

Item II.1

**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
October 4, 2017**

The 788th regularly scheduled Board Meeting of the Lancaster County Conservation District was held on Wednesday, October 4, 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; Herb Kreider, Roger Rohrer, Dick Shellenberger and Jay Snyder.

The following Associate Directors were present: Frank Burkhart, Lisa Graybeal, and Kent Weaver.

The following District Staff were present: Christopher Thompson, District Manager; Gerald Heistand, Business Manager; Jeff Hill, Ag Program Manager; Kevin Seibert, Ag Compliance Coordinator; Nate Kurtz, E&S Program Manager; Greg Heigel and Steve Reiff, Agriculture Conservation Technicians, and Jimmy Fricke, Erosion Control Technician.

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

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

Chris Thompson announced the following additions to Correspondence, News and Updates:

1. Capital RC&D Report
2. Ag Week 2017

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

Agency Reports

1. USDA, NRCS

Heather Grove, NRCS District Conservationist, stated that they are now in the new federal fiscal year, so this report (on pages 1 & 2 of the mailing) is a wrap-up of the past year's activities. The top three candidates have been selected for final interviews for the Soil Conservation Technician vacancy in Lancaster.

2. PA DEP Field Rep Report

The October 2017 DEP Conservation District Field Rep Talking Points were included in the mailing packet. Elwood Blake highlighted the PracticeKeeper License section of the report where 35 districts have identified an "administrator" for the software. Training should start sometime in October. DEP is working on finalizing the ag inspection module, so districts are being asked to hold the paperwork for any inspections done in October. Elwood reported that Jill Whitcomb is working with an Ag E&S workbook. Cost share funding is available for any plans that have been written since January. Jedd Moncavage is the coordinator for this area.

Consent Agenda

Chairman Ken Meck requested that the 2018 Board Meeting Dates item (#5 on Consent Agenda) be removed from Consent Agenda to discuss. Herb Kreider mentioned that he could not vote on the Consent Agenda due to the Scott Kreider plan on the list of Nutrient Management Plans for approval. It was noted that if Kreider did not vote there would not be a quorum, and after discussion Dick Shellenberger moved that the Nutrient Management Plan (NMP) Approval item be lifted from the Consent Agenda, and that an email vote could be conducted. Roger Rohrer seconded the motion. Motion passed unanimously.

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(On the following day, October 5th, 2017, Chairman Meck had an email sent to all directors requesting a response from each individual willing to cast an affirmative vote to approve the NMP part of the Consent Agenda. The following directors responded the same day with an affirmative vote to approve the list of Nutrient Management Plans that were on the Consent Agenda: Dan Heller, Roger Rohrer, Robert Shearer, Dick Shellenberger, Jay Snyder, Sonia Wasco, and Commissioner Craig Lehman.)

Hearing that there were no other items to be removed, Chairman Meck requested a motion to approve the remaining three items on the Consent Agenda. Roger Rohrer moved to approve the Consent Agenda, which included the following items numbered 1, 2 and 4. Dick Shellenberger seconded the motion. Motion passed unanimously.

- #1 – Minutes of September 6, 2017 Board meeting**
- #2 – Technical Assistance Requests/Cancellations**
- #4 – Conservation Plans Acknowledgement**

Additional Business

1. Items removed from Consent Agenda – Board Meeting Dates for 2018

Roger Rohrer moved that the January meeting be set for January 10, 2018, and that an Annual Planning Meeting be held the same day. Herb Kreider seconded the motion. Motion passed unanimously. Chris Thompson reported that he is planning to take a look at a 5-year strategic plan update at that time.

After discussion on the July meeting date, Roger Rohrer moved that the meeting be delayed by one week to July 11, 2018. Herb Kreider seconded the motion. Motion passed unanimously.

