

Item II.1
**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
August 7, 2019**

The 808th regularly scheduled Board Meeting of the Lancaster County Conservation District (LCCD) was held on Wednesday, August 7, 2019, at 7:30 PM, at the Mid-Atlantic Farm Credit, Mount Joy, PA.

The following Directors were present: Dan Heller, Chairman; Herb Kreider, Kenneth Meck, Rodger Rohrer, Robert Shearer, Jay Snyder, and Sonia Wasco.

The following Associate Directors were present: Gregory Strausser, Justin Welk, Garrett Weaver and Kent Weaver, Treasurer.

The following District Staff were present: Christopher Thompson, District Manager; Gerald Heistand, Business Manager; Jeff Hill, Ag Department Manager; Nate Kurtz, E&S Department Manager, Matt Kofroth and Sallie Gregory.

There were no Cooperating Agency representatives present.

Prior to the start of the meeting Chris Thompson provided a conservation history lesson.

Chairman Dan Heller called the meeting to order at 7:48PM. Jay Snyder provided the invocation for the meeting. Justin Welk, Strasburg area, introduced himself as the newest Associate Director. Chairman Heller thanked the directors and staff who had a part in the Legislative Breakfast that was held on August 2, 2019.

Amanda Goldsmith, the Summer Intern, attended the meeting.
There were no other guests to be introduced at the meeting.
An opportunity was given for public comment. None was offered.

The following additions to the agenda were announced:

1. Jeff Hill mentioned that the updated Agriculture Fee Schedule would be presented for a first read as #8 under Additional Business.

Agency Reports

1. USDA, NRCS

Chris Thompson mentioned that Heather Grove is out on medical leave and working remotely. Her report was included with the mailing.

2. PA DEP Field Rep Report

Chris Thompson mentioned that the CDFAP report reflects funding support that has remained level for years. At some point the State should increase the reimbursement rate. A Small Business Advantage Grant – Natural Resource Protection Projects brochure was circulated for supporting small businesses with a 50% match.

Consent Agenda

Chairman Dan Heller gave the opportunity for directors to withdraw any of the items from the Consent Agenda in order to have additional discussion. Hearing that there were no items to be removed, the Chairman called for a motion to approve the Consent Agenda. Ken Meck moved to approve the Consent Agenda which included the four items listed below. Robert Shearer seconded the motion. Motion passed unanimously. Chairman Heller noted that he does not vote on motions unless his vote would be needed to break a tie.

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The Consent Agenda included the following approved items.

- #1 – Minutes of July 10, 2019 Board meeting**
- #2 – Technical Assistance Requests/Cancellations**
- #3 – Nutrient Management Plan Approvals**
- #4 – Conservation Plans Acknowledgement**

Additional Business

1. Items removed from Consent Agenda

There were no items removed from the Consent Agenda.

2. Treasurer's Report

Gerald Heistand reported that compared to last month, there were no significant changes to note on the Balance Sheet. He then reviewed any significant changes from last month on the net income line of the Income and Expenses report. On a question related to the negative twenty eight thousand dollar net income for the Separation/Reserve account column, Gerald responded that we do not expect to recoup these funds (e.g. the two big expenditures YTD were the 25% match the District needed to provide for SWAT salaries/benefits and separation costs for a Bay Technician that were charged to the program earlier).

Summer Intern Activities Report

Chairman Heller announced that the Summer Intern Activities Report was being moved up to this point in the agenda. Amanda Goldsmith thanked the Board for the opportunity she was given to be a summer intern with the Lancaster County Conservation District. In previous years she completed internships with the Lehigh Valley Zoo and the Wildlands Conservancy. She is majoring in biology with a concentration in environmental biology at Millersville University. Her report covered the different jobs that she had with the District. She thanked all the staff who worked with her. Matt Kofroth and Sallie Gregory thanked the Board for their support of the Summer Intern Program.

3. Personnel Committee Report

Sonia Wasco referred to the item in the mailing that had the details for hiring two Ag. Technicians, stating that one of them would need to have some IT skills. Interviews would be scheduled for late August with Board approval at the September meeting. The State has funds to support refilling the two vacant positions. Sonia Wasco moved that administration begin the process of advertising to fill the two vacant Ag. Technician positions. Roger Rohrer seconded the motion. Motion passed unanimously. Chris added that after the mailing was sent out, one of the E&S Technicians resigned and a motion would need to be made to fill that vacant position. The opening could be posted immediately; the interviews would be conducted in mid-September with Board approval in October. Sonia Wasco moved to begin the process to fill the vacant E&S Technician position. Roger Rohrer seconded the motion. Motion passed unanimously.

