

**LUZERNE CONSERVATION DISTRICT
BOARD OF DIRECTORS
325 SMITHS POND ROAD, SHAVERTOWN, PA 18708
May 9, 2019**

Item 1

REGULAR MEETING MINUTES

Timothy Ference, Chairman called the meeting of the Luzerne Conservation District Board of Directors to order at 6:05 PM at the district's office and noted that the meeting was being recorded to aid in the preparation of the meeting minutes. The meeting began with the pledge of allegiance to the flag of the United States of America.

ROLL CALL - BOARD MEMBERS:

Timothy Ference	Chairman	Present
John J. Wilkes, Jr.	Vice-Chairman	Absent
Timothy J. Connolly, Jr.	Treasurer	Excused
Tracey Stevens	Secretary	Present by Phone
Leonard J. Burger, Jr.	Member	Present
John P. Hanish, Jr.	Member	Present
Chris Maylath	Member	Excused
Gary A. Moyer, Sr.	Member	Excused
Matthew Vough	Member	Present by Phone

DISTRICT EMPLOYEES:

Hunter Bednarczk, E&S Program Technician	written report submitted
Heather Graham, E&S/NPDES Program Coordinator	written report submitted
Deborah Josuweit, Office Administrator	Present/written report submitted
Jennifer Lauri, Ag Conservation Specialist	written report submitted
John Levitsky, Watershed Specialist	written report submitted
Joshua Longmore, Executive Director	Present/written report submitted
Amber Martin, Conservation Specialist (MDC Program)	written report submitted
Michael Schlauch, Conservation Specialist (Ag & Roads Programs)	written report submitted

AGENCY REPRESENTATIVES:

Andrew Kears	NRCS	Present/written report submitted
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ORDER OF BUSINESS

(**Denotes motion or action taken by the district board)

PUBLIC COMMENT: None

Ference announced the meeting would begin with the report from NRCS, as Kears needed to leave early. Kears provided a written and verbal report and then left the meeting at 6:12 PM.

MINUTES: Submitted by Josuweit.

****Motion by Burger, seconded by Hanish to approve the April 11, 2019 meeting minutes as submitted. The motion carried unanimously.**

FINANCIAL REPORTS: Submitted by Josuweit.

****Chairman Ference ordered the Financial Reports to be filed for audit.**

ACTION ITEMS:

Bids for Krispin Farm Ag BMP Project

Longmore reported the Krispin project was rebid with some design modifications. Three bids were received: Creekside Concrete was the low bidder at \$187,300.00, Martin's Construction bid \$189,905.00, and Stoltzfus Contracting bid \$194,000.00. Available funds for the project are about \$180,000. Longmore already contracted

for the well drilling project, and the final cost will be submitted when it's completed next week. Assuming the well cost will be close to the estimate, there will be a deficit of about \$7,000 for the rest of the project. Longmore spoke with DEP to see if more funds are available for this grant. DEP indicated the possibility of an additional \$30,000 from EPA. It was suggested the request be made after the well is completed and to make sure the district has a contingency plan in place to use any leftover funds on other projects. Longmore and Lauri will evaluate other project needs that could be funded if any funds remain after the Krispin project. Longmore requested board approval to execute a contract with the low bidder, contingent upon the funding issues being worked out.

****Motion by Hanish, seconded by Burger accept the low bid from Creekside Concrete, contingent upon necessary funding being obtained. The motion carried unanimously.**

Bids for Biofiltration Project at Frances Slocum State Park

Longmore explained this project is part of the larger Frances Slocum Lake Restoration grant which consultant Princeton Hydro is coordinating. The project is for a bio-filtration area which will filter runoff and remove pollutants from parking areas around the lake was included by removing pollutants. Originally, the grant included \$58,340 for this project, and another \$10,000 for educational signage and \$2,600 for administrative costs that have not yet been spent, leaving approximately \$70,940 left in the grant. Four bids were received: Linde Corp. was the low bidder at \$74,659.75, James T. O'Hara, Inc. bid \$75,095.00, Rutledge Excavating, Inc. bid \$79,531.00, and Neal-Lynn, Inc. bid \$107,718.60. The project consultant thinks adjustments can be made by changing some of the design criteria, specifically the types of plants used in the biofiltration area. Longmore is asking board approval to move forward with the low bidder and for authorization to negotiate the project finances within available funding. This grant expires on June 30, 2019, but Princeton Hydro has requested an extension from DEP for the project.

