

**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
January 6, 2016**

The 768th regularly scheduled Board Meeting of the Lancaster County Conservation District was held on Wednesday, January 6, 2016, at 1:00 PM, in the multi-purpose room of the Farm & Home Center, 1383 Arcadia Road, Lancaster, PA.

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

The following Associate Directors were present: Frank Burkhart, Lisa Graybeal, Ernest Orr, Jr., Robert Wagner 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; Nate Kurtz, E&S Program Manager; Matt Kofroth, Watershed Specialist; Sallie Gregory, Education Coordinator; Shelly Dehoff, Ombudsman; Andy Hake, Jenn Ledwich, Julie Kratz, Steve Reiff, Keith Lutz, Kevin Lutz, Justin Furnia, Greg Heigel, Kate Bresaw, Agriculture Conservation Technicians; Samantha Gordon, Jenna Mitchell and Evan Martin, Erosion and Sediment Control Technicians; Kent Bitting, Professional Engineer; Jim Saltsman, Ag Engineering/Technical Specialist Level II, Adam Hartz, Ag Engineering Technical Specialist Level I, Dennis Eby, Plain Sect Outreach; Paula Harnish, Administrative Secretary; and Suzanne Kopp, E&S Secretary.

The following Cooperating Agency representatives were present: Heather Grove, Natural Resources Conservation Service, Elwood Blake, PA DEP, and Jeff Schmidt, PA Fish and Boat Commission, were present.

Chairman Ken Meck called the meeting to order at 1:00 PM, and Roger Rohrer provided the invocation for the meeting.

The following persons were introduced: Lancaster County President Judge Dennis Reinaker; and Elwood Blake, DEP field rep for Lancaster County.

Chris Thompson mentioned that staff were invited to attend and observe the Board meeting.

Opportunity was given for public comment. None was offered. There were no additions to the agenda.

Reorganization of the Board

1. 2016 Appointments to the BOD

Judge Reinaker administered the oath of office to the following three directors who agreed to serve another term on the LCCD Board:

- Dan Heller reappointed as a Farmer Director and his term will expire on Dec. 31, 2019.
- Sonia Wasco reappointed as a Public Director and her term will expire on Dec. 31, 2019.
- Commissioner Craig Lehman reappointed as the Commissioner Representative for his 9th year, and his term will expire Dec 31, 2016.

2. Election of Officers

Frank Burkhart carried out the election for Chairman of the LCCD Board. Burkhart opened the floor for nominations for Chair. Sonia Wasco moved that Ken Meck's name be submitted as the Chair for 2016. Dan Heller seconded the motion. Dick Shellenberger moved that nominations cease. Commissioner Lehman seconded the motion. Motion passed unanimously.

Frank Burkhart then turned the election of officers over to Chairman Ken Meck. Meck opened the floor for nominations and made the suggestion that someone may want to present the slate of 2015 officers for nomination, which were reviewed as:

Vice Chairman – Robert Shearer

Treasurer – Dan Heller

Secretary – Paula Harnish

Roger Rohrer moved that the 2015 officers be re-nominated to serve in 2016. Sonia Wasco seconded the motion. Motion passed unanimously.

3. 2016-2017 Associate Director Appointments

Ken Meck announced that Associate Directors enjoy the same honor as appointed Directors because of their recognized leadership in the community. They participate actively in Board and committee meetings as well as all other District functions and activities. The one right of office withheld from Associate Directors is that they may not present motions or vote at Board meetings. The following Associate Directors were presented for re-appointment to another two year term (2016-2017):

Lisa Graybeal

Stuart Herr

Ernest M. Orr, Jr.

Robert E. Wagner

Dick Shellenberger moved to appoint the list of four Associate Directors to another two year term. Dan Heller seconded the motion. Motion passed unanimously.

4. Election of 2016 PACD Voting Delegates

Ken Meck mentioned that the PACD Voting Delegate and Alternate Voting Delegates may be a District Director, Associate Director or District staff person, and that he is looking for his assignment as the Voting Delegate to cease with this term. The 2015 PACD Alternate Voting Delegates were Sonia Wasco and Robert Shearer. The suggestion was made that the 2015 alternate voting delegates be moved up one position, and that Ken Meck's name be placed at the bottom. This would put the proposed slate of PACD delegates in the following order:

2016 proposed PACD Voting Delegates:

Voting Delegate – Sonia Wasco

Alternate Voting Delegate #1 – Robert Shearer

Alternate Voting Delegate #2 – Ken Meck

Dan Heller moved that the proposed slate of 2016 PACD voting delegates (as listed above) be accepted. Commissioner Lehman seconded the motion. Motion passed unanimously.

5. 2016 Board Committees

Ken Meck mentioned that the list of 2015 Board Committees was sent out with the agenda, and he opened the floor for any suggested modifications or additions. None were offered, and Roger Rohrer moved that the Board approve the committees as listed in the mailing for 2016. Robert Shearer seconded the motion. Motion passed unanimously.

Agency Reports

1. USDA, NRCS

Heather Grove noted that she has made several minor changes to the NRCS report. The number of actual EQIP signups is being listed and easement tracking information for the various programs is being included. Interest in the CREP program is big this year as there are a number of re-enrollments. Lancaster will be losing Rob Weaver who has accepted a position in the Dauphin County office as a District Conservationist. The Soil Conservation Technician position to replace Adam Gagne is now closed and a Federal Hiring Team should soon come up with a replacement.

