

**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
December 7, 2016**

The 779th regularly scheduled Board Meeting of the Lancaster County Conservation District was held on Wednesday, December 7, 2016, at 7:30 PM, in the multi-purpose room of the Farm & Home Center, 1383 Arcadia Road, Lancaster, PA.

The following Directors were present: Ken Meck, Chairman; Robert Shearer, Vice-Chairman; Dan Heller, Treasurer; Herb Kreider, Roger Rohrer, Dick Shellenberger, Jay Snyder, Sonia Wasco and Commissioner Craig Lehman.

The following Associate Directors were present: Frank Burkhart, Gregory Strausser, and Kent Weaver.

The following District Staff were present: Christopher Thompson, District Manager; Gerald Heistand, Business Manager; Jeff Hill, Ag Program Manager; Kevin Seibert, Ag Compliance Coordinator, Evan Martin, Assistant E&S Program Manager, Justin Furnia, Ag Compliance Inspector, and Matt Kofroth, Watershed Specialist.

The following Cooperating Agency representatives were present: Heather Grove and Dayanna Estades, Natural Resources Conservation Service.

Chairman Ken Meck called the meeting to order at 7:30 PM. Dan Heller provided the invocation for the meeting.

Heather Grove introduced Dayanna Estades, an NRCS Soil Conservationist working in the Lancaster office.

Jeff Hill introduced Justin Furnia, one of the District's Ag Technicians working on compliance and also the PracticeKeeper software program.

Chris Thompson reported that the only additions to the agenda are some additional announcements and correspondence.

An opportunity was given for public comment. None was offered.

Agency Reports

1. USDA, NRCS

Heather Grove, District Conservationist, reported that Lancaster has a Soil Conservationist vacancy which they hope to publicize this weekend. Denise Coleman is working on a pilot project to bring more funds into the area; and Andy Myers (a former Lancaster District employee), the NRCS District Conservationist from Adams County, is being brought to Lancaster this fiscal year to help streamline contracting. NRCS anticipates that there will be about \$3.5 million available for BMP work.

2. PA DEP Field Rep Report

Chris Thompson referred to the December 2016 Field Rep Talking Points, and highlighted the Leadership Development Coordinator position. PACD is proposing to host this person, similar to Lancaster's current Ombudsman employee. This position will oversee district training programs. Thompson also provided some detail information on the PracticeKeeper software that Andy Hake helped to develop. The Bay region counties will get the software first.

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Consent Agenda

Chairman Ken Meck gave opportunity for directors to withdraw any of the items from the Consent Agenda for additional discussion. Hearing that there were no items to be removed, Dick Shellenberger moved to approve the Consent Agenda. Robert Shearer seconded the motion. Motion passed unanimously.

The Consent Agenda included the following items:

- 1. Minutes of November 2, 2016 Board meeting**
- 2. Technical Assistance Requests/Cancellations**
- 3. Nutrient Management Plan Approvals**
- 4. Conservation Plans Acknowledgement**

Additional Business

1. There were no items removed from the Consent Agenda.

2. Treasurer's Report

Gerald Heistand reported that the General Operations balance is down due to a "Contractors Block" which freezes all payments from the state. It was placed on the District due to the fact that ElectroCell is not repaying their loan and the District is listed as sponsor of the project. PennVest was contacted today about getting the block removed. The District has over \$350,000 in outstanding requests for reimbursement. The treasurer's report will be filed subject to audit.

3. LCCD Nominees to the RC&D BOD

Chris Thompson reported that Gerald Heistand will be taking his place on the RC&D Board as the County Commissioner Representative, therefore leaving a vacancy for the Alternate position. After discussion, Gregory Strausser agreed to serve. Dick Shellenberger moved to appoint Gerald Heistand as the Lancaster County Commissioner representative on the RC&D Board, and Gregory Strausser to serve as Lancaster's Alternate RC&D representative. Dan Heller seconded the motion. Motion passed unanimously.

4. DGR/LVR QAB Report—Vehicle Purchase

Herb Kreider referred to the truck detail report that was in the mailing. When a truck is needed for District business, staff have been using their personal vehicles. Herb Kreider made the motion that the District use Low Volume Road administrative funds to purchase a pickup truck from the New Holland Auto Group for \$29,716, as listed in Quote #3 on page 18 of the mailing. Roger Rohrer seconded the motion. Motion passed unanimously.

5. Personnel Committee Report

Sonia Wasco reported that the Personnel Committee met prior to the Board meeting to approve the list of 2017 Holidays (as listed on page 19 of the mailing), the end of year bonus and merit raises brought by the District Manager, and to consider the Education & Outreach Department's request to advertise for a summer intern in 2017. It was noted that the holiday schedule is not the same as what is being followed by the Lancaster County office. Sonia Wasco moved that the Board accept the Personnel Committee's recommendation to advertise for a summer intern position, that the list of 2017 holidays be approved, and that the Board approves the bonus/merit numbers as discussed at the committee meeting. Dick Shellenberger seconded the motion. Motion passed unanimously. Wasco then informed the Board that a Performance Discipline Policy Update was shared with the committee. A copy of the policy update will be reviewed at the January meeting, and brought back to the Board at a later date for final approval.