4. Mill Creek 319 Grant Application

Matt Kofroth informed the Board that we have another opportunity to get funding for Lancaster County. Mill Creek, Conewago Creek and Conowingo Creek are on the list targeted for work. The grant before the Board for approval is phase 9 of the Mill Creek Stream Restoration Project on farms owned by Steven Lantz and Joseph Oberholtzer. Jay Snyder moved that the Lancaster County Conservation District sponsor the stream projects as detailed in item III.4. Ken Meck seconded the motion. Motion passed unanimously.

5. Nutrient Management Delegation Agreement

Jeff Hill reported that the funding for the Nutrient Management Delegation Agreement has been increased from \$448,000 to \$480,000, so the Ag Department is looking to replace the two vacant Ag Technician positions. Robert Shearer moved that we sign the 2019/2020 fiscal year NMP Delegation Agreement for \$480,000. Sonia Wasco seconded the motion. Motion passed unanimously.

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6. CDFAP Application

Gerald Heistand reported that the CDFAP funding has been fairly stable over the past few years. Gerald highlighted the staff that will be partially supported through this funding. Roger Rohrer moved to have the District accept the CDFAP funding as outlined in Item III.6. Jay Snyder seconded the motion. Motion passed unanimously.

7. Chesapeake Bay Program Technician and Engineer Agreement

Jeff Hill reported that these two agreements are presented to the Board each year. The funding levels are the same as last year. Three of the six technicians are dedicated to the compliance effort. The two staff persons partially paid by the Bay are Kent Biting and Adam Hartz. Ken Meck moved to accept the Chesapeake Bay Technician and Engineering agreements. Herb Kreider seconded the motion. Motion passed unanimously.

8. Agriculture Fee Schedule Revision

Jeff Hill reported that he had an informational item for the Board. Directors were asked to review the draft Ag. Services Schedule over the next month and come to the September meeting prepared to vote or make suggestions. There are fee increases for the review of Manure Management and Ag E&S Plans.

9. SWAT 25% Match Funding

Gerald Heistand reported that DEP recently informed the District that they will fund the 25% missing part of the SWAT Program. PACD, who administers the program for NRCS, does not yet know what type of formal document will be needed by the Districts that are in this PACD/NRCS/District Program.

Reports/Information

1. Correspondence, News and Updates

The following correspondence, news and update items were circulated at Board meeting:

- Brochure – Small Business Advantage Grant – Natural Resource Protection Projects – June 20, 2019.

2. E&S/NPDES Monthly Projects Report

Nate Kurtz reported that there are fewer staff positions at DEP to do the work so they are asking Districts to do more. Lancaster has one compliance situation pending, requiring that a Corrective Action Plan be submitted by mid-August. Nate referred to the E&S Report on page 18 and 19 to say that the figures are similar to last year. Due to the technician vacancy it will be hard to keep up with the work load.

3. PACD Annual Meeting Report

Sonia Wasco reported on the PACD meeting held in Williamsport on July 16-18, 2019. The new officers are; Mike Price, President; Kelly Stagen, 1st Vice President; Dennis Beck, 2nd Vice President; Chuck Duritsa, Secretary; and Sonia Wasco, Treasurer for the second year. Ken Meck served as treasurer for several years. Sonia will be up for re-election in July, 2020. PACD passed a 3-year budget. Sonia also reported that the Front Street property price has been lowered to \$496,000. PACD thanked the Lancaster Board for allowing Sonia to serve as PACD Treasurer.

4. Summer Intern Activities Report

This item was moved up on the agenda.

5. Berks County MOU

Chris Thompson reported that Berks County Conservation District was behind on their E&S work and asked Lancaster County Conservation District to help them with their workload. This request cannot be honored because Lancaster is down a technician with James Fricke's resignation.

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Additional Comments:

Sonia Wasco reported that Youth Conservation School had a great week and she thanked the Board for allowing staff to help with the school. Sonia mentioned that Pam Shellenberger came to the dinner with family members and Pam spoke to the dinner attendees about her and Dick's interest in the value of the school. The Board thanked Sonia for all of her efforts with the school over the years.

Chris Thompson had the following announcements:

1. The Personnel Committee has a meeting tomorrow, August 8, 2019 at 5:00pm.
2. On August 9, 2019, NRCS has their local work group meeting.
3. Matt Kofroth, Sallie Gregory, and Chris Thompson had a meeting to explore funding with an Arabian oil company and they will be suggesting several projects to the funders. A formal proposal has not been made at this point. Board members did not express any concerns.

Chairman Dan Heller officially adjourned the meeting at 9:00PM.

Gerald M. Heistand
Recording Secretary