

**LUZERNE CONSERVATION DISTRICT
BOARD OF DIRECTORS
325 SMITHS POND ROAD, SHAVERTOWN, PA 18708
June 16, 2022**

REGULAR MEETING MINUTES

Chairman Jay Wilkes called the meeting of the Luzerne Conservation District Board of Directors to order at 6:01 PM, noting that the meeting was being held via video/phone conference and that it was being recorded, and he led in the Pledge of Allegiance.

ROLL CALL - BOARD MEMBERS:

John J. Wilkes, Jr.	Present
John P. Hanish, Jr.	Present via video
Tracey Chonko	Present via phone
Leonard J. Burger, Jr.	Present
Thomas Herbert	Present
Gary A. Moyer, Sr.	Excused
Gregory S. Wolovich, Jr.	Excused

DISTRICT EMPLOYEES:

Hunter Bednarczyk, Conservation Specialist (E&S/NPDES Program)	written report submitted
Heather Graham, E&S/NPDES Program Coordinator	written report submitted
John Gentileco, MDC Program Technician	written report submitted
Deborah Josuweit, Office Administrator	Present/written report submitted
Morgan Lancenese, MDC Program Technician	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
Michael Schlauch, Conservation Specialist (Ag & Roads Programs)	written report submitted

AGENCY REPRESENTATIVES:

Andrew Kears	NRCS	Present via phone
Caitlin Skibiel	DEP	Present via video

ORDER OF BUSINESS

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

PUBLIC COMMENT:

None

Special Presentation

Wilkes noted that although Ference was not able to attend the meeting, a special recognition and plaque was being presented to Timothy Ference, Director Emeritus, in appreciation for his years of dedicated service to the district. Longmore will deliver the plaque to Ference.

Wilkes noted one item change to the agenda. Wilkes will be seeking a motion to change the July meeting date due to meeting conflicts.

MINUTES:

****Motion by Herbert, seconded by Burger to approve the April 21, 2022, meeting minutes as submitted. The motion carried unanimously.**

FINANCIAL REPORTS:

Wilkes noted the financial reports in the board packet and invited questions.

****Wilkes ordered the Financial Reports to be filed for audit.**

COOPERATING AGENCY REPORTS:

NRCS – Kears provided a written and verbal report.

DEP – Longmore introduced Caitlin Skibiell as the new DEP Conservation Field District Representative. Cait gave a brief background on her education, experience, and her new position. She highlighted points of interest from the June Field Rep Taking Points report that was included in the board packet.

PACD – A written report was included in the board packet.

STAFF REPORTS:

Wilkes noted that staff reports were included in the board packet under Item 4.

BUSINESS ITEMS:

DGLV Roads Program Quality Assurance Board Recommendations

Longmore noted that the QAB meeting was held on 6/14/22. The QAB made recommendations for roads project grants. The recommendation on the Larksville Borough DGR application is pending a final design estimate and will be brought to the board when it is received.

****Motion by Hanish, seconded by Burger to approve the QAB recommendations for the DGR project grants for Black Creek Township in the amount of \$82,164.42, Conyngham Township in the amount of \$24,130.72, and Union Township in the amount of \$16,300.00. The motion carried unanimously.**

****Motion by Burger, seconded by Herbert to approve the QAB recommendations for the LVR project grants for Black Creek Township in the amount of \$38,511.63, and Hollenback Township in the amount of \$63,244.00, upon receipt of a traffic count certification. The motion carried unanimously.**

State Program Funding Requests for Fiscal Year 2022/2023

Longmore requested authorization to submit requests for CDFAP funding for District Manager, E&S Technician, and ACT Technician and the Watershed Specialist grant for the next state fiscal year.

****Motion by Herbert, seconded by Chonko to authorize Longmore to submit the paperwork requesting state funding for FY 2022/2023. The motion carried unanimously.**

Discussion about the Direction of State Programs & Funding

Longmore noted a draft letter from PACD that is included in the board packet as Item 5c on Nutrient Management Delegation Agreement changes. He gave a brief explanation of the current concerns of other districts and noted the district board's previous position to maintain the district's outreach and technical assistance approach towards the agriculture community and to oppose the district's involvement in a regulatory approach towards that sector. It was the board's consensus to continue with that position.

SCC Update to Policy on Utilizing Technology for Meetings

Longmore noted a letter from the State Conservation Commission that was included in the board packet as Item 5d regarding a recommended revised policy for districts to adopt a hybrid meeting format for district business meetings.

****Motion by Herbert, seconded by Burger to adopt the revised policy and continue to follow the guidelines for utilizing technology for meetings. The motion carried unanimously.**

Upcoming PACD Annual Conference Information

Longmore stated that on July 21, 2022, the Pennsylvania Association of Conservation Districts will hold its annual meeting in-person in Harrisburg. He will be attending and invited board members to let him know if they'd like to attend. PACD will offer the opportunity to participate in the Executive Council meeting virtually. Business items that will be presented at the meeting were included in the board packets.

Employee Step Increase Acknowledgements

Wilkes acknowledged that Graham, Josuweit, and Semanski successfully achieved step increases within the district's Employee Pay Schedule.

July Board Meeting Date Change

Because of the PACD conference, Wilkes asked the board members to consider changing the July board meeting to July 14, 2022.

****Motion by Burger, seconded by Hanish to approve the July board meeting change to 7/14/2022. The motion carried unanimously.**

ANNOUNCEMENTS:

PACD/SCC Joint Annual Conference in Harrisburg – 7/20-7/21

July LCD Board of Directors Meeting – 7/14/22 at 6:00 PM

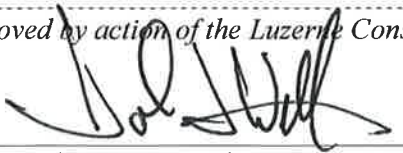
PUBLIC COMMENT: None

****Motion by Hanish, seconded by Herbert to adjourn the meeting. The motion carried unanimously.**

The meeting adjourned at 6:54 PM.

Respectfully submitted by Deborah Josuweit, Office Administrator.

Approved by action of the Luzerne Conservation District Board of Directors on July 14, 2022.



Chair or Vice Chair



Treasurer/Secretary

