

**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
June 3, 2015**

The 761st regularly scheduled Board Meeting of the Lancaster County Conservation District was held on Wednesday, June 3, 2015, at 7:30 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, and Commissioner Craig Lehman.

The following Associate Directors were present: Frank Burkhart, Lisa Graybeal, Ernest Orr, Don Robinson, Gregory Strausser and Kent Weaver.

The following District Staff were present: Christopher Thompson, District Manager; Gerald Heistand, Business Manager; Jeff Hill, Agriculture Program Manager; Nate Kurtz, E&S Program Manager; Matt Kofroth, Watershed Specialist; and Kevin Seibert, Agriculture Compliance Coordinator.

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

Chairman Ken Meck called the meeting to order at 7:30 PM. Commissioner Lehman made several comments on the religious freedoms we have as citizens of America. He then offered a time for silent prayer and reflection.

There were no guests to be introduced at the meeting.

Chris Thompson reported two additions to the agenda under the Additional Business section:

1. #10—NFWF & Altria Visit
2. #11—Outstanding Cooperator Report

In addition, the following name and information needed to be added to the list of Nutrient Management Plans for approval on the Consent Agenda:

OWNER	TOWNSHIP	OPERATION	DESIGNATION	AEU's/ ACRE	REVIEWER	PLAN #
Joel & Amy Denlinger	Leacock	Dairy	CAO	2.43	Hake	6

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

Agency Reports

1. USDA,NRCS

Heather Grove reported that staff has finished up the first round of EQIP contracting. They have 38 projects worth 1.8 million dollars to be spent over the next two years.

2. PA DEP Field Rep Report

Elwood Blake stated that he had nothing to add to the June 2015 DEP Conservation District Field Rep Talking Points that were provided in the Board mailing packets. On the REAP section of the Talking Points, Chris Thompson added that August 17th will be the first date that new applications will be accepted.

Consent Agenda

Chairman 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, the Chairman called for a motion to approve the Consent Agenda. Jay Snyder moved to approve all of the items on the Consent Agenda which included the additional Joel & Amy Denlinger Nutrient Management Plan for a total of nine plans on the list of Nutrient Management Plans for approval. Dick Shellenberger seconded the motion. Motion passed unanimously.

Following are the Consent Agenda items that were approved:

- 1. Minutes of May 6, 2015 Board meeting**
- 2. Technical Assistance Requests/Cancellations (none)**
- 3. Nutrient Management Plan Approvals**

Additional Business

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

2. Treasurer's Report

Gerald Heistand mentioned that payments for Low Volume Road projects brought the total assets down from last month. Both Dirt & Gravel Road and Low Volume Road programs up-front the funding needed for their projects. In the Income and Expense report the two big variances from the budget were Program Contracts and Grant activity. The District is still waiting for quarterly reimbursements for the Nutrient Management, Ombudsman and SWAT programs, so it shows negative on Program Contracts. For grants, both the revenue and expense sides show increased activity from what was budgeted. The treasurer's report will be filed subject to audit.

3. Conservation Plans Acknowledgement

The Board acknowledged the list of 13 NRCS Conservation Plans and two LCCD Ag E&S plans that were listed on page 18 of the Board mailing packet.

4. Personnel Committee Report

At 7:43 PM, Chairman Meck announced that the Personnel Committee had two items to discuss in Executive Session for Board members only (Heistand and Hill were asked to join the Executive Session to provide further information as needed). Chairman Meck adjourned the meeting into Executive Session, to be reconvened in approximately 15 minutes. During that time the Board discussed matters exempt from these minutes. Chairman Meck called the Board meeting back to order at 8:00 PM.

Dick Shellenberger reported that with an increased Ag workload (due to recent educational outreach efforts and increased funding for BMPs and planning), the Personnel Committee is recommending the addition of an Ag Tech position to the staff. Shellenberger moved that Jenn Ledwich's workload be shifted to verification visits of Ag Preserve farms where she would be able to cover most of the county, and that the District hire a full-time person to replace Jenn's position on the Green Team. Roger Rohrer seconded the motion. Motion passed unanimously.

Dick Shellenberger then moved that mid-year bonuses, of up to \$1,000 each, be granted to staff with the total cost to the District between \$28,000 and \$30,000. Dan Heller seconded the motion. Motion passed unanimously. Shellenberger reported that finances for the Ag department are strong at this time and there is increased workload. The bonus amount would be prorated for those employed less than

full time, for those employees that have been at the District for less than a full year, and for those employees who are not meeting their goals.

5. Marketing Committee Report

Lisa Graybeal reported that the committee had met for the second time. The goal is not to increase our workload but to promote the District image of who we are and what we do. As environmental news comes to the general public, we want people to know what we are doing, and thereby improve or attract more funding. The committee is looking into all of the media options and will be holding another meeting at the end of this month. Dick Shellenberger suggested that the committee look into also working with Channel 11 that covers the northern part of the county.

6. Ag E&S Complaint

Kevin Seibert reported that he is ready to close the complaint case on the GRH Development property in Ephrata Township. Details were provided on page 19 of the Board mailing, and Robert Shearer provided additional details of why the farmer needed to till soil. No objections were voiced about closing the case.

7. Right to Know Request

Kevin Seibert reported that a month ago he received a request for an extensive search of District nutrient management records from the Environmental Integrity Project (EIP). Seibert felt that they did not realize what they were requesting, so they have agreed to limit their search at this point to a file review. Other counties have received the same request and have been discussing what to do next by working with DEP lawyers. The District is trying to be proactive and take time to educate EIP staff persons as they search the records. Directors with concerns about LCCD man hours or negative implications of the record search may want to contact their legislators.

