

Item II.1  
**LANCASTER COUNTY CONSERVATION DISTRICT  
BOARD MEETING MINUTES  
June 5, 2019**

The 806th regularly scheduled Board Meeting of the Lancaster County Conservation District (LCCD) was held on Wednesday, June 5, 2019, at 7:30 PM, in the multi-purpose room of the Farm & Home Center, 1383 Arcadia Road, Lancaster, PA.

**The following Directors were present:** Dan Heller, Chairman; Herb Kreider, Kenneth Meck, Roger Rohrer, Jay Snyder, Robert Shearer and Commissioner Craig Lehman.

**The following Associate Directors were present:** Frank Burkhart, Lisa Graybeal 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; and Kevin Seibert.

**The following Cooperating Agency representative was present:** Heather Grove, Natural Resources Conservation Service.

Chairman Dan Heller called the meeting to order at 7:30PM. Commissioner Lehman paraphrased remarks that came from a reading of Abraham Lincoln's second inaugural address. "We think we know best, but our knowledge as an individual is relative to the vast experience of many other people. So, we need to ask whether we can see the "right" that goes beyond our own limited worldview. Can we be humble enough to realize that another person may see a particular subject differently from our understanding?" The group was challenged to see the "right" as it relates to the assigned duties of the group, rather than only taking it from their point of view.

There were no guests to be introduced at the meeting, and there was no public comment. There were no additions to the agenda other than additional correspondence.

### **Agency Reports**

#### **1. USDA, NRCS**

Heather Grove mentioned that she had no additional comments to add to the NRCS report and there were no questions from the group.

#### **2. PA DEP Field Rep Report**

Chris Thompson highlighted the following:

- A. Field Rep Report in the areas of Biosecurity Protocols on page 3.
- B. SCC proposed budget on pages 4 & 5.
- C. The possibility of increased funding for technicians if the Farm Bill is passed on page 5.
- D. The REAP program on page 6.

### **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. Gerald Heistand mentioned that E&S staff suggested a few changes to the May 1, 2019 minutes in the verbiage of the notes that were given on page 10, item 9, E&S Compliance Committee. Gerald read the complete revised section noting where the changes started and ended. Hearing no other comments, Ken Meck moved to approve the consent agenda which included the recommended changes to item 9 that clarified the sequence of events and the lack of follow-up actions. Bob Shearer seconded the motion. Motion passed unanimously.

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The Consent Agenda included the following approved items.

- #1 – Minutes of May 1, 2019 Board meeting**
- #2 – Technical Assistance Requests/Cancellations**
- #3 – Nutrient Management Plan Approvals**

### 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 half of the reimbursement requests from the first quarter submissions on April 15, 2019 have been received. Compared to last month there is little change with any of the fund balances, except for the General Operations, which is down about \$100,000. Since there has been little change with the fund balances there was nothing to note on the Income and Expense Statement. Gerald added that having Stacey Meyer in the office is a great help with completing the routine financial work. This will allow time to start working on program contract applications and the overall draft 2020 District budget. Gerald also reported that DEP has not initiated contract renewals yet so as of July 1, 2019, it is expected that the District will be spending funds in a number of programs without formal contracts or program budget approvals. Chairman Dan Heller mentioned that we do have reserve funds, but we still need to be vigilant on getting agreements completed.

#### **3. Personnel Committee Report**

Chris Thompson reported that the administrative staff is moving ahead with the process to fill the Watershed Resource Technician position as listed on page 17 of the mailing. The week of interviews is being moved from June 16, 2019 to the week of June 23, 2019, which will permit Board approval at the July 10, 2019 meeting.

Chris mentioned that the Retirement Committee is satisfied with the annual retirement plan update and staff members are pleased with the annual update service provided by Amy White of Fulton Advisors.

SOP Update – Chris reported that administration is looking to provide benefits for part time employees that do not cost the District any additional expenses. Chris wants to retain the experienced staff that we have as they consider cutting back on their time commitment.

Midyear evaluations are being conducted so any performance issues can be addressed by the end of the year.

Chris reported that Stacey Meyer, new Financial Manager, is working in Paula's old office space. The staff appreciates her assistance with the financial work.

Chris reported that Nick Biondi handed in his two week notice of termination and will be going to work for TeamAg Inc. Presently, the plan is to not refill the position until the State approves the budget.

#### **4. Associate Director Nominations**

Ken Meck reported that we have four nominees to consider for Associate Director: Deb Seibert, Garrett Weaver, Greg Wilson and Justin Welk. Details for each of the candidates were covered by Ken Meck and he mentioned that all are willing to attend at least eight board meetings per year. There was discussion on how the vacancy left by Dick Shellenberger will be filled, and on the number of Associates Directors that are permitted on a district board. Jay Snyder moved that the District fill four Associates Director seats. Commissioner Lehman seconded the motion. Motion passed unanimously.