****Motion by Hanish, seconded by Burger to contract with the low bidder, Linde Corp., contingent upon negotiation of the price, DEP's approval for the contract extension, and DEP's approval of the contractor. The motion carried unanimously.**

Mountain Springs Lake Agreement with PA Fish & Boat Commission

Ference noted that a draft Mountain Springs Lake Agreement with PA Fish & Boat Commission information was included in the board packet. Longmore reported that Levitsky has been working on a planting project to create a riparian buffer at the former site of Mountain Springs Lake, which is owned by PA Fish & Boat. The new land manager at the commission suggested a formal, signed agreement between the district and commission that will allow continued access for the project and for future work or maintenance, as needed. Longmore suggested approval of the agreement with one revision: removal of section 4 (a); "improvement shall comply with the American Disabilities Act and regulations promulgated there under". Longmore noted the project was tree and shrub planting with no structures being constructed. His concern is that someone could misconstrue this provision and request additional features be installed by the district.

****Motion by Burger, seconded by Hanish to approve the Agreement with PA Fish & Boat Commission contingent upon negotiating acceptable language in section 4 (a). The motion carried unanimously.**

Report on Capitol Day Visits

Ference summarized the Capitol Day visit for conservation district week he attended along with Longmore and Vogue. They met with Sen. Baker, Sen. Yudichak, Rep. Kauffer, staff member for Sen. Blake, Rep. Carroll, Rep. Mullery, staff members of the House Appropriations Committee, a staff member for Rep. Pashinski, and the Governor's Deputy Chief of Staff and Deputy Secretary for Policy. Discussions were held on the state budget, Dirt, Gravel, & Low-Volume Roads Program and proposed third party reviewer legislation which is not supported by PACD. While discussing the budget at some of the meetings, it was made clear the House and Senate are unlikely to support a severance tax on natural gas, but the Governor's staff were more optimistic that a tax would be supported to fund several spending proposals. Longmore noted that the meetings were to help legislators better understand what the district does and it's needs. A brief discussion was held on the current impact fee and the proposed severance tax.

Employee Step Increase Notification

Ference informed the board that Ron Jesse successfully achieved a step increase to step 14 within the district's Employee Pay Schedule.

Additional Items:

Funding for Watershed Specialist

Ference informed the board that DEP has notified the district of the need to request funding for the Watershed Specialist position for the next state fiscal year.

Motion by Hanish, second by Burger to authorize Longmore to make the request for funding. The motion carried unanimously.

Ference noted for the record that the 2019 County Envirothon was completed, and he congratulated the winners, MMI Team A, who will go on to the state competition.

Ference noted staff reports were included in the board packet.

COOPERATING AGENCY REPORTS:

NRCS – Kears reported at the beginning of the meeting.

CORRESPONDENCE & ANNOUNCEMENTS:

- June LCD Board of Directors Meeting – 6/13/19 @ 6:00 PM.
- Thank you note was received for Levitsky from Hayfield HOA group on a tree planting project.
- Thank you note was received for Levitsky from a volunteer who helped with the tree planting project at Mountain Springs Lake.

****Motion by Stevens, seconded by Vough to adjourn the meeting. The motion carried unanimously.**

The meeting adjourned at 6:43 PM.

This meeting was recorded on a digital recorder to assist in the preparation of the official written minutes.

Respectfully Submitted by: Deborah Josuweit, Office Administrator

Approved by action of the Luzerne Conservation District Board of Directors on June 13, 2019.



Chair or Vice Chair



Treasurer or Secretary