

SUSQUEHANNA COUNTY CONSERVATION DISTRICT
89 Industrial Dr., Montrose, PA 18801
Monthly Board Meeting
DATE: November 21, 2024
START TIME: 9:00 A.M.

Attendance

Directors- Bill Bayne, Doug Wood, Jim Kessler, Lillian Theophanis, Bill Shay, Jack McKee, Ed Price, Michael Oakley, & Curt Hepler

Staff- Adrian Gregory, Don Hibbard, Jennifer Ramey, & Mike Fron

Agency- Cait Skibiell, Ty Moon, Mike Antonishak, & Ain Welmon

- Call to Order- Doug at 9:00
- Pledge to the Flag
- Comments from the Public-
- Introduction of Mike Fron, Engineer
- Agency Reports
 - DEP- Cait Skibiell - written and oral report
 - PA Fish & Boat- Ty Moon- oral report
 - DCNR- Mike Antonishak- oral report
 - NRCS- Ain Welmon- oral and written report

Action Items

- 2023 Audit- Brad Murray presented the financial audit for 2023. Bill S. made a motion to accept the audit. Jim seconded. Motion approved.
- Action on previous meeting minutes- Bill S. made a motion to accept the October's minutes as written. Jim seconded. Motion approved.
- Treasurer's Report- Curt made a motion to accept and file for audit. Ed seconded. Motion approved.
- Review and approval of monthly expenses- Ed made a motion to accept the monthly expenses. Bill B. seconded. Motion approved.
- Fee Schedule- NPDES renewals- Curt made a motion to add \$100 to the fee schedule for NPDES permit renewals. Jim seconded. Motion approved.
- Driveway repair- Bill S. made a motion to have Darren Small temporarily fix the end of the driveway at a cost of \$650 with a buffer of \$175 if needed for additional materials. A permanent solution will be discussed in spring. Bill B. seconded. Motion approved.
- QAB recommendations- Bill S. made a motion to except the following recommendations from the QAB. Curt seconded. Motion approved.

The QAB recommends the following road projects be funded for the Dirt, Gravel, and Low Volume Roads program:

- Birchardville Hill Rd in Forest Lake Twp for \$54,174.50
- Townhouse Rd in Apolocan Twp for \$142,260.00
- Salt Springs Rd in Silver Lake Twp for \$160,420.00
- Salt Springs Rd in Franklin Twp for \$309,964.00
- Creek Rd in Herrick Twp for \$221,145.00

- Lake of Meadows Rd in Middletown Twp for \$156,231.00
- (Low Volume) Place Rd in Auburn Twp for \$69,927.00
- Training Request- Bill Shay made a motion to send Administrative Assistant, Adrian Gregory to the Admin Roundtable on January 31, 2025. Bill B. seconded. Motion approved.
- Vehicle committee recommendations- Curt made a motion to buy new tires for the E&S truck and have the DM make the arrangements to have them put on. Bill S. seconded. Motion approved.
Entered into Executive Session at 10:15 to discuss personnel, exited Executive session and returned to normal session at 10:45
- Personal Committee Recommendations- Curt made a motion to accept the staff salary increase recommendations of the personal committee as discussed. Bill S. seconded motion approved. Curt made a motion to buy chocolates for staff, directors, & agencies for the holiday. Also, a staff & directors' luncheon will take place immediately following the December Board meeting. DM to make arrangements. Bill S. seconded. Motion approved.
- Budget Committee Recommendations- Bill S. made a motion to accept the 2025 budget as presented. Bill B. seconded. Motion approved.
- 2025 Scholarship - Jim made a motion offer (5) \$1000 scholarships to Susquehanna County seniors planning to attend college and major in the environmental or agricultural fields. Bill B. seconded. Motion approved.

Informational items

- Commissioner Director Report- No County Commissioner present.
- Nominating Organization Report
 - PA. Federation of Sportsmen and Conservation - Ed Price, oral report
 - Trapper's school has 36 attendees, more students under 16 than ever before.
 - Sportsman Flea Market took place
 - Coyote Hunt January 30, February 1 & 2
 - Fur sale February 8, 2025
 - Forest Land Owners - Jim Kessler, oral report
 - Annual Dinner Meeting on January 23, 2025 at the Montrose Bible Conference
 - 2 new members
 - Farm Bureau - Bill Shay, oral report
 - Annual meeting- new bill being discussed
- Correspondences- Reviewed
- Staff Reports- Reviewed
- Comments from the Public- Curt thanked DM, Jen Ramey for her dedication to the district and the work that she does.
- Adjourn- Bill Shay made a motion at 10:57 to adjourn. Curt seconded. Motion approved.