2018 Board meeting dates are as follows:

- 1:00 PM - Wednesday, January 10, 2018
- 7:30 PM - Wednesday, February 7, 2018
- 7:30 PM - Wednesday, March 7, 2018
- 7:30 PM - Wednesday, April 4, 2018
- 7:30 PM - Wednesday, May 2, 2018
- 7:30 PM - Wednesday, June 6 2018
- 7:30 PM - Wednesday, July 11, 2018
- 7:30 PM - Wednesday, August 1, 2018
- 7:30 PM - Wednesday, September 5, 2018
- 7:30 PM - Wednesday, October 3, 2018
- 7:30 PM - Wednesday, November 7, 2018
- 7:30 PM - Wednesday, December 5, 2018

2. Treasurer's Report

Gerald Heistand referred to Page 11 of the mailing and highlighted the new Self-Funded Health Insurance bank account listed near the bottom of the report. Since the funds in this account are not available for our use at this time, there is a corresponding Health Insurance Liability Account (#2016 on the second page of the report). Heistand mentioned that the increased total asset funds over the last two months are due mainly to revenue in restricted accounts. Also noted was that this is the second month where the E&S account dropped \$20,000. On the Income and Expense report it was clarified that the \$42,063.57 contingency expense on the E&S column was for moving the E&S department. The treasurer's report will be filed subject to audit.

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3. RC&D Cover Crop Survey

Chris Thompson referred to page 14, where he pointed out that we have assisted Capital RC&D with this project in previous years. A new part of this project is that we will be working in both Lancaster and Chester counties. We will be working with other contractors on the survey. Roger Rohrer moved to participate with this survey again this year. Jay Snyder seconded the motion. Motion passed unanimously.

4. Compliance Team Update

Kevin Seibert reported on behalf of Bob Shearer who was not at the meeting. For John Glick, Little Britain Township, no action is needed from the Board because the permit has been revised and approved. Construction is expected to be completed today.

For Ben Fisher, Paradise Township, all of the BMPs have not been installed. Issues were identified in a 4/22/15 Ag E&S inspection. The spouting is the main issue and there is no cover crop on the tobacco ground. In general, the landowner is one year behind with his implementation of the plan. The committee recommends that the District send this case to DEP for enforcement. Roger Rohrer moved to send the Ben Fisher case to DEP for further action. Herb Kreider seconded the motion. Motion passed unanimously.

On the Sam Miller, Strasburg Township, case, resulting from a 4/1/16 complaint investigation, there is an animal concentrated area that needs attention. The landowner hired a company to get a plan, but it has not been implemented, and the ACA has not been stabilized. The committee suggests that a new Notice of Violation (NOV) be sent out requesting that spouting be installed by December 31, 2017, and that the ACA situation be corrected by April 30, 2018. If either of the two actions are not completed by the due dates stated in the NOV, the Sam Miller case will be forwarded to DEP. Dick Shellenberger moved to accept the recommendation of the Ag Compliance committee for Sam Miller. Roger Rohrer seconded the motion. Motion passed unanimously.

5. Computer Retirement

Gerald Heistand reported that two months ago the District announced that they had a dozen computers that were ready to be retired because they could no longer be used for running programs like PracticeKeeper. The units had been offered for sale to staff and Board members. Six of the towers were not sold. Kefeni Kejela, a fellow NRCS employee, asked the Board to donate these computers to a school in Ethiopia. If the District agreed to release these computers, they would be sent to high schools in remote areas. Dick Shellenberger moved to donate the District's used computers and any other electronic items they could use to Kefeni's group so they can be used in Ethiopia. Herb Kreider seconded the motion. Motion passed unanimously.

6. PACD Resolution Review

Chris Thompson referred to pages 16 and 17 of the mailing to discuss the proposal put forth by the Armstrong District. The underlying idea is that statewide programs such as Ombudsman and PACD training should pull their funding from the 50% split that goes to all districts rather than taking the funds off of the top before the split is made. This will be discussed at the October PACD Regional Director's meeting. A motion to support the resolution died due to the lack of a second.

