

SUSQUEHANNA CONSERVATION DISTRICT

Board Meeting

DATE: March 21, 2019 Place: 88 Chenango St.

START TIME: 8:30 A.M.

Draft

- **Attendance:**

- **Directors:** Bill Bayne, Jim Kessler, Jack McKee, Brian Severcool, Lillian Theophanis, Bill Burke, MaryAnn Warren, Ray Warriner (**entered via telephone at 9:34a.m.**)
 - **Associate Directors:** Doug Wood
 - **Staff:** Jennifer Ramey
 - **Others:** Peter Tarby, Ain Welmon, David Raulfs
-
- Meeting Called to Order by MaryAnn at 8:35AM.
 - Pledge to flag
 - Comments from the public

Agency Reports:

- ***DEP*** – Peter reviewed and discussed the NERO report.
- ***NRCS*** – Ain reviewed and discussed report. Contract writing has been pushed back due to the government shutdown.
- ***PA Fish & Boat Commission*** - David Raulfs presented general information and upcoming events including a mentor youth trout day on April 6th and opening day of Trout season on April 13th

- **Action on previous minutes**

Motion made by Bill Bayne to accept the February minutes with amendments to indicate that there was an error in the Spelling of Bryan Bendock's name, David Raulfs title is Waterway Conservationist for PA Fish & Boat Commission, Lillian was sworn in as a public Director, Staff trainings were documented and only employees who currently use their cell phones for work use were to be reimbursed. Currently sharing and using personal cell phones for work use are Jen, Don, Tia and Courtney. Also, we will hold a Spring Fish Sale. Second by Jim Kessler. Motion passed.

- **Treasurer's Report**

Jim motions to file the treasurer's report for audit. Second by Brian. Motion passed.

Bill Bayne motions to approve monthly expenses. Second by Jim. Motion passed.

The board requested Wayne Oakley attend the April Work Session on April 4th to discuss the process for invoicing the No-Till equipment.

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- **Commissioner Director Report**

MaryAnn reported that the County is still looking to hire a new Chief Clerk and applications are being accepted for other open employment positions. Interviews are currently taking place.

MaryAnn reported that once SCCD moves to their new building, the Economic Development will move into the 88 Chenango location.

- **Personnel Committee**

MaryAnn reported that the interviews for the Chesapeake Bay Tech position are currently on hold.

- **Nominating Organization Committee**

Bill Bayne reported that there will be a farm bureau meeting on May 11, 2019 at 11:30 located at the Montrose Bible Conference.

Jim Kessler reported that no spring woods walk took place.

- **Building Needs & Topics**

Lillian reported that she is working with Spectrum to expedite the Permit issues with Penelec.

Lillian reported that Carl from Covenant will be submitting a bill for 8 1/2hrs of work @ \$50/hour.

MaryAnn recommended for Carl purchase the IT rack that is needed for the new building and have him bill us for it.

Lillian reported that the occupancy permit will be coming directly from COG.

Brian reported that he has received 2 snow removal bids and is still waiting for Lawn maintenance bids.

Brian reported that he had been in contact with Mt Airy Cleaning and they would like to come do a cleaning at the new building to be able to give us a quote.

- **Summer Intern**

Motion made by Bill Burke to hire Curtis Spila as the summer intern with a \$1500 stipend. Seconded by Bill Bayne. Motion passed

- **Local work session - NRCS**

April 11th – Lillian and Jack to attend the NRCS work session in Mayfield.

***9:32 Motion made by Brian Severcool to enter into an executive session regarding personnel. Seconded by Bill Burke.**

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***9:34 Ray Warriner entered via telephone.**

***9:52 Executive session ends regular meeting resumes.**

- **Motion made by Bill Bayne to place Jim Garner on paid administrative leave from March 21 2019 through March 25, 2019. Jim to report to the office on March 26, 2019. Seconded by Bill Bayne. Motion passed.**
- **Motion by Brian Severcool to allow the Chair of the Personnel Committee have the authority to discipline or terminate probationary employees without further board approval. Second by Bill Bayne. Motion passed**

- **Informational Items**

Jim Kessler motions to appoint MaryAnn, Jen and Brian as voting members for PACD.

Jim Kessler will go to Maple Hill to pick up the seedling sale order the Wednesday or Thursday before the seedling sale.

Lillian reported that she spoke with Teri Wagner to get her approval that during the SCCD open house, a tree planting ceremony will take place in memory of Bob Wagner.

SCCD will attend the Science fair at the Elk Lake School as an exhibitor on April 25th from 5:00p.m.-8:00 p.m.

Correspondences reviewed.

- **Adjournment**

Bill Burke motions to adjourn meeting at 10:55AM. Second by Bill Bayne. Motion passed.