

Item II.1

**LANCASTER COUNTY CONSERVATION DISTRICT  
BOARD MEETING MINUTES  
November 1, 2017**

The 789th regularly scheduled Board Meeting of the Lancaster County Conservation District was held on Wednesday, November 1, 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; Robert Shearer, Vice-Chairman; Dan Heller, Treasurer; Herb Kreider, Dick Shellenberger, Jay Snyder, and Sonia Wasco.

**The following Associate Directors were present:** Lisa Graybeal and Robert Wagner.

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

**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 Robert Shearer provided the invocation for the meeting.

There were no guests to be introduced at the meeting.

Chris Thompson announced the following addition to the agenda:

Item III.8 – Center for Dairy Excellence Agreement

An opportunity was given for public comment. Jay Snyder mentioned that this is an historic year, because 500 years ago Martin Luther posted his 95 Theses concerning how the existing church was operating. This was the start of the Protestant Reformation, which changed history.

**Agency Reports**

**1. USDA, NRCS**

Heather Grove, NRCS District Conservationist, reported on a tour that the Lancaster Office hosted for USDA administrative staff from Washington. They visited three different farms in Lancaster County. It did a good job of highlighting the value of the work that is done on the local level.

**2. PA DEP Field Rep Report**

The November 2017 DEP Conservation District Field Rep Talking Points were included in the mailing packet. Chris Thompson referred to the Regional Chapter 102 Listening Session Meetings on page 3 of the mailing. There may be substantial changes to how fees are charged for plan review. On page 5 of the mailing, he highlighted the SRBC Dirt & Gravel Road videos that are worthwhile watching. Today staff were trained on using PracticeKeeper for the new ag inspection module. Plans are to have the Lancaster office transition to the web based version between Christmas and New Year's Day. This will give WorldView time to transfer Lancaster's data to the new platform. Several dates on page 7 of the mailing were highlighted.

**Consent Agenda**

Chairman Ken Meck gave the opportunity for directors to withdraw any of the items from the Consent Agenda in order to have additional discussion. Hearing that there were no other items to be removed, Dick Shellenberger moved to approve the Consent Agenda. Robert Shearer seconded the motion. Motion passed unanimously. The Consent Agenda included the following four items.

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- #1 – Minutes of October 4, 2017 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 took some time to review each of the reserve accounts on the Balance Sheet. The origin of each account was reviewed, as some of the reserve funds are targeted to balance the draft 2018 budget. The treasurer's report will be filed subject to audit.

#### **3. Budget and Finance Committee Report and 2018 Draft Budget**

Dan Heller commented that the draft preliminary budget is the summation of several other budgets. Two copies of the individual sub-budgets were circulated for review. Dan Heller commented that the District finances have a lot of moving parts which the committee considered at their October 31, 2017 meeting. Plans are to bring the 2018 budget back to the Board on December 6<sup>th</sup> for final approval. The Committee reviewed the numbers which point to a \$92,000 deficit, which gives the District a strong case to go to the County Commissioners for additional funding. Chris Thompson reported that he and Gerald plan to meet with the Commissioners the following afternoon. For 9 years, the County allocation was held at \$231,000, and then it was raised to \$250,000 for the current year, 2017. He stated that the \$332,000 in funds being requested are approximately 10% of the District's annual budget, or 62 cents per county resident. The ROI (return on investment) for the District program is \$12 generated for every \$1 received. Gerald Heistand reported that the 2018 budget has one less Ag Technician, a new Clean Water Coordinator, and a new Watershed Assistant.

#### **4. Personnel Committee – Summer Internship Position**

Sonia Wasco reported that each year the Education Department requests to hire a summer intern. If the request is granted to advertise and interview, the proposed candidate will be brought to the Board for final approval. Sonia Wasco moved that permission be granted to the Education Department to advertise for a summer intern. Jay Snyder seconded the motion. Motion passed unanimously.

#### **5. DGR & LVR Committee Report—Contract Amendment**

Herb Kreider reported that the details for the requested Low Volume Road (LVR) contract amendment are in the mailing packet. Herb Kreider moved that the Board approve the Conestoga Township LVR contract amendment to provide an additional \$1,500 for the Rineer Road project. Dick Shellenberger seconded the motion. Motion passed unanimously.

#### **6. Mill Creek Watershed Implementation Plan Amendment**

Matt Kofroth informed the Board that one of the two proposed 2017 Section 319 grants was included in the mailing. Information about the two grants was included in last year's mailing of the August 3, 2016 Board meeting, and the same two grants are now coming to the Board for final approval.

The Mill Creek Watershed Implementation Plan Amendment Update grant is for \$96,600. There was discussion on the value of real time monitoring and details of the type of equipment that will be installed with this grant. Jay Snyder moved to accept and move ahead with this 319 grant as detailed in the mailing. Sonia Wasco seconded the motion. Motion passed unanimously.