2. PA DEP Field Rep Report

Elwood Blake mentioned that most of the DEP reorganization is taking place at the Rachel Carson Building. Currently there is discussion on the Bay reboot effort that is a part of both DEP Secretary John Quigley's and Agriculture Secretary Russell Redding's agendas. Another discussion topic has to do with the need for better data collection of the Bay BMP efforts. Blake mentioned that current Bay contracts require that each Bay Technician makes 100 educational farm visits per year. This will be replaced with the need to do 50 farm inspection visits per year per technician. It does not appear likely at this time that existing contracts would be modified, so the new requirements will become effective July 1, 2016. It appears that enforcement of any reported Ag violations would be the responsibility of DEP.

Chris Thompson mentioned that Andy Zemba, a DEP employee active in several DEP funded Lancaster County projects, passed away unexpectedly last month.

Consent Agenda

Chairman Ken Meck gave opportunity for directors to withdraw any of the items from the Consent Agenda for additional discussion. Hearing none, Chairman Meck requested a motion to approve the Consent Agenda. Robert Shearer moved to approve the Consent Agenda. Sonia Wasco seconded the motion. Motion passed unanimously. The Consent Agenda included the following items:

- 1. Minutes of December 2, 2015 Board meeting**
- 2. Technical Assistance Requests/Cancellations**
- 3. Nutrient Management Plan Approvals**
- 4. Conservation Plans Acknowledgement**
- 5. List of LCCD Memberships**

Additional Business

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

2. Treasurer's Report

Gerald Heistand referred to the treasurer's report that was provided as a handout to meeting attendees. There was not much discussion on the report as most of the Board members were at the morning planning meeting where there was a financial overview report to discuss the District's position relative to the State Budget Impasse. The treasurer's report will be filed subject to audit.

3. Personnel Committee—Intern Request

Matt Kofroth reported that the Education and Outreach Department is requesting the opportunity to advertise for a 2016 summer intern that would work on watershed and Ag projects. The ad for this position is placed on the District's website each year. Kofroth mentioned that we have an intern with us on winter break who could be interested in the position this summer. Dick Shellenberger moved

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that the District go ahead and advertise for a 2016 summer intern position. Sonia Wasco seconded the motion. Motion passed unanimously.

4. District Donation Form

Sallie Gregory reported that the education committees she works with are suggesting that we use a donation from that could be used to cover multiple events. In addition, they are looking to place ads in our newsletter that goes out to over 8,000 addresses. There was concern about how to screen ads for appropriateness in our newsletter. Commissioner Lehman stated that no political ads should be accepted and suggested that there be a disclaimer in the newsletter. Dick Shellenberger moved to accept ads in our newsletter as long as the Board has the option to approve the advertising. Sonia Wasco seconded the motion. Motion passed unanimously. Chris Thompson agreed that there should be an SOP to establish procedures on accepting donations and advertising in the District newsletter.

5. LCCD Nomination to Foundation BOD

Chris Thompson reported that two of the three vacant seats on the Foundation Board have been filled, and that Darrell Becker has stepped forward to say that he is willing to serve for a 2 year term. Sonia Wasco moved that the District send the name of Darrell Becker to the Foundation Nominating Committee. Robert Shearer seconded the motion. Motion passed unanimously.

6. Exelon BMP

Jeff Hill reported that the Exelon Watershed and Ag applications were ranked to allocate the funds that have been advanced to the Lancaster District. Of the seven Ag applications received, four are being presented to the Board for approval. Five watershed projects have been sent to DEP for approval, and will be brought to the Board in February. Dick Shellenberger moved to approve the four Ag projects for Exelon funding (Daniel F. Beiler, David S. Weaver, David G. Byers, and Ambassadors for Christ—Levi J. Fisher). Roger Rohrer seconded the motion. Motion passed unanimously.

Reports/Information

1. Correspondence, News and Updates

No items were circulated at Board meeting.

2. Education & Outreach Committee – Background Checks

Sallie Gregory reported that the State has improved the volunteer background clearance laws. The SOP on how the District will handle background clearances for staff members and volunteers was included in the Board mailing. As an example, at the Envirothon events the District will require that two persons with clearances be at each station. Finger printing is only required if the applicant has not been a Lancaster County resident for the past ten years. Chris Thompson mentioned that SOPs are normally not brought to the Board as informational items; however, this one is new and does spend District funds.

3. E&S/NPDES Monthly Projects Report

Nate Kurtz reported that the work in the E&S Department is still going strong. He noted statistics from 2014, where the county with the next highest workload had 35% less activity than Lancaster. In the near future, the Board will need to take action on a new E&S Delegation Agreement. He also reported that the Speedwell Lake Forge dam construction has been completed. They will begin refilling the lake later this winter or in early spring.

4. Pension Trustee Report

Kent Weaver reported that the Committee decided to move forward with Fulton Financial Advisors, but there are several questions that need to be answered before making the final decision.

5. Office of RTK Determination/Action Update

Kevin Seibert reported that the item presented to the Board in the mailing provides the needed details on this case. The requester's appeal to the PA Office of Open Records was denied in favor of the District's original decision to deny the request. The next step would be to take the denial to the Lancaster County Court of Common Pleas within 30 days of the notice. There were no comments from the Board, other than to thank Seibert for his diligence in working with this case.

Additional Comments:

Officer Jeff Schmidt, PA Fish & Boat Commission, mentioned that they are celebrating their 150th year anniversary. He mentioned that people sometimes mistake him for a game warden, even though the Fish & Boat Commission was in existence over thirty years before the Game Commission.

Chris Thompson asked Board members to review the Dates to Remember at the bottom of the meeting agenda.

In terms of the DEP push for Districts to do more compliance, Thompson mentioned that he will inform Board members of any meetings that he feels would benefit from director representation.

Meeting Adjournment

Robert Shearer moved to adjourn the meeting at 2:09 PM. Commissioner Lehman seconded the motion. Motion passed unanimously

Gerald M. Heistand
Recording Secretary