

**CARBON CONSERVATION DISTRICT**

5664 Interchange Road

Lehighton, PA 18235

December 18, 2025

Board Meeting Minutes

Meeting held at Carbon Conservation District Office.

**PRESENT:** Roger Shoenberger; Merle Hunsicker; Josiah Behrens; R. Cressley; W. Nothstein; Chris Storm; Briana Fulmer; Ashley Klemczak; Susan Gallagher; Susan Gegeckas; Fred Merluzzi; Caitlin Connolly, DEP via CC; Esther Ermlick, NRCS.

Meeting called to order at 7:00 p.m. by Chairman Shoenberger.

Visitor: Jordan Naugle, Michael Sofranko

**MINUTES** from the November 2025 meeting approved on a motion of J. Behrens, second by M. Hunsicker. Roll call vote, motion carried.

**COOPERATING AGENCY REPORTS**

- DEP – Talking Points C. Connolly -Included in meeting packet.
- NRCS – E. Ermlick

**FINANCIALS**

- CD Financial Reports were entered into the record on motion of J. Behrens, second by R. Cressley. Carried, all in favor.
- EEC Financial Reports were entered into the record on motion of J. Behrens, second by R. Shoenberger. Carried, all in favor.

**OLD BUSINESS**

**NEW BUSINESS**

- Proposed Budget 2026 – Conservation District – approval on a motion of R. Shoenberger, second by W. Nothstein to process on budget minus salary increases pending executive session. Carried, all in favor.
- Proposed Budget 2026 – CCEEC – approval on a motion of J. Behrens, second by M, Hunsicker. Carried, all in favor.
- 2026 Conservation District Board Meeting/QAB Meeting/ACAP Meeting dates approval on a motion of R. Shoenberger, second by J. Behrens. Carried, all in favor.
- CCEEC requests to add additional part-time staff – approval on a motion of J. Behrens, second by M. Hunsicker. Roll call vote, motion carried.

**EEC REPORT** - Included in meeting packet. Reviewed with minimal discussion.

**DISTRICT TECHNICIAN REPORT** – Included in meeting packet. Reviewed with minimal discussion.

**DISTRICT ACAP TECHNICIAN REPORT** – Included in meeting packet. Reviewed with minimal discussion.

- Scope of work – Hoffman HUA – Coleman Environmental Engineering, on a motion of R. Cressley, second by W. Nothstein. Roll call vote, R. Shoenberger abstention. Motion carried.

**DISTRICT MANAGER REPORT** – Included in meeting packet. Reviewed with minimal discussion.

**DIRT AND GRAVEL/LOW VOLUME ROADS** – included in meeting packet.

The Board called an executive session at 7:50 p.m. for personnel reasons.

The District Board executive session concluded at 8:14 p.m.

Approval to increase a 3% salary rate for all full-time employees on a motion of W. Nothstein, second by R. Shoenberger. Motion carried.

The Board meeting adjourned at 8:16 p.m.

Next Board meeting is Thursday, January 22, 2025, at 7:00 p.m. at the Conservation District Office.

Respectively submitted,

*Susan Gegeckas*

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District Secretary