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Additionally, the Personnel Committee discussed the possibility of adding three additional Ag team staff members for conservation plan writing. Funding is not there yet, so the recommendation is that the District be able to move forward with the advertising once the funding is available. Sonia Wasco moved that the District advertise for three Ag technicians once the funding is available. Herb Kreider seconded the motion. Motion passed unanimously.

Commissioner Lehman was thanked for the additional funding that is coming to the District through the County budget.

6. Compliance Action Update

Robert Shearer referred to the Ag Compliance Action update report in the mailing, detailing an inspection that brought to light several deficiencies on a dairy farm in Strasburg Township. The operator of this farm owned an adjacent farm that did not have the required plans. Kevin Seibert reported that they have gone through the 90 days process with this case, and it is now time for the committee to make a decision. Robert Shearer moved that the Board accept the Ag Compliance Committee's recommendation that a Notice of Violation be sent to the operator. Sonia Wasco seconded the motion. Motion passed unanimously.

Seibert also mentioned that it will soon be 90 days that Lancaster has been working with the new compliance program. There are nine landowners who have been found deficient; and if plans are not delivered to the District office by the middle of December, they will be sent to DEP for their follow-up. Seibert provided additional information on how Lancaster is managing the program.

Thompson mentioned that he will be a speaker at the Stroud/No-Till Alliance Conference and has been assigned the topic, "Will EPA be coming to your farm?"

Reports/Information

1. Correspondence, News and Updates

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

- Pennsylvania Envirothon – Donation Request Letter – October 26, 2016

Dick Shellenberger moved that the District provide a \$250 donation as requested in the PA Envirothon letter. Sonia Wasco seconded the motion. Motion passed unanimously.

- Board Appointment Letters to Commissioner Craig Lehman, Herb Kreider and Robert Shearer – November 15, 2016
- Tobacco Leaders Program Newsletter – The Benefits of Going No-Till – Altria grant improves Growers' soil and bottom line – Fall 2016
- Invitation Letter – From Secretary Russell Redding to the 101st Pennsylvania Farm Show and Public Officials Day on Wednesday, January 11, 2017. Luncheon begins at 11:00 am in the PA Preferred Banquet Hall of the Pennsylvania Farm Show Complex and Expo Center.

2. E&S/NPDES Monthly Projects Report

Evan Martin commented on the E&S report (pages 22&23 of the mailing). He reported that business is moving along with plans coming into the office and noted that James Fricke and Emily Broich are taking on more responsibility.

3. E&S Updates

A handout was provided for this item. Nate Kurtz has worked with the Christ King enforcement case where the owner has signed a Consent Order Agreement (COA) and is paying a penalty to DEP as well as covering District expenses for staff time in working with the case.

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With the Lancaster Labs project, the District proposed an alternative option to a penalty which was refused by DEP. Therefore Lancaster Labs is working on obtaining their NPDES permit, and are cooperative.

The Sunoco Blainsport Pump Station project has been taken over by DEP as they had several other related complaints. A Corrective Action Plan was developed and approved by DEP.

Lastly, it was reported that the E&S Department is moving ahead with plans to utilize the new office space. Layouts are being analyzed, and there was a consensus that if administration stays within the \$25,000 approved budget, the Board does not need to review the details.

4. Compliance Effort Update

Jeff Hill referred to the handout report which outlined current progress being made in the Farm Inspection Compliance effort.

5. Extraordinary Give Update

Chris Thompson reported that over \$7 million were donated through this county wide effort. The Foundation will received \$3,440.99, which is about \$1,000 more than last year. Sallie Gregory has sent thank you emails to show her gratitude, as the funding will go towards the Envirothons and Youth Conservation School.

6. LCCD Board Committees

Board members were asked to review the Board Committees list and let Chairman Ken Meck or Chris Thompson know if they want to see any changes made to the lists. Chairman Meck appointed the following Board members to serve on a nominating committee for the 2017 officers: Dick Shellenberger, Roger Rohrer, and Kent Weaver.

7. NACD Annual Meeting

Any Board member wishing to attend should contact Chairman Meck, Chris Thompson or Paula.

8. PACD Winter Meeting

This meeting is scheduled for Jan. 24&25, 2017. PACD has sent out a letter encouraging attendance.

9. Farm and Home Foundation—Grow our Future

The Farm and Home Foundation is requesting donations from individuals.

Additional Public Comment:

On December 15, there is an Exelon ranking meeting. Let Jeff Hill know if you will be attending.

The District's Annual Planning Meeting is scheduled for January 18, 2017, at 9 AM, followed by lunch at 12 noon. The January Board meeting will follow at 1:00 PM, at Enck's Banquet and Conference Center.

Meeting Adjournment

Chairman Ken Meck officially adjourned the meeting at 8:46 PM.

Gerald M. Heistand
Recording Secretary