The grant not in the mailing packet was the Lancaster County Watershed Implementation Plans: Water Quality Monitoring Program and Expedited Project Design Plans for Local WIPs grant for \$178,585.

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This grant will provide part of the needed funds to support the new Watershed Assistant to continue District work in three targeted watersheds: Mill Creek, Conowingo, and the Conewago Creek watersheds. Jay Snyder moved to approve the second Lancaster County Watershed Implementation Plan grant. Dick Shellenberger seconded the motion. Motion passed unanimously.

### **7. Water Week Sponsor – June 1-9, 2018**

Chris Thompson reported that last year Water Week was held in June. The idea is to help mobilize watershed groups to improve our streams. Of the four levels of sponsorship, the Foundation will provide a sponsorship of \$750. Thompson challenged the Board to match this amount and then report that we will do \$1,000 of in kind match work. There was clarification that this sponsorship would come out of the tree sale fund. Dick Shellenberger moved to sponsor Water Week in the amount of \$750.00. Dan Heller seconded the motion. Motion passed unanimously.

### **8. Center for Dairy Excellence Agreement**

Chris Thompson reported that last year Shelly Dehoff contracted to coordinate six outreach events where farmers are invited to a manure plan writing workshop. For this new contract, Thompson is suggesting that we request the full amount of \$13,200 and add some training for private conservation plan writers. This is sponsored by both the Dairy and Beef industries. Robert Shearer moved to approve the Center for Dairy Excellence grant as it is similar to last year's agreement. Jay Snyder seconded the motion. Motion passed unanimously. Thompson pointed out that this program is different from the DEP program that pays farmers for the cost of plans that are written by private sector companies.

## **Reports/Information**

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

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

- Release from Liability – Pennsylvania Infrastructure Investment Authority (PennVest) – Effective October 11, 2017
- News Article – “Farmers Bring Ag Education to Downtown Central Market” – Lancaster Farming – October 14, 2017
- News Article – “Equipment Apprenticeship Rolled Out During Ag Week” – Lancaster Farming – October 14, 2017
- News Article – “DEP to Pay for 800 Ag Plans for Bay Cleanup” – Lancaster Farming – October 21, 2017
- News Article – “Projects honored for bay efforts - \$16.2M in grants awarded to fund conservation of Chesapeake Bay” – LNP – Sunday, October 22, 2017
- News Article – “Pipeline builder funds improvements to Conestoga community pool, firefighter equipment, welding instruction and STEM education programs” – Lancaster Online – October 24, 2017
- 2016 State of the Bay Report Card & 2016 Annual Report – Chesapeake Bay Foundation
- 2016 Annual Summary Report – PA Dirt, Gravel, and Low-Volume Road Maintenance Program
- Letter from Herr & Low Law Offices – Announcing that Attorney Brad Zuke has joined their firm and additional firm updates. – October 9, 2017
- Phone number extension list for staff

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

Nate Kurtz referred to the E&S handout report and noted that the fees collected are similar or better than what was collected last year. Information about changes with the expiring NPDES permit process has been slow and unorganized. The current push is to get more of the review responsibilities up to DEP in Harrisburg. A listening meeting is planned for Nov. 15. Kurtz was praised for getting the information he knew out in a timely manner.

### **3. PENNVEST Update**

Chris Thompson reported that after six years of working with ElectroCell, the District is now legally separated from the PennVest ElectroCell loan default obligation. There should no longer be any state funding contractor blocks put on our account.

### **Ag Department Update:**

Jeff Hill provided a snapshot of where the Ag department, with 16 current employees, stands relative to the ag goals. Starting with bad news, he shared what he knew about the recent massive manure storage spill to Stehman Run. He reported that of the 400 ag inspections completed over the last Bay Technician cycle, five of the farmers are to the point of receiving Consent Order Agreements from DEP. Of the 60 farms that did not have plans, we are still waiting for the final eight plans that we are expecting to be submitted. The 97 NMP status reviews done this past year are the third highest ever completed by the Lancaster office. The 2,000 acres of conservation planning was low, but the 146 completed BMP designs and the 160 implemented BMPs are good numbers for our size office.

### **Additional Public Comments:**

Sonia Wasco thanked Board members for the get-well card, and reported that her recovery went much better than expected.

Wasco reported that the YCS committee met with the Northern Lancaster County Game and Fish Protective Association about the status of continuing to hold the school on their premises. There was frank discussion, and as a result of the meeting better communication is expected in the future.

Wasco mentioned that the business she operates will close its doors at the Lititz location and move to the Narvon area.

Wasco also reported that the Spotted Lantern Fly has been discovered in Salisbury Township.

Chris Thompson reviewed the dates listed below:

11/2, 1:30 pm – Budget Hearing with County Commissioners

11/10 – Office Closed for Veterans Day

11/16 – Ag Industry Banquet @ Double Tree

11/23-24 – Office Closed for Thanksgiving Holiday

Chairman Ken Meck officially adjourned the meeting at 9:28 PM.

Gerald M. Heistand  
Recording Secretary