

Item II.1

**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
May 3, 2017**

The 783rd regularly scheduled Board Meeting of the Lancaster County Conservation District was held on Wednesday, May 3, 2017, at 7:30 PM, in the multi-purpose room of the Farm & Home Center, 1383 Arcadia Road, Lancaster, PA.

The following Directors were present: Ken Meck, Chairman; Dan Heller, Treasurer; Roger Rohrer, Jay Snyder and Sonia Wasco.

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

The following District Staff were present: Christopher Thompson, District Manager; Gerald Heistand, Business Manager; Jeff Hill, Ag Program Manager; and Nate Kurtz, E&S Program Manager.

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

Chairman Ken Meck called the meeting to order at 7:30 PM, and Sonia Wasco provided the invocation for the meeting.

There were no guests to be introduced at the meeting.

Chris Thompson announced the following additions to the agenda:

- 1) Bay Technician Agreement Amendment
- 2) An Executive Session will be held at the end of the meeting

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

Agency Reports

1. USDA, NRCS

Heather Grove, NRCS District Conservationist, reported that NRCS has been recouping lost data due to a server crash; therefore this month's Board report covers both March and April. Their first round of applications should obligate about 2 million dollars in funding. Heather answered several funding related questions.

2. PA DEP Field Rep Report

The May 2017 DEP Conservation District Field Rep Talking Points were provided as a handout at the meeting.

Consent Agenda

Chairman Ken 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, Sonia Wasco moved to approve the Consent Agenda. Roger Rohrer seconded the motion. Motion passed unanimously.

The Consent Agenda included the following items:

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

Additional Business

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

2. Treasurer's Report

Gerald Heistand reported that the \$150,000 loan from the Reserve Account was returned, and account balances are typical for the end of April. If first quarter reimbursements do not start arriving until June, the end of May balances will be down. On the Income and Expense report, Heistand mentioned that a negative \$100,000 to \$200,000 of net income should be normal for this year. The District carried over a substantial amount of grant funding into the new year, so we should spend more than we take in. The treasurer's report will be filed subject to audit.

3. NFWF Grant Application

Chris Thompson informed the Board that this is a county-wide proposal involving multiple partners. The District is working with Penn State University to put together a proposal that would help leverage a new county-wide watershed coordinator. It would provide 2.2 million dollars of funding where nearly half of the funding would be used for BMP cost-share.

4. Scholarship Committee Report

Sonia Wasco reported that the Scholarship Committee of Kevin Seibert, Maddie Klein, Shelly Dehoff, Gerald Heistand and herself interviewed six of the eleven applicants. There were three that rose to the top, and the committee recommended that three scholarships be granted. Sonia Wasco moved to accept the Scholarship Committee report granting three scholarships to the recipients as listed in the report (Emilee Saufley, Madison Jackson and Nathaniel Deimler). Jay Snyder seconded the motion. Motion passed unanimously.

Reports/Information

1. Correspondence, News and Updates

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

- Thank you Note to Lancaster County Conservation District for her 1st Place Junior High award certificate and gift cards at the Lancaster Science and Engineering Fair – From Bridget Reheard, Landisville Middle School
- News Article – Thinking inside the barrel – Lititz Record Express – April 6, 2017
- News Article – Conservation School adventure planned – Lititz Record Express – April 6, 2017
- News Article – Conservation awards – Lititz Record Express – LNP – April 6, 2017
- News Article – Proposed Budget Impact – Bay Journal – April 2017
- NACD "Resource" – Annual Report 2016
 1. LCCD Membership
 2. 2018 Farm Bill Principles
- Thank you Letter to LCCD Board and staff on performing the Nutrient Management and Manure Management Program Delegation Agreement Performance Evaluation on March 8, 2017 – From Michael Brubaker, NM Program Regional Coordinator, SCC – April 19, 2017
- Third Annual Clear Waters Golf Tournament – Conestoga Country Club – Monday, June 5, 2017 – Sponsored by the Lancaster County Clean Water Consortium (LCCWC)
- Copy of LCCD Letter to State Legislators – LCCD programmatic overview from 2016 – made possible with State funding and support – April 21, 2017
- Letter from Senator Ryan Aument – Response to 4/21/17 Letter to State Legislators – May 1, 2017

There was an announcement about Water Week, and also one for the upcoming Youth Conservation School. Applications (for students that are 14-16 years of age) can be downloaded from the District's website.

2. E&S/NPDES Monthly Projects Report

Nate Kurtz reported on several E&S projects that got press in the newspaper recently. The April E&S report figures for plans submitted came in slightly lower than last year, but the income is similar to last year.

3. Foundation Board Member Nominees

Chris Thompson referred to the write-up in the mailing and reviewed the Foundation's most recent efforts with education. They are now looking to expand their efforts with funding for BMPs. He reported that Kent Bitting will be working with PDA on a \$35,000 apprenticeship program with local businesses. The Keith Campbell Foundation will be tapped for watershed coordinator funding. With all of this activity there will be responsibility, so the Foundation is looking for good directors. Thompson reviewed the fact that Jay Snyder's and Roger Rohrer's terms on the Foundation Board expire on 12/31/2017. Jay Snyder will continue, but Roger Rohrer needs to be replaced with another LCCD Board member. A Director Candidate Profile sheet was provided on page 17 of the mailing.

4. Banquet Committee Report

Chris Thompson referred to the Banquet Report on page 18 of the mailing and noted that significant dollars were raised for the scholarship program. It was noted that the award recipients felt honored to be recognized.

5. Tree Sale Update

Chris Thompson mentioned that a final tree sale report will be included in the next Board mailing but offered a special thanks to Jay Snyder for representing the directors at the tree sale. There were over 580 orders, and several good articles were used in the promotional efforts. Districts statewide are known for their tree sales and Envirothon efforts.

6. Compliance Update

Jeff Hill reported that Lancaster expects to meet the compliance goals as set by DEP. Kate Bresaw has already realized her goal to do 100 inspections. DEP came to Lancaster for an exchange to see how the program could be modified to make it better statewide. In June, DEP will reach its first 90 day deadline for action. There is a data entry backlog for Lancaster. Holly Shaub is being trained to assist with this work, as she is now working four days a week. Chris Thompson reported that DEP plans to launch PracticeKeeper3 (PK3) in July for the Bay counties. Lancaster is using PracticeKeeper2, with plans to migrate over to PK3 sometime this year.

7. E&S Move Update

Nate Kurtz reported that on May 18, there will be a pre-construction meeting for contractors working on the E&S Move Project. The District plans to sign a contract with the contractor, E.G. Stoltzfus, next week. The contractor needs to engage an architect to work on plans to start the permit process. Sonia Wasco moved that Chris Thompson should have signing authority in behalf of the Board to sign any contract related to this project. Jay Snyder seconded the motion. Motion passed unanimously.

8. Amendment to the Bay Technician Agreement

Chris Thompson reported that fencing materials were donated to the District, and a storage unit was needed to hold the supplies temporarily. In order for the storage unit rental payments to be an allowable cost with the Chesapeake Bay Technician program, DEP needed to amend the District's Bay Technician agreement. The Board Chair and Treasurer signatures are needed for the amendment.

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At 8:52 PM, Chairman Meck announced that the District Manager called for an Executive Session, for Board members only, to discuss personnel and office matters. The Executive Session ended at 9:00 PM, after discussing a letter from Secretary Redding, F&H lease renewal details and staffing updates. No actions were taken. The public meeting resumed and was adjourned at 9:15 PM, with a motion from Sonia Wasco and a second from Jay Snyder. Motion passed unanimously.

Gerald M. Heistand
Recording Secretary