

Item II.1
**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
March 7, 2018**

The 792nd regularly scheduled Board Meeting of the Lancaster County Conservation District was held on Wednesday, March 7, 2018, at 7:30 PM, in the conference room of the Farm & Home Center, 1383 Arcadia Road, Lancaster, PA.

The following Directors were present: Robert Shearer, Vice-Chairman; Herb Kreider, Ken Meck, Dick Shellenberger, Jay Snyder, and Commissioner Craig Lehman. Roger Rohrer and Sonia Wasco participated in the meeting by conference call.

The following Associate Directors were present: Darrell Becker, Gregory Strausser, and Kent Weaver.

The following District Staff were present: Christopher Thompson, District Manager; Gerald Heistand, Business Manager; Nate Kurtz, E&S Department Manager; and Matt Kofroth, Watershed Specialist. Jeff Hill participated in the meeting by conference call.

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

Vice-Chairman Robert Shearer called the meeting to order at 7:30 PM, and Dick Shellenberger provided the invocation for the meeting. A roll call was conducted to confirm who was attending the meeting by conference call due to impending bad weather. (District and County offices were closed for the day.) Roger Rohrer, Sonia Wasco and Jeff Hill attended the meeting by conference call.

There were no guests to be introduced at the meeting, and there was no public comment.

The following additions to the agenda were announced:

1. Renewal of County Ag Preserve Contract
2. Appointment of an Associate Director to Director Emeritus position
3. Addition of Walnut Run Farms to the list of Nutrient Management Plans for approval

Agency Reports

1. USDA, NRCS

Heather Grove, District Conservationist, noted that the new EQIP allocation for Lancaster is down to 1.2 million dollars, instead of the 3 million that we received last year. There are fewer applications this year. She mentioned that Axel Acevedo is the newest employee working in the Lancaster Field Office. Axel is from Puerto Rico and is learning about conservation in Lancaster County. The Black History Celebration was a big success with over 90 people in attendance.

2. PA DEP Field Rep Report

The March 2018 DEP Conservation District Field Rep Talking Points were included in the mailing packet. Chris Thompson reported on the CBP Agricultural Planning Reimbursement Program that is being run by private sector companies. There was discussion about whether any of the plan information is being captured, and what type of process was used to choose who administers the program. Dates for the SC Regional meeting (3/20/2018) and the All Bay Meeting (3/12/2018) were highlighted. Anyone interested in attending these meetings should let Chris know.

Item II.1

Consent Agenda

Vice-Chairman Robert Shearer gave opportunity for directors to withdraw any of the items from the Consent Agenda in order to have additional discussion.

It was explained that on the Nutrient Management Plan approval list, Walnut Run Farms was missing. (Penn Township, Dairy Operation, CAFO/CAO designation, 2.31 AEUs/acre, reviewed by Nick Biondi, Plan #408)

Jay Snyder moved to approve the Consent Agenda, which included items numbered 1—4, with Walnut Run Farms being added to the Nutrient Management Plans for approval. Herb Kreider seconded the motion. Motion passed unanimously. The Consent Agenda included the following items.

- #1 – Minutes of January 10, 2018 Board meeting**
- #2 – Technical Assistance Requests/Cancellations**
- #3 – Nutrient Management Plan Approvals**
- #4 – Conservation Plans Acknowledgement**

Additional Business

1. Items removed from Consent Agenda

There were no items removed from the Consent Agenda.

2. Treasurer's Report

Gerald Heistand mentioned that the treasurer's report covers the months of January and February. Due to delayed DEP reimbursements, the District needed to "borrow" \$200,000 from their reserves as noted on the financial report. Most of the 2017 3rd quarter payments have arrived, but at the time of the report, the District was still waiting for \$380,000 in funding from the 2017 fourth quarter (Oct. – Dec.).

Heistand reviewed some of the changes in the reserve account section of the balance sheet along with a new account labeled "LCCD Health". He explained that the funds in this account are from the Capital Blue health plan year (Sept. 2016 – August 2017) settlement as a result of our first year on a self-funded health care plan. The intended use of the funds is to offset any future excessive health care increases.

Heistand informed the Board that the new treasurer, Kent Weaver, and he are in the process of replacing several scholarship bonds that are being called. We expect three bonds to either mature or be called within the next three years. By laddering the bonds we are now able to purchase a 10-year bond without tying up a majority of the funds at a low interest rate.

In response to a question of why the E&S vehicle fund was negative, Heistand explained that the cost to operate the E&S vehicles is currently greater than the federal allowance (53.5 cents per mile in 2017). The ag department vehicle fund is positive because they log more miles per vehicle than the E&S department; and in addition, two of the Ag department vehicles have been depreciated, greatly decreasing the cost of operation.

On the Income and Expense report, Heistand noted that the net income for General Operations includes the \$200,000 loan from reserves and the income from the 3rd quarter reimbursements. He mentioned that it is good to see a positive number for E&S net income and a negative number for Grants income.

The treasurer's report will be filed subject to audit.

3. NRCS – Annual Civil Rights Responsibilities for Partners Review

Heather Grove mentioned that NRCS has a working agreement with the District and there is a civil rights section to the agreement that is to be reviewed annually. That section of the Cooperative Working Agreement between the District and NRCS states that government assistance needs to be

Item II.1

provided to all eligible customers equally, and that an effort should be made to seek out those producers that may not be typical. All voting directors are asked to sign as affirmation that they were part of this review process.

