

**SUSQUEHANNA CONSERVATION DISTRICT**  
**89 Industrial Dr., Montrose, PA 18801**  
**Monthly Board Meeting**  
**November 18, 2021**

Attendance-

Directors: Jim Kessler, Brian Severcool, Curt Hepler, Robert Fearnley, Bill Bayne, Doug Wood, Ed Price, Jack McKee, Lillian Theophanis

Staff: Jennifer Ramey and Adrian Gregory

Agency: Ain Welmon and Austin Noguera

- Call to Order-Lillian 9:09am
- Pledge to the Flag
- Comments from the Public- None
- Agency Reports
  - NRCS, Ain Welmon- Written and oral report
  - DCNR Service Forester, Austin Noguera - Oral report; has been busy getting out to different areas of the counties and meeting with landowners. He is looking forward to seeing and learning much more.
  - DEP, Written report. Jen added the Chief Clerk has not turned in Director nominations yet. The Reserve Account Allocation has been approved. Audits are due. All of our Growing Greener extensions has been approved.

Action Items

- Action on previous meeting minutes- Curt made a motion to accept October's minutes as written. Jim seconded. Motion approved.
- Treasurer's Report- Jack made a motion to accept and file for audit. Jim seconded. Motion approved.
- Review and approval of monthly expenses- Bill made a motion to accept the expenses. Brian seconded. Motion approved.
- Pavilion- Bill Made a motion to advertise for Pavilion bids in February. Robert seconded. Motion approved.
- Envirothon Trip Proposal- Brian made a motion to accept the Envirothon overnight kayaking Trip and accommodations at Lackawanna State Park. Jim seconded. Motion approved.
- Fire Alarm Monitoring- Curt made a motion to hire Johnson Controls to monitor our fire alarms. Brian seconded. Motion approved.
- Training Request- Brian made a motion that all staff available and wanting to attend the 2022 Conservation District Staff Conference do so. Bill seconded. Motion approved.
- Committee Recommendations
  - Policy Committee- Curt made a motion to approve the Teleworking Policy. Doug seconded. Motion approved.
  - Budget Committee- Doug made a motion to accept the budget as written. Robert seconded. Motion approved.

**Informational items**

- Commissioner Director Report- None, Commissioner not present
- Nominating Organization Report
  - Farm Bureau, Bill Bayne- An abundance of tentative plans, nothing finalized
  - Forest Landowners, Jim Kessler-Discussed Pulling together resources to benefit public education
- District Manager Updates
  - Please submit Director mileage
  - Submitted CAP grant of 1.34 million to fund 16 projects
  - December 6 & 7 Employee evaluations will take place
  - District Highlights/Accomplishments are due in two weeks to PACD
  - AG Committee meeting on Dec 6, 2021 at 9am
- Correspondences- Reviewed
- Staff Reports-Reviewed
- Comments from Public- Donna Williams called Lillian to discuss municipal surveys. Jen will send Donna a list of municipalities who have filled out the survey and Donna will send the surveys she has received to Jen.
- Adjourn- Doug made a motion to adjourn at 10:26. Curt seconded. Motion approved.