

CARBON CONSERVATION DISTRICT

5664 Interchange Road

Lehigh, PA 18235

December 29, 2022

Board Meeting Minutes

Meeting held at Carbon County Environmental Education Center

151 E. White Bear Drive

Summit Hill, PA 18250

and via WebEx conference/video call

PRESENT: Roger Shoenberger; Merle Hunsicker; Josiah Behrens; Wayne Nothstein; Robbie Cressley; Chris Storm; Susan Gallagher; Ray Knaub, Jr; Ray Knaub, III; Susan Gegeckas; Caitlin Skibieli, DEP; Andrew Kearsse, NRCS (WebEx).

Visitor: Michael Sofranko

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

MINUTES from the November 2022 meeting approved on a motion of R. Cressley, second by M. Hunsicker. Roll call vote carried, 3 in favor, 2 abstentions.

COOPERATING AGENCY REPORTS

- DEP – Talking Points -C. Skibieli - Included in meeting packet. Reviewed with minimal discussion.
- NRCS – A. Kearsse – Included in meeting packet. Reviewed with minimal discussion.

FINANCIALS

- CD Financial Reports were entered into the record on motion of J. Behrens, second by M. Hunsicker. 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

- PA ACAP approval to begin program on motion of W. Nothstein, second by R. Cressley. Roll call vote carried, all in favor.
- PA ACAP tech position approval on motion of W. Nothstein, second by R. Cressley. Roll call vote carried, all in favor.
- Proposed CD Budget 2023 approval as submitted on motion of J. Behrens, second by M. Hunsicker. Roll call vote carried, all in favor.
- Proposed EEC Budget 2023 approval based on 3% increase of program assistant on motion of R. Shoenberger, second by W. Nothstein. Roll call vote carried, 3 in favor, 2 nays.
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NEW BUSINESS

- 2021 Audit presented by Ray Knaub, Jr. - board approval on motion of R. Shoenberger, second by R. Cressley. Roll call vote carried, all in favor.
- Approval of payment of \$7450.00 Invoice for 2021 Audit (split between CD and EEC) on motion of R. Shoenberger, second by R. Cressley. Roll call vote carried, all in favor.
- Approval of Engagement letter for 2022 Audit on motion of W. Nothstein, second by M. Hunsicker. Roll call vote carried, all in favor.

- District Technician evaluation motion made by R. Shoenberger and second by R. Cressley to increase pay scale \$1,000 effective December 25th. Roll call vote carried, all in favor.

EEC REPORT

- Included in meeting packet. Reviewed with minimal discussion.

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

DISTRICT MANAGER REPORT -Included in packet. Reviewed with minimal discussion

DIRT AND GRAVEL/LOW VOLUME ROADS

- Bake Oven Road approval final payment \$97,548.90 on motion of R. Shoenberger, second by W. Nothstein. Roll call vote carried all in favor.
- South Fireline Road approval partial payment \$10,118.80 on motion of W. Nothstein, second by J. Behrens. Roll call vote carried all in favor.

Meeting adjourned at 8:58 p.m.

Next Board meeting is Thursday, January 26, 2023 at 7:00 p.m. at the EEC and via WebEx.

Respectively submitted,

Susan Gegeckas
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District Secretary