

SUSQUEHANNA CONSERVATION DISTRICT
89 Industrial Dr., Montrose, PA 18801
Monthly Board Meeting
DATE: November 16, 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 & Ed Price

Staff- Don Hibbard, Jason Branning, Jennifer Ramey & Adrian Gregory

Agency- Cait Skibiell- DEP, Ain Welmon- NRCS, & Mike Antonishak- DCNR

Public- Michael Oakley and Kelley Lindsay

- Call to Order- Doug 9:00
- Pledge to the Flag
- Comments from the Public
 - Thank you from Elk Lake School for participating in College & Career Day program
- 2022 Audit- Presented by Kelley Lindsey from Kohanski- Curt made a motion to approve the 2022 audit. Bill B seconded. Motion approved.
- Introduction of new DCNR Service Forester Michael Antonishak

Agency Reports

NRCS- Ain Welmon written and oral report

DEP- Cait Skibiell written and oral report

DCNR- Mike Antonishak oral report

Action Items

- Action on previous meeting minutes- Bill made a motion to accept the October minutes as written. Robert seconded. Motion approved.
- Treasurer's Report- Robert made a motion to accept and file the treasurer's report for audit. Curt seconded. Motion approved.
- Review and approval of monthly expenses- Robert made a motion to accept the monthly expenses. Ed seconded. Motion approved.
- Budget 2024 - Bill made a motion to accept the 2024 budget as presented. Ed seconded. motion Approved
- QAB recommendations- Besty made a motion to accept the QAB recommendation. Bill S. seconded. Motion approved.

QAB 11/2023 Recommendations

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

- Fiskmill Rd in Bridgewater Twp for \$158,840
- Olympic Lake Rd in Apolacon Twp for \$115,450
- Cobb Hill Rd in Forest Lake Twp for \$77,048
- Jones Rd in Middletown Twp for \$171,851

- Hillis Rd in Jessup Twp for \$99,794.81
- County Line Rd in Auburn Twp for \$89,870 pending Bradford County Conservation district contracts their half of the project. If BCCD chooses not to fund County Line Rd, the QAB recommends funding Rowe Rd in Auburn Twp.
- Garrison 1 Rd in Springville Twp for \$16,985.16
- Creek Rd in Herrick Twp for \$207,260
- Ghost Mountain Rd in Harmony Twp for \$86,436
- Hinkley Rd in Auburn Twp for \$69,925 (Low Volume)

- Nomination of Associate Director, Michael Oakley- Betsy made a motion to nominate Michael Oakley as Associate Director effective November 16, 2023. Robert seconded. Motion approved.
- The American Chestnut Foundation Membership- Jim made a motion to purchase a \$40 membership to the New York Chapter. Robert seconded. Motion approved.
- Office closure- Betsy made a motion to close the office on December 22, 2023 for an extended holiday weekend. Bill S. seconded. Motion approved.
- Training request-Betsy made a motion to accept the following training requests. Bill B. seconded. Motion approved.
 - Don Hibbard- Wyoming/Susquehanna County Master Gardeners Annual Spring Garden Day
 - Jennifer Ramey & Don Hibbard- NE Regional PACD Meeting

Informational items

- Commissioner Director Report-
 - Election is over
 - Roof on courthouse is being replaced
 - Budget is complete
 - 4H achievement night this week
 - Conference at Hershey starts next week.
- Nominating Organization Report
 - Forest Landowners, Jim Kessler-
 - Annual dinner meeting this Friday night
 - New director candidates
 - Creating new bylaws
 - Farm Bureau, Bill Shay-
 - Annual conference went well. Act 61 prevailing wage \$500,000 limit was approved.
 - Pa. Federation of Sportsmen and Conservationists (PFSC), Ed Price-
 - Bear hunting season starts next week
 - Deer population is hefty
 - Member attendance is down
 - Trying to possibly sell their property on Butler Lake

- District Manager Update
 - ACAP is on-going- Aldrich project is underway. concrete floors, curbs, and walls have been poured and completed. Rafters and lumber are on site.
 - CAP 2024 application has been compiled and sent for our grant. Project included in that application consist of 1. SSSP Rain Garden 2. Neenan Manure Storage Facility and Roof Runoff Control 3. Depue Farm Stream Restoration and Animal Exclusion
 - Teah Gray will be taking over as our CAP advisor, Josh Glace has taken a promotion with Larson Design Group
 - New staff is adjusting well to their new positions and making significant progress
 - QuickBooks is going to need to be updated in 2024
 - Currently preparing annual staff evaluations and the evaluations will be conducted in December
 - Reminder- Any director who would like to be reimbursed for their meeting mileage for 2023 needs to turn their reimbursement request to me at our December board of directors meeting
- Correspondences- reviewed
- Staff Reports- reviewed
- Comments from Public- Betsy commended the staff and directors for a job well done on the progress of the conservation district improvements. Property looks great! We have all done a fantastic job.
- Adjourn- a motion was made by Bill S. at 10:11 to adjourn. Betsy seconded. Motion approved.