Reports/Information

1. Correspondence, News and Updates

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

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- Copy of Letter to Lancaster County Legislators – from LCCD –concern about the transfer of funds from the Conservation District Fund, Farmland Preservation and the Environmental Stewardship Fund. – September 8, 2017
- Copy of Letter to Senators Aument and Martin – from LCCD –concern about the transfer of funds from the Conservation District Fund and the Environmental Stewardship Fund to help balance the state’s 2017/18 budget. – September 14, 2017
- News Article – “GOP budget stopgap would hurt county farms” – by Karen Martynick – Special to LNP – September 8, 2017
- News Article – “Raiding preservation funding is not a solution to state budget deficit” – by Philip R. Wenger – Special to LNP – September 8, 2017
- News Article – “Stopgap budget plan will hamper environmental work” – by Christopher Thompson – Special to LNP – September 18, 2017
- News Article – “Groundwork Needed to Meet Bay Cleanup Goals” – Lancaster Farming – September 23, 2017
- News Article – “Report Highlights Farm Manure Pollution in Four Counties” – Lancaster Farming – September 23, 2017
- News Article – “Legislators Shouldn’t Raid Ag, Conservation Funds” – Commentary/Opinion - Lancaster Farming – September 23, 2017
- News Article – “Back to School Should Mean Back to Flavor” – by Lisa Graybeal – Lancaster Farming – September 23, 2017
- Capital RC&D Report – Program Highlights, list of current projects, and 2017 Annual Report
- Ag Week 2017 – Oct. 7-14 / Celebrating Lancaster County Agriculture – publication by Lancaster Farming and LNP
- SWAT Agreement Update – Chris Thompson updated the Board on the SWAT agreement which used to be 75% NRCS and 25% DEP funded. DEP decided to not participate as of July 1st, so NRCS will contract through PACD. The new agreement with NRCS will pay for 75% of actual salary and salary related benefits and none of the administrative overhead. Chris has been searching for funding to fill this deficit. The bottom line is that the District now needs to contribute nearly 40% of the cost of 2 positions where they are working 100% on NRCS projects.

2. E&S/NPDES Monthly Projects Report

Nate Kurtz referred to the E&S report in the handout where there has been a slight decrease in income; however, the number of plans is not declining. The E&S department has settled into their new space, which they did to provide space for other staff that are expected to come to the District. Some changes are expected with the NPDES permit. The Atlantic Sunrise project expects to break ground this week. Chris Thompson reported that he has reminded staff that they must remain neutral when discussing pipeline projects and identified as someone with District connections.

3. NFWF – Lancaster Clean Water Partner Award Update

Chris Thompson reported that the Conservation Foundation’s PA in The Balance – Lancaster Focus proposal has been awarded with \$750,000. Grant details are listed in page 20 of the mailing. The focus is to strategically focus cleanup efforts of impaired streams of Lancaster County. NFWF plans to make a public announcement in PA in the near future. The Clean Water Partners are currently in the interview process to identify a coordinator to work with this grant. There are 45 plus stakeholders and watershed groups that will be working with this grant.

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4. Proposed Legislation to Revise Act 38

Representative Zimmerman has proposed legislation where if a Nutrient Management Plan is not acted on within 90 days, it will be deemed approved (no extension allowed). LCCD staff reported on discussion they are having with Representative Zimmerman and PA Farm Bureau to discourage the need and pursuit of this legislation.

5. 2017 Ag Industry Banquet

The 2017 Agriculture Industry Banquet will be held at the Doubletree Resort by Hilton in Willow Street on Thursday, November 16, from 5:15 pm – 9 pm. A clipboard sign-up sheet was circulated for directors to sign up to attend the banquet.

6. Ag Week Update

Lisa Graybeal reported that Ag Week would start at Central Market on Saturday, October 7th. On Tuesday, DEP expects to announce the new apprenticeship program to get youth to consider technical careers in agriculture. The theme of Ag Week is to “thank a farmer”. The emphasis is to educate the public about agriculture.

Chris Thompson reviewed several dates, and invited Board members to join staff at a team building tree planting activity on Wednesday, October 11.

Additional Public Comment:

Lisa Graybeal mentioned that there should be four billboards around the County advertising Ag Week, and Elwood Blake mentioned that he saw one.

7. Executive Session – Personnel Committee Updates

At 9:08 PM, Chairman Meck adjourned the meeting into Executive Session, to receive/discuss a Personnel Committee report.

Chairman Meck called the meeting back to order at 9:24 PM. No additional actions requested.

Chairman Ken Meck officially adjourned the meeting at 9:25 PM.

Gerald M. Heistand
Recording Secretary