

**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
January 18, 2017**

The 780th regularly scheduled Board Meeting of the Lancaster County Conservation District was held on Wednesday, January 18, 2017, at 1:00 PM, at Enck's Banquet and Conference Center, Manheim, 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 Robert Wagner.

The following District Advisor was present: Jim Hershey

The following District Staff were present: Christopher Thompson, District Manager; Gerald Heistand, Business Manager; Jeff Hill, Ag Program Manager; Kevin Lutz, Assistant Ag Program Manager; Kevin Seibert, Ag Compliance Coordinator; Kate Bresaw and Justin Furnia, Ag Compliance Inspectors; Dennis Eby, Plain Sect Outreach; Adam Hartz, Ag Engineering Technical Specialist Level I; Kent Bitting, Professional Engineer; Keith Lutz, Steve Reiff, Madolyn Klein, Greg Heigel, Kathryn Clark, Eric Knoll, and Leslie Weller, Agriculture Conservation Technicians; Nate Kurtz, E&S Program Manager; Evan Martin, Assistant E&S Program Manager; Emily Broich, Samantha Gordon and James Fricke, Erosion and Sediment Control Technicians; Matt Kofroth, Watershed Specialist; Sallie Gregory, Education Coordinator; Suzanne Kopp, E&S Secretary; and Holly Shaub and Beverly Parmer, Secretary-Receptionists.

The following Cooperating Agency representatives were present: Heather Grove and Jeff Sholly, Natural Resources Conservation Service; and Elwood Blake, PA DEP, were present.

Chairman Ken Meck called the meeting to order at 1:17 PM. Roger Rohrer provided the invocation for the meeting.

There were no guests to be introduced at the meeting. There were no additions to the agenda.

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

Chairman Ken Meck thanked Chris Thompson and his staff for the successful Annual Planning Meeting.

Reorganization of the Board

1. 2017 Appointments to the BOD

Commissioner Craig Lehman introduced Lancaster County President Judge Dennis Reinaker who was present to take part in the swearing in ceremony. Judge Reinaker mentioned that the work done by the Conservation District is important to everyone in Lancaster County. He administered the oath of office to the following three directors who agreed to serve another term on the LCCD Board:

- Herb Kreider reappointed as a Farmer Director; his term will expire on December 31, 2020.
- Robert Shearer reappointed as a Farmer Director; his term will expire on December 31, 2020.
- Commissioner Craig Lehman reappointed as the Commissioner Representative, and his term will expire on December 31, 2017.

2. Election of Officers

Chairman Ken Meck had asked the Nominating Committee (Dick Shellenberger, Roger Rohrer and Kent Weaver) to oversee the nomination of officers for the 2017 Lancaster County Conservation District Board. Dick Shellenberger, chair of the committee, informed the Board that the committee is recommending that the current officers continue to serve for the year 2017, but there is always an opportunity for other nominations to be made from the floor as well. The current officers were highlighted as:

Chairman – Ken Meck
Vice Chairman – Robert Shearer
Treasurer – Dan Heller
Secretary – Paula Harnish

Dick Shellenberger moved that the present slate of officers be presented to serve in 2017, and then he asked if there were any other names to be added to the list. Hearing none, Roger Rohrer moved to close the nominations. Sonia Wasco seconded the motion. Motion passed unanimously. Jay Snyder moved that the existing officers serve for the 2017 calendar year. Roger Rohrer seconded the motion. Motion passed unanimously.

3. Associate Director Appointments

The following Associate Directors were presented for re-appointment to another two year term (2017-2018):

Darrell Becker
Kent Weaver
Frank Burkhart
Gregory Strausser

Commissioner Lehman moved to appoint the above mentioned individuals to another two year term as Associate Directors. Robert Shearer seconded the motion. Motion passed unanimously.

4. Election of 2017 PACD Voting Delegates

The Board was informed that Sonia Wasco was serving as the 2016 PACD Voting Delegate. Robert Shearer was serving as the 2016 PACD Alternate Voting Delegate #1, and Ken Meck was serving as the 2016 PACD Alternate Voting Delegate #2. Herb Kreider moved that the Board appoint the same individuals to serve in 2017. Roger Rohrer seconded the motion. Motion passed unanimously.

5. 2017 Board Committees

Chris Thompson reported that Board Committees, as presented in the mailing, are similar to last year with some minor staff changes. Dick Shellenberger moved that the Board Committees be assigned as they appeared in the mailing. Commissioner Lehman seconded the motion. Motion passed unanimously.

Agency Reports

1. USDA, NRCS

Heather Grove, District Conservationist, reported that NRCS has made an offer to an individual to fill the Soil Conservation Technician vacancy, and they are waiting to see if they accept. On the NRCS report, page 6 of the mailing, Heather noted that on the list of conservation practices, some are listed more than once because they are separate practices being installed under a specific program, as with CREP.

2. PA DEP Field Rep Report

Elwood Blake referred to the January 2017 DEP Conservation District Field Rep Talking Points that were in the mailing. The second page of the report discussed the Bay BMP survey, with the idea that this may be the way to go for future reporting. Chris Thompson mentioned that Lancaster County farmers were proactive with this project. Several dates and meetings were highlighted.

Consent Agenda

Chairman Ken Meck gave opportunity for directors to withdraw any of the items from the Consent Agenda for additional discussion. Hearing none, Dan Heller moved to approve the Consent Agenda. Robert Shearer seconded the motion. Motion passed unanimously.

