
 - AG Literacy in school is taking place.
 - Chestnut Foundation Robert
 - The American Chestnut Foundation has made the decision to discontinue the research involving Darling 58 American Chestnut
- District Manager Update
 - Committee members have been updated
 - Employee evaluations have been completed
 - We have received our final Chesapeake Delegation agreement and funding grant for 2023-2028
 - Aldrich ACAP project is being evaluated for completion
 - Highlights page was submitted to PACD
 - 2023 1099's are being worked on
 - Confirmed with the chief clerk that director nominations were submitted to the SCC by 12/15/2023. These nominations were to be voted on at the commissioners meeting.
 - Staff that has been involved in ACAP have been diligently working to get documents finalized so that ranking can take place in January
 - No-till truck & equipment has been put away
 - Cheynne Jenner, Chesapeake Bay Technician, has completed her ninety days and is doing well in her position.
- Correspondences- Reviewed
- Staff Reports- Reviewed
- Comments from Public
 - Betsy- Thank you for all you guys do
 - Bill B- Directed his comment to Commissioner Arnold stating “Betsy you have put a lot of time and effort in to your position and you have come along way. You did well”.
 - Brian- Merry Christmas to Directors and staff
- Adjourn-Bill S made a motion to adjourn at 10:09. Betsy seconded. Motion approved.