

**LUZERNE CONSERVATION DISTRICT
BOARD OF DIRECTORS
325 SMITHS POND ROAD, SHAVERTOWN, PA 18708
January 18, 2024**

Item 1

REGULAR MEETING MINUTES

Chairman Wilkes called the meeting of the Luzerne Conservation District Board of Directors to order at 12:00 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
Leonard J. Burger, Jr.	Present via phone
Thomas Herbert	Present via video
Gary A. Moyer, Sr.	Excused
Gregory S. Wolovich, Jr.	Present

DISTRICT EMPLOYEES:

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

AGENCY REPRESENTATIVES:

Dustin Detweiler	NRCS	Present/written report submitted
Caitlin Skibiell	DEP	Present/written report submitted

ORDER OF BUSINESS

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

PUBLIC COMMENT: None

BOARD REORGANIZATION:

Election of Officers:

Wilkes turned the meeting over to Skibiell to act as Chair Pro Tem to conduct the election of officers.

Skibiell opened the floor for nominations for Chair of the Luzerne Conservation District Board.

****Motion by Chonko, seconded by Wolovich to nominate Jay Wilkes as Chair.**

Skibiell asked if there were any other nominations. Receiving none, she entertained a motion to close the nomination for Chair and to elect Wilkes to the position.

****Motion by Wolovich, seconded by Chonko to close the nominations and to elect Wilkes as Chair.**

Skibiell opened the floor for nominations for Vice Chair of the Luzerne Conservation District Board.

****Motion by Wilkes to nominate Jack Hanish as Vice Chair.**

Skibiell asked if there were any other nominations. Receiving none, she entertained a motion to close the nomination for Vice Chair and to elect Hanish to the position.

****Motion by Wilkes, seconded by Chonko to close the nominations and to elect Hanish as Vice Chair.**

Skibiell opened the floor for nomination for Secretary/Treasurer.

****Motion by Wilkes to nominate Tracey Chonko as Secretary/Treasurer.**

Skibiell asked if there were any other nominations. Receiving none, she entertained a motion to close the nomination for Secretary/Treasurer and to elect Tracey Chonko to the position.

****Motion by Wilkes, seconded by Wolovich to close the nominations and to elect Chonko as Secretary/Treasurer.**

Skibiell turned the meeting over to the Chairman Wilkes.

Herbert asked for clarification on whether a board vote was taken on the nominations and elections of officers.

****Motion by Herbert, seconded by Chonko to close all the nominations. The motion carried unanimously.**

****Motion by Wolovich, seconded by Hanish to elect the nominated slate of officers. The motion carried unanimously.**

Appoint 2024 Committees & Advisory/Work Groups

Wilkes noted the list of 2023 Committee and Advisory/Work Group Appointments included in the board packets. He noted the only changes to the list for 2024 are for the Roads Program Quality Assurance Board: Kearsse replaced by Detweiler; Ag Program Advisory Group: Kearsse replaced by Detweiler; PA Association of Conservation Districts: change in the order of Alternates - Tom Herbert, Alternate #1, Jay Wilkes, Alternate #2 and Josh Longmore, Alternate #3.

****Wilkes made the appointments to the 2024 Committees and Advisory/Work Groups, as presented and discussed.**

MINUTES:

****Motion by Chonko, seconded by Hanish to approve the December 7, 2023, meeting minutes as submitted. The motion carried unanimously.**

FINANCIAL REPORTS:

Wilkes noted the financial reports that were provided and invited questions.

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

COOPERATING AGENCY REPORTS:

NRCS – Detweiler provided a written and verbal report.

DEP – Skibiell provided a written and verbal report.

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

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

BUSINESS ITEMS:

LV Roads Project Contract Amendment – Smiths Pond Rd, Jackson Twp.

Schlauch presented a request from Jackson Township for additional grant funding due to increased material costs for the Smiths Pond Road Project. Wilkes noted he would abstain from discussion and voting on this project due to a conflict of interest.

****Motion by Herbert, seconded by Hanish to approve the contract amendment providing an additional \$16,000 for the Jackson Township Smiths Pond Rd. Low-Volume Road Project. The motion carried.**

ACAP Grant Recommendations from Ag Advisory Workgroup

Longmore reported that no action was needed because the Ag Advisory Workgroup meeting was canceled due to a lack of ACAP grant applications.

Abrahams Creek Watershed Implementation Plan Completion

A letter was received from DEP informing the district that the Abrahams Creek – Frances Slocum Lake watershed has been taken off the federal impaired waters list and the Watershed Implementation Plan (WIP) has been successfully completed. The district implemented several BMP projects in the watershed after developing the WIP to

address water quality impairments. Harvey's Lake Borough also received a letter from DEP stating that the lake has also been removed from the list as well.

Agricultural Conservation Technical Assistance Program Agreement

Longmore noted that the SCC has proposed a new 5-year agreement to provide partial funding for one of the district's Ag Conservation Specialists. A copy was included in the board packet. Longmore recommended the board's approval of the agreement.

****Motion by Wolovich, seconded by Burger to approve the 5-year agreement with the State Conservation Commission for the Agricultural Conservation Technical Assistance program. The motion carried unanimously.**

PACD Executive Council Consideration of Policy on Proposed CSL Amendment

Longmore noted that two motions have been proposed for consideration by the PACD Executive Council at the January 25th virtual meeting. They pertain to the association's position on proposed revisions to the Clean Streams Law that would allow governments to mandate streambank fencing. Only one of the proposed amendments will be adopted by the Council. Hanish will be casting the vote on behalf of the district, and it was the recommendation from the PACD Northeast Region delegates to approve the first resolution.

****Motion by Chonko, seconded by Burger to authorize Hanish to vote for the first resolution. The motion carried unanimously.**

Employee Step Increase Acknowledgment

Wilkes acknowledged that Michael Schlauch successfully achieved a step increase within the district's Employee Pay Schedule.

ANNOUNCEMENTS:

- 1/25/24 – PACD Executive Council Video Conference at 10:00 AM
- 2/15/24 – February LCD Board of Directors Meeting at 12:00 PM
- 4/23/24 – Luzerne County Envirothon at Camp Kresge
- 5/1/24 – Statements of Financial Interests (PA Ethics Comm.) forms due

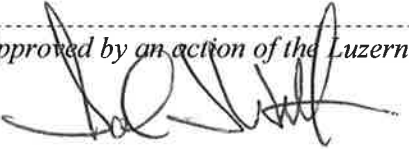
PUBLIC COMMENT: None

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

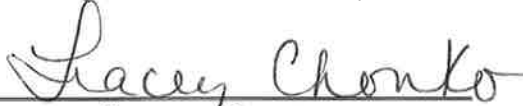
The meeting adjourned at 12:26 PM.

Respectfully submitted by Deborah Josuweit, Office Administrator.

Approved by an action of the Luzerne Conservation District Board of Directors on February 15, 2024.



Chair or Vice Chair



Treasurer/Secretary