The Consent Agenda included the following items:

- 1. Minutes of December 7, 2016 Board meeting**
- 2. Technical Assistance Requests/Cancellations**
- 3. Nutrient Management Plan Approvals**
- 4. Conservation Plans Acknowledgement**
- 5. 2017 LCCD Memberships**

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 low, but this fact is off-set by the reality that the District is owed about \$664,000 in DEP reimbursements. There was discussion about what is creating the late payments and that other districts in the region of the state were experiencing similar issues with delayed funding. DEP has assured us that the payments will start to flow at the end of this month. Heistand mentioned that Lancaster District will need to borrow \$150,000 from their Reserve Account, with a projection of returning the same amount at the end of March 2017. The treasurer's report will be filed subject to audit.

3. Ag Preserve Agreement

A copy of the proposed Ag Preserve Agreement amendment was provided at the Board meeting. Jeff Hill reported that the agreement will extend the project for another year, and the financial details are the same as in the past. Roger Rohrer moved that the District continue working with the Ag Preserve Board with this amendment to the agreement. Sonia Wasco seconded the motion. Motion passed unanimously.

4. Exelon Habitat Improvement Project

Jeff Hill reported that the funding for Exelon projects comes to the District each October. Committee members Jay Snyder and Dan Heller along with staff reviewed the proposed projects and sent their ranking to PA DEP. DEP approved the following seven projects: Alvin S. Kauffman, Sara Hodgkiss, Samuel S. Glick, Samuel K. Glick, L. Michael Kauffman, Richard Haas/Lititz Borough, and Peters Creek-Exelon. Jay Snyder moved that the District approve all seven Exelon projects as detailed in the Board mailing. Dan Heller seconded the motion. Motion passed unanimously.

5. Banquet Committee Report

Sallie Gregory reported that the banquet date is March 16, 2017, and the cost will be \$22.00. She presented the list of proposed award recipients, noting that the E&S award recipient was not yet chosen. It was also noted that this will be the 10th anniversary of the scholarship auction. Roger Rohrer moved that the banquet report be approved as presented. Sonia Wasco seconded the motion. Motion passed unanimously.

6. Personnel Committee Report

Sonia Wasco reported that the Personnel Committee did not formally meet, but they did have discussion prior to the Planning Meeting. She made a motion that since Jenn Ledwich is not returning from maternity leave, there is funding to fill her vacant position with a full time person. Robert Shearer seconded the motion. Before the vote it was revealed that there is the possibility that two full time Ag technicians may be needed. Sonia Wasco then amended her motion to say that administration be given permission to advertise for an Agriculture Conservation Technician position, with the possibility that two could be hired. Dick Shellenberger seconded the amended motion. Motion passed unanimously.

Sonia Wasco mentioned that there would be no action on the Discipline Policy that was presented at last meeting. It will be considered for action at the next Board meeting. Commissioner Lehman reported that more detail and definition is needed to clarify what is public or private conduct. He also mentioned that more detail and definition is needed to clarify what is immoral or unlawful conduct. The purpose for clarification is to avoid any grey areas.

Reports/Information

1. Correspondence, News and Updates

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

- Chesapeake Bay Journal – Conowingo’s, Bay’s mutual relationship finally ran its course – December 2016
- Newsletter – Octoraro Watershed Association – Fall 2016
- Letter approving Director Nominations – from Karl Brown, Executive Secretary, State Conservation Commission – December 6, 2016
- News Article – Farmland yields more than crops –LNP – December 16, 2016
- Thank you letter for supporting PACD’s Leadership Development Program Coordinator – from Brenda Shambaugh, Executive Director, PACD – December 19, 2016
- News Article – Farms are protecting waterways, survey says – LNP – December 20, 2016
- News Article – Farmers Given Credit for Voluntary Conservation – Lancaster Farming – Dec. 24, 2016
- News Article – Study Measures Economic Values of Agriculture’s Intangibles – Lancaster Farming – Dec. 24, 2016
- PACD Executive Council Action Items

2. E&S/NPDES Monthly Projects Report

Nate Kurtz referred to the E&S report, pages 30 and 31 of the mailing, and noted the list of incoming plans and the financial year end figures.

3. Bay Compliance Inspection Update

Kevin Seibert mentioned that his report was informational. When the ninety day period was coming to an end, there were several farmers who were noncompliant. We were ready to submit their names to

Item II.1

Harrisburg; however, all of them either secured a planner or showed significant progress by the end of the month. Follow up visits are being scheduled to ensure full compliance is achieved. Kate Bresaw provided some insight into how the culture is different between her area in southern Lancaster County and Justin Furnia's area in northern Lancaster County. Several directors thanked Seibert, Bresaw and Furnia for their professionalism in working with the compliance phase of District work.

4. PACD Executive Council Action Items

Chris Thompson referred to the proposed PACD bylaw changes for discussion to provide guidance to Lancaster's voting delegates. On the subject of allowing Associate Directors to serve as a PACD regional director, there was a consensus that this is not a problem, but more importantly, no district should end up in a situation where a county has more than one vote. On the Water Resource Extraction Fee, it was decided that Chris Thompson should send out more information to the directors via email soliciting director feedback to guide the voting delegates.

Additional Public Comment:

Staff introduced themselves at the end of the meeting.

There was no additional public comment.

Meeting Adjournment

Chairman Ken Meck officially adjourned the meeting at 3:04 PM.

Gerald M. Heistand
Recording Secretary