

**LUZERNE CONSERVATION DISTRICT
BOARD OF DIRECTORS
325 SMITHS POND ROAD, SHAVERTOWN, PA 18708
August 17, 2023**

REGULAR MEETING MINUTES

Chairman Wilkes called the meeting of the Luzerne Conservation District Board of Directors to order at 6:00 PM, noting that the meeting was being held in person and via video/phone conference and that it was being recorded. He then led in the Pledge of Allegiance.

ROLL CALL - BOARD MEMBERS:

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

DISTRICT EMPLOYEES:

Hunter Bednarczyk, Conservation Specialist (E&S/NPDES Program)	written report submitted
Keith George, Program Coordinator (MDC & Special Projects)	written report submitted
Heather Graham, E&S/NPDES Program Coordinator	written report submitted
Lauren Holder, MDC Technician	written report submitted
Deborah Josuweit, Office Administrator	Present/written report submitted
Jennifer Lauri, Ag Conservation Specialist	written report submitted
Morgan Lancenese, MDC Technician	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:

Dustin Detweiler	NRCS	Present/written report submitted
Caitlin Skibieli	DEP	Present via video/written report submitted

ORDER OF BUSINESS

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

PUBLIC COMMENT: Martin Murray was present and questioned the status of his Ag BMP project.

MINUTES:

****Motion by Herbert, seconded by Hanish to approve the July 20, 2023, 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 – Newly appointed Luzerne County/Carbon County District Conservationist Dustin Detweiler provided a written and verbal report.

DEP – Skibieli provided a written and verbal report via video.

PACD – A written report was included in the board packet. Hanish noted that during the PACD conference, it was reported that the Susquehanna River had a slight improvement regarding sedimentation. Longmore stated that the EPA conceded the fact that the Chesapeake Bay 2025 TMDL pollution reduction goals will not be met.

STAFF REPORTS:

Wilkes noted that staff reports were included in the board packet as item 4.

BUSINESS ITEMS:

DGLVR Contract Extension – Black Creek Twp., Chicks Ln.

****Motion by Wolovich, seconded by Hanish to approve the contract extension for the Black Creek Township Chicks Lane project until December 31, 2023. The motion carried unanimously.**

DGLVR Contract Extension – Conyngham Twp., Hollow Rd.

****Motion by Wilkes, seconded by Hanish to approve the contract extension for the Conyngham Township, Hollow Road project until September 29, 2023. The motion carried unanimously.**

Review/Recommendation of Contractor Quotes for Venesky ACAP Project

A list of received quotes was provided. Two contractors provided quotes: Martin’s Construction, LLC quoted \$245,543 for the entire project and Creekside Concrete quoted \$156,235 for the concrete and building phases of the project. Martin’s Construction’s quote was the lowest for all three components of the project. After accounting for other funding sources, additional ACAP funds would be needed to cover the low bid.

****Motion by Burger, seconded by Herbert to amend the ACAP allocation for the Venesky project to \$161,196.38 and provide the Executive Director with authorization to approve change orders up to an additional 15% if needed. The motion carried unanimously.**

****Motion by Herbert, seconded by Wolovich to make a recommendation to Venesky to contract with the low bidder, Martin’s Construction. The motion carried unanimously.**

Bidding/Quote Process for Berger CAP Ag BMP Project

****Motion by Herbert, seconded by Hanish to adopt the bidding/quoting thresholds and processes in the approved ACAP Guidelines for all district-sponsored construction projects. The motion carried unanimously.**

New E&S Program Position Recommendation from Executive Committee

Wilkes reported that the Executive Committee recommends adding a third E&S Program staff position.

****Motion by Wolovich, seconded by Hanish to authorize the Executive Director to begin the hiring process for an additional E&S Program staff member. The motion carried unanimously.**

ANNOUNCEMENTS:

8/22/23 - Soil Health Field Workshop at Bloss Farm in Hobbie from 10AM-3PM

8/23-24/23 DGLV Roads Program QA/QC Visit

9/21/23 - August LCD Board of Directors Meeting at 6PM

10/4/23 – PACD NE Regional Meeting at The Lands at Hillside Farms – 10AM-Noon

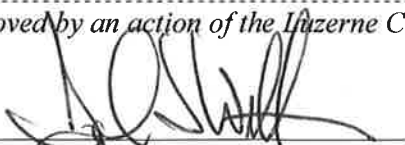
PUBLIC COMMENT: NONE

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

The meeting adjourned at 6:56 PM.

Respectfully submitted by Deborah Josuweit, Office Administrator.

Approved by an action of the Luzerne Conservation District Board of Directors on September 21, 2023.


Chair or Vice Chair


Treasurer/Secretary