8. Farmer Good Work Letter

At the May 2015 Board meeting there was a suggestion that individuals who we notice doing conservation work on their own be given a letter acknowledging their efforts. The draft sample letter, on page 21 of the mailing, was discussed as a possibility. Since it is not known whether there are other areas of the farm that may need attention, the Board suggested that every letter be specific as to the particular BMP being addressed. After discussion on the importance of internal due diligence, there was a consensus that the letter needs to be reworked and that a plan needs to be developed for how each of the letters will be released.

9. DGR/LVR QAB Report

Matt Kofroth reported on two changes needing Board action: (1) change in the next QAB meeting date, and (2) change in the project to be funded. Robert Shearer moved to accept the recommendation of the Quality Assurance Board that their next meeting date be Wednesday, September 2nd, prior to the LCCD Board meeting, and that the Hopkins Mill Road Low Volume Road project in Providence Township be approved for \$5,183. Herb Kreider seconded the motion. Motion passed unanimously.

10. NFWF & Altria Visit (addition to the agenda)

Chris Thompson reported on the meeting he and Dennis Eby had with the NFWF/Altria representatives. Along with the report provided at Board meeting, Thompson share an email from Wendy Shields of Altria, thanking us for our work in sponsoring the project. We anticipate having other projects in the future.

11. Outstanding Cooperator Committee Report (addition to the agenda)

Robert Shearer complimented staff for the presentations that were given at the committee meeting. He mentioned that the discussion came down to taking a close look at Joel Rutt and E. Marvin/Doug Herr. The committee recommended Joel Rutt for the Outstanding Cooperator Award, as over the years several different technicians have brought him to the committee as a candidate. The Board was also informed of the thinking behind a new Conservation Advocate Award being recommended by the committee for the 2016 banquet. Robert Shearer moved to accept the recommendation that the 2016 Outstanding Cooperator Award to go Joel Rutt of Manheim, and that a 2016 Conservation Advocate Award be given to Raymond King of Narvon. Roger Rohrer seconded the motion. Motion passed unanimously.

Reports/Information

1. Correspondence, News and Updates

The following Correspondence, News and Update items were circulated at the meeting:

- Healthy Livestock, Healthy Streams –Report of the Chesapeake Bay Commission – May 2015
- Thank you letter from Garden Spot High School Principal to the Scholarship Committee for presenting scholarships to two Garden Spot students – May 12, 2015
- Thank you note from Warwick High School’s Senior High Envirothon Team
- Lancaster Farming – Farmer (Roger Rohrer) Gives Buffer Tips – May 16, 2015
- Lancaster Farming – Stream Improving? See for Yourself — May 16, 2015
- Lititz Record Express – Warwick takes top honors at Envirothon – May 20, 2015
- LNP, Lancaster – Warwick, Neff students are county Envirothon champs – May 24, 2015
- LNP, Lancaster – Casey seeks help for local farmers – Farmers: EPA rules – May 24, 2015
- LNP, Lancaster – Four county students earn Ann Brown Memorial scholarships – May 25, 2015
- Cultivations – Newsletter of the PA Young Farmers Association - Page 2, #3 – Conservation and the Chesapeake Bay by Kevin Seibert, Lancaster County Conservation District
- Manheim Township High School Thank You Note to Sallie Gregory
- Save the Bay – The Magazine of the Chesapeake Bay Foundation - Spring 2015
Page 5 - The Chesapeake Clean Water Blueprint – Let’s Talk about Agriculture
- Chesapeake Bay Journal – June 2015 - Tiny insect toppling region’s majestic hemlocks
- Chesapeake Bay Journal – June 2015 - VA seeing more ticks as species from North, South expand their range

2. Know Your District—Watershed Program

Matt Kofroth provided background information on his position, and gave a PowerPoint presentation describing the various tasks and projects that he has been doing. There is a Watershed Specialist in every county, and they are partially supported with state funding. All Watershed Specialists are expected to supplement their salaries with grants or other funding sources. The ultimate goal is to get streams taken off of the impaired list.

3. E&S/NPDES Monthly Projects Report

Nate Kurtz referred to the list of plans on page 24 of the mailing and reviewed the E&S finances on page 25 of the mailing.

4. PA State Envirothon Report

Chris Thompson highlighted the State Envirothon report on Page 26 of the mailing.

5. NFWF—Chesapeake Bay Stewardship Fund Applications

Jeff Hill informed the Board that this project was presented at the May 2015 Board meeting, and this month's item (page 26 of the mailing) provides more details. The core thrust of the project is to provide farm specific values of a BMP's effectiveness.

6. PACD/SCC Joint Meeting Registration Announcement

Chris Thompson requested that any Board member interested in attending the PACD/SCC Joint Annual Conference should let him know by Friday, June 5.

7. PACD By-Laws Amendment

Ken Meck informed the Board that the proposed PACD By-laws amendment is to allow the Secretary and Treasurer to be reelected for three consecutive two year terms. Ken Meck reported that he is interested in stepping down from the PACD Secretary position next month.

Additional Comments:

There were no additional public comments.

Meeting Adjournment

Dick Shellenberger moved to adjourn the meeting at 9:30 PM. Dan Heller seconded the motion. Motion passed unanimously.

Gerald M. Heistand
Recording Secretary