4. Personnel Committee – New Hire Request

Sonia Wasco reported that interviews were conducted for the vacant E&S Resource Conservationist position. In the interim, there was a second E&S resignation, so the committee recommends that both Veronica Robbins and Elizabeth (Liz) Deming be offered employment. Chris Thompson mentioned that both candidates have experience with firms that do inspection work. Sonia Wasco moved that the District hire both Veronica Robbins and Liz Deming as E&S Resource Conservationists. Dick Shellenberger seconded the motion. Motion passed unanimously.

Chris Thompson reported that Veronica and Liz anticipate beginning employment later this month (March 2018); and he added that Veronica, who is from Rockville MD, is willing to relocate.

It was also reported that the District is losing an Ag Compliance Technician to DEP, Harrisburg.

5. DGR/QAB Project Approval

Herb Kreider referred to a 2017/2018 Dirt & Gravel Road (DGR) Program Quality Assurance Board Meeting recap handout, which listed results of their committee meeting held earlier that evening. He reported that all six of the projects listed on the handout were good, and the recommendation of the committee is to approve all six projects. In addition, for the Hess Road project in Eden Township, the committee would like to amend their contract to increase the funding by \$3,000. Matt Kofroth explained that in order to bring the first 5-year contract to a close and spend our funding, there will need to be a spring LVR allotment. In addition, the District will be using some of its administrative and educational funds for road projects. Herb Kreider moved that the District move ahead with all three items as recommended by the committee: 1) approve all six projects as listed on the handout, 2) amend the Eden Township contract to include an additional \$3,000, and 3) hold a spring LVR application funding round. Ken Meck seconded the motion. Motion passed unanimously. Matt Kofroth and Evan Martin were complimented for carrying out the work of the DGR and LVR programs.

6. PA State Ethics Forms

Chris Thompson announced that the PA State Ethics Forms were clipped to the name tags of voting directors. Completed forms should be returned to the District office by May 1st. See Paula with any questions.

Reports/Information

1. Correspondence, News and Updates

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

- Invitation – Cabinet in your Community – Government that works – Thursday, March 15 at 1:00 PM – Elizabethtown College
- Thank You Letter – from Fairmount Homes – for Menno Eby memorial donation (Menno Eby is the father of Dennis Eby)
- Resume – Veronica Robbins
- Resume – Elizabeth Deming
- Thank You Letter – from Ambo Friends Social and Development Association (AFSDA) – for donation of computers to the Toke High School in Ethiopia – February 11, 2018

Item II.1

2. E&S/NPDES Monthly Projects Report

Nate Kurtz referred to the January E&S report (pages 21 & 22) and the February report (pages 23&24). These reports show that the work is not slowing down in 2018. Yesterday, DEP hosted a webinar to review 105 permit changes with the intent to simplify the permitting process. There will also be changes to the 102 program.

3. PACD/SCC Winter Meeting Review and Update

Ken Meck attended the first day of the meeting. Chris Thompson reported on the voting. He noted that the gas well resolution proposed by a county that had a substantial number of wells, did not receive a 2nd to be acted on. The proposed bylaw changes to allow for unequal representation by a region passed. Prior to the meeting, PACD had a strategic planning session. One of the identified goals is to rebuild the relationship between DEP and Districts. There is disconnect between DEP and District priorities, so PACD is looking to build bridges, not walls. Communications need to be a priority. There was some discussion about foregoing the winter conference meeting, which would leave PACD with one annual meeting per year, but no action was taken.

4. Tree Sale Report

Matt Kofroth reported that the deadline for ordering trees is Monday, March 12. He projects a good sale this year. Directors were encouraged to stop by for the chance to work side by side with district personnel. Distribution day is April 12.

5. Banquet Committee Report

Chris Thompson reported that the banquet is a fun time to celebrate Lancaster's conservation accomplishments. The theme for this year is milestones, and directors were reminded that there will also be the annual Scholarship Fundraiser Auction.

Director Emeritus Recognition

Chris Thompson reported that the Executive Committee would like to recognize Robert Wagner with the title of Director Emeritus. Dick Shellenberger moved that the District honor Robert Wagner with the title of Director Emeritus. Sonia Wasco seconded the motion. Motion passed unanimously.

Ag Preserve Board Contract

Thompson informed the Board that the Ag Preserve Board agreement is up for its annual renewal. They are proposing to lower the current \$20,000 contract maximum to be closer to what the District has requested in the past, \$14,000. The Ag Preserve Board would like to increase their monitoring of the preserved farms and may be hiring more personnel to assist with this in the future. There were several questions on compliance, after which Roger Rohrer moved to approve the new District/Ag Preserve Board agreement as presented. Dick Shellenberger seconded the motion. Motion passed unanimously.

Additional Public Comment:

Chris Thompson highlighted dates at the bottom of the agenda, with a correction that the PACD Regional meeting is scheduled for March 20, not the 27th. He also reviewed the All Bay Meeting agenda.

There was a request for more information on the recent manure storage spills.

Vice-Chairman Robert Shearer officially adjourned the meeting at 9:06 PM.

Gerald M. Heistand
Recording Secretary