

SUSQUEHANNA CONSERVATION DISTRICT
89 Industrial Dr., Montrose, PA 18801
Monthly Board Meeting
DATE: October 21, 2021
START TIME: 9:00 A.M.

Attendance

Directors- Doug Wood, Lillian Theophanis, Bill Bayne, Jim Kessler, Betsy Arnold, Curt Hepler, Jack McKee, and Ed Price

Staff- Jennifer Ramey

Agency- NRCS/Ain Welmon & DEP/Shane Kleiner joined remotely via Zoom

- Call to Order-Lillian 9:00
- Pledge to the Flag
- Comments from the Public-None
- Agency Reports
 - DEP- Shane Kleiner gave an oral and written report
 - NRCS- Ain Welmon gave an oral and written report

Action Items

- Action on previous meeting minutes- Curt made a motion to accept September'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- Jim made a motion to accept the monthly expenses. Bill seconded. Motion approved.
- Geisinger Health Insurance Renewal- Doug made a motion to renew SCCD's Geisinger Health Insurance Policy for 2022. Betsy seconded. Motion approved.
- Animal Tanning- Betsy made a motion to get a muskrat and an otter tanned. Bill seconded. Motion approved.
- Brickhouse Services- Curt made a motion to have the generator serviced annually by Brickhouse Services. Doug seconded. Motion approved.
- Charity event meeting place- tabled
- District Director shirts & hats - Betsy made the motion to purchase District Director shirts and hats in January when the employee clothing order is submitted to EMB. Jim seconded. Motion approved.

Entered into Executive Session at 9:58 to discuss personnel. Exited Executive Session at 10:31.

- Personnel Committee Recommendations- Jim made a motion to accept all Personnel Committees recommendations. Bill seconded. Motion approved. Recommendations are as follows:
 - Employee salary increase recommendations for 2022
 - Continuation of employees teleworking indefinitely, policy to be created
 - Form an additional new E&S Technician Position- advertise and when resumes are received, allow DM to start the interview process
 - Holiday closures - Office will be closed on December 24th & 31st
 - Due to not having an employee picnic, it was recommended to allow the staff to have a holiday dinner get-together and box of chocolates to be purchased for each employee.

Informational items

- Commissioner Director Report-
 - County events are picking up
 - 911 building coming along, hope to open Mid-to-late November
 - D&H Rail Trail award recipient
 - Ira Reynolds Park ribbon cutting took place this month
 - Budget completed
 - Started drug court
 - Susquehanna County Interfaith is beginning de-stressing classes for the youth in the county
- Nominating Organization Report
 - Farm Bureau - Bill Bayne reported
 1. Annual meeting took place- Betsy Arnold, Lillian Theophanis, and Alan Hall attended.
 2. There is a potential for FFA in Susquehanna County
 3. Holly Harvatine gave an impressive speech at the annual meeting
 - Forest Landowners- Jim Kessler reported
 1. Woods Walk at Doug Wood's was cancelled
 2. 2021 meeting, dinners and trip are on hold
 3. New Service Forester
- District Manager Updates-
 - Audit has been submitted to Harrisburg
 - Budget draft started, budget committee to meet on November 4, 2021
 - Employee evaluation preparation has started
 - CAP update
 - Wayne's sister's celebration of life is October 29, 2021 at 5:30 at the VFW in Montrose.
- Correspondences- Reviewed
- Staff Reports- Reviewed
- Comments from Public- None
- Adjourn- Jim made a motion at 11:15 to adjourn. Curt seconded. Motion approved.