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Ken Meck moved that the Secretary cast the ballot to include all four names that were presented to the Board to fill the four associate director positions. Roger Rohrer seconded the motion. Motion passed unanimously.

### **5. Foundation Board Member Approval**

Jay Snyder reported that the Conservation Foundation of Lancaster County would like to have Sharyn Young, Penn Township Planner and MS4 Coordinator, be appointed to the Foundation Board to fill one of their vacant director positions. Jay Snyder moved that the LCCD Board approve having the Foundation seat Sharyn Young as their newest director. Roger Rohrer seconded the motion. Motion passed unanimously.

### **6. Penn Vest Resolution to Approve Project**

After discussion, Ken Meck moved that the District authorize Board Chairman Dan Heller and Secretary Gerald Heistand to sign on behalf of the Board to act as "Funding Recipient" for the Elmer King Project, Paradise Township, with a PENNVEST principal forgiveness loan and fee totaling \$736,000. Roger Rohrer seconded the motion. Motion passed unanimously. Board members asked that administration keep them up-to-date as the project moves forward.

## **Reports/Information**

### **1. Correspondence, News and Updates**

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

- American Farmland Trust Pamphlet – Women for the Land – [farmland.org/womenforland](http://farmland.org/womenforland).
- Letter – Lancaster Agriculture Council – Proposed Rulemaking by DEP – May 10, 2019.
- Correspondence – Capitol RC&D – 2018 Accomplishments.
- Letter of Commendation – County Commissioners – Hempfield Senior High Envirothon Team – June 3, 2019.
- Proclamation of Conservation District Week by the Commissioners for May 5-11, 2019.
- Conservation Quest Booklet – Summertime activities booklet produced with LCCD support.
- Bay Foundation press release with information in packet of PA legislative funding bills.

There was a consensus that a thank you should be sent to the Ag Council for their proposed rulemaking letter to DEP regarding changes to the NPDES Program and WQM fee increases. Chris Thompson reported that the next legislator meeting is planned for August 2, 2019 where this subject could be discussed further. There was consensus that the Board should stress what the District can do to make things better rather than taking sides on legislative issues. There were comments that DEP needs more resources to be effective and that our welfare society is now starting to hurt the Ag producers. The District needs to be thinking of creative ideas to solve some of the issues we face.

### **2. E&S/NPDES Monthly Projects Report**

The E&S monthly report was provided at the meeting. Year to date, the E&S program is behind in the number of plans submitted and in the amount of fees collected.

### **3. E&S/NPDES Compliance Update**

Nate Kurtz reported that the committee met with Jay Stauffer and has requested a Corrective Action Plan. They are looking for a plan to be developed by a certified planner and submitted to LCCD by July 5, 2019. Eric Hout and Kevin Lutz were praised for their good work with getting the job done.

### **4. Tree Sale Report**

Chris Thompson reported that the numbers for this sale are down a bit. The sale was still a success as it makes an impact and helps reach out into the community. Sallie Gregory and Matt Kofroth were praised for their good work with coordinating the sale.

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**5. Capital RC&D Report**

Chris Thompson reported that this was covered earlier with the correspondence. The District needs a representative to fill one of Lancaster’s vacant voting positions. Gerald Heistand reported that his term will expire in November. At that time, there will be two vacant voting director positions and one alternate director position to be filled. The alternate director can vote if any of the three regular members are absent.

**6. Scholarship Award Recipients**

Gerald Heistand reported that interviews were conducted on May 2, 2019. Sonia Wasco sent the report to voting directors, who approved granting three 2-year scholarships in 2019. The scholarship recipients are: Isaiah Rosario – Hempfield High School, William J. Burke III - Penn Manor High School and Jamie Stephan – Pequea Valley High School.

**7. PACD/SCC Joint Annual Meeting**

Chris Thompson highlighted the following dates:

- 6/1/19 – 6/8/19            Water week
- 6/11/19 – 6/13/19        Family Farm Days
- 6/13/19                    E&S Lancaster-Lebanon Advances in Stormwater workshop
- 7/24/19                    Foundation meeting at Youth Conservation School
- 8/2/19                      Proposed meeting for Legislators

**Additional Comments:**

Jay Snyder thanked Nate Kurtz, Jeff Hill and Kevin Seibert for their knowledge to get the work done and attributed it to their years of experience with the District.

Kevin Seibert mentioned that staff members are being asked to sign a Confidentiality and Information Security Agreement. The request was to define what is confidential and provide a list. Chris Thompson gave reasons to the Board why the request was being made at this time.

Chairman Dan Heller officially adjourned the meeting at 9:25PM.

Gerald M. Heistand  
Recording Secretary