

Item II.1
**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
June 2, 2021**

The 830th regularly scheduled Board Meeting of the Lancaster County Conservation District (LCCD) was held in person at the Farm and Home Center for Directors and also via Zoom Call-In on Wednesday, June 2, 2021, at 7:30PM.

The following Directors were present: Daniel Heller, Chairman; Herb Kreider, Kent Weaver, Treasurer; Roger Rohrer, Jay Snyder, Ken Meck, Sonia Wasco and Commissioner D'Agostino.

The following Associate Directors were present: Greg Strausser and Lisa Graybeal.

The following District Staff were present: Christopher Thompson, Gerald Heistand, Kevin Lutz, Rich Snyder, Kent Bitting, Matt Kofroth, Sallie Gregory, Maddie Klein, Kevin Seibert, Adam Stern and Suzanne Kopp.

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

The following guests were present: None

Chairman Dan Heller called the meeting to order at 7:40 p.m. Dan welcomed everyone and asked if there were any introductions to be made – Chris Thompson introduced Ag Tech Maddie Klein. Adam Stern wanted everyone to know that the meeting was being recorded.

Kent Weaver provided the invocation for the meeting.

Additions to the Agenda: Chris Thompson stated there are two additions to the agenda. The first is an action item CDFAP application and the second item is a Pension Committee report that will be a verbal report.

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

I. Agency Reports

1. USDA, NRCS

Heather Grove offered no additions to the written report this month. No questions were raised.

2. PA DEP Field Rep Report

Chris Thompson highlighted the new S.C.C. policy and procedures on page 4 of the board report. It was approved that you must wait 3 years after your termination or retirement before you can be appointed to serve as a member of the LCCD board.

There is public comment being made on the TMDL on the DEP website and Chris will send a link to anyone who would like to read more about it.

II. 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. Hearing none, Herb Kreider moved to approve the Consent Agenda which included items numbered one through four. Sonia Wasco seconded the motion. (Jay Snyder noted a spelling correction to the May minutes that was fixed). The vote was taken and the motion passed unanimously.

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The Consent Agenda includes the following approved items.

- #1 – Minutes of May 5, 2021 Board meeting**
- #2 – Technical Assistance Requests/Cancellations**
- #3 – Nutrient Management Plan Approvals**
- #4 – Conservation Plan Acknowledgement**

III. Additional Business

1. Items removed from Consent Agenda

There were no items removed from the Consent Agenda.

2. Treasures Report

Gerald Heistand reported on the Balance Sheet and the assets are down about \$150,000 and the general account dropped by \$100,000. Tree fundraiser account has \$43,000 profit – this is unassigned money. The income expense account the net income shows we spent a half million more than what we brought in at this point.

3. Personnel Committee Report

Sonia Wasco reported that Britton Hartzok is being recommended for Kevin Lutz's replacement as an Ag Technician.

Sonia then reported that the personnel committee is looking for approval of the job description for the Grant Administrator job.

Sonia made a motion to hire Britton Hartzok as the new Ag Tech and to begin the process to create a new position of a Grants Administrator. Roger Rohrer seconded the motion. Motion passed unanimously.

Sonia reported on the Employee Policy Manual and that it will be presented to be approved at the next board meeting after directors have a chance to review the electronic version of the manual.

Jay Snyder requested that a red-line version be sent out to directors to review, so that changes could be reviewed easily by the directors.

Amanda Grube will be starting on Monday, June 7, 2021 – her hiring was approved a few months ago by the Board.

4. Conservation Excellence Projects

Kent Bitting reported that we have one application, this month, that was reviewed by staff. The application meets all criteria of the Grant. Kent Bitting and Kevin Lutz recommend approval of the Jeffrey Balmer application for CEG Funding in the amount of \$74,187.00. This is the amount that exceeds the PENNVEST funding that was received for this project. Total project estimated cost is \$519,811.00.

Ken Meck moved to approve the CEG funding for Jeffery Balmer in the amount of \$74,187.00. Kent Weaver seconded the motion. Motion passed unanimously.

5. E&S Committee Report

Jay Snyder stated that the committee notes were all communicated to the Board in the day of packet.

Rich Snyder reported that items 4, 5, 6 and 7 need action from the Board to approve recommendations. Stauffer CAP/Enforcement – if he does not comply with the guidelines sent in the enforcement an increase in both the penalty and LCCD cost recovery is recommended.

Staff are tracking enforcement for the following projects:

- Horseshoe Real Estate
- Spring Meadow Dairy Farm
- Tamarack/Spread Eagle MHP.

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The E&S Committee is recommending to take the next step in the process to go to enforcement. Ken Meck moved to take actions, as recommended by the E&S Committee. Kent Weaver seconded the motion. Motion passed unanimously.

6. CDFAP Funding

Gerald Heistand reported that the CDFAP Funding is the longest standing funding that we have at the District. This funding partially supports the District Manager, the 1st E&S Tech and the ACT position salaries.

Gerald is proposing to handle the distribution of these fund as we have done in the past and is requesting Board approval to proceed in this manner.

Roger Rohrer moved to accept the recommendation to use the CDFAP Funding as stated. Sonia Wasco seconded the motion. Motion passed unanimously.

IV. Reports/Information

1. Correspondence, News and Updates

- News Article – Summer Program – Lancaster Newspaper – Friday, May 28, 2021.

2. E&S/NPDES Monthly Projects Report

Rich Snyder reported that we had less than 20 plans received this month. The amount of revenue was significantly higher due to larger projects received for two separate large rental housing units being constructed.

3. Tree Sale Report

Sallie Gregory reported that we had a successful tree sale this year. Sallie wanted to thank the Tree Sale Committee for all their hard work along with other staff members that helped out on the day of pick up.

Matt Kofroth stated that it was hard to find nurseries to supply the trees and plants this year, stating it was more of a challenge this year than in prior years.

4. PACD Regional Director Meeting Report

Chris Thompson listed the dates of the virtual PACD Committee meetings between July 8, 2021 and 22, 2021 and July 29, 2021 is the Executive Council meeting. Registration is required to attend these virtual meetings.

5. Scholarship Committee Report

Gerald Heistand reported that we will be offering three \$1,000 scholarships this year to the following students: Andrew Rajavatnam, Manheim Central High School; Lilly Heilshoun, Hempfield High School; Paige Marie Flinchbaugh, Penn Manor High School.

6. Conservation Education Envirothon Report

Sallie Gregory hopes to have the traditional Envirothon back by the year 2022 at the Lancaster County Central Park. Great videos and resources from this year's 2021 Envirothon are on our district website and she encourages all to go on and look at them. Lancaster County placed 7th in the Pennsylvania Envirothon.

7. Pension Report

Gerald Heistand reported that Fulton Financial's Amy White is our biggest asset to help employees with their retirement portfolios and decisions that need to be made.

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Sonia Wasco stated that one of our accounts is being closely monitored because it is currently under performing and it will be watched for one month and a decision will then be made after that time as to whether to move to a new account or remain the same.

Next Wednesday Tanya Ferguson from Fulton Financial will present at the staff meeting and the employees can choose a private one-on-one meeting afterwards to individually view their own accounts.

Additional Public Comment:

Water-Week is being held from June 4, 2021 through June 12, 2021

Conservation Foundation meeting will be held on June 9, 2021. (July meeting is being cancelled).

The manure injector project will hold a public unveiling on July 15, 2021

Family Farm days have moved to the last week of September 2021.

Sallie Gregory announced that The Conservation School this Summer will be held July 26, 2021 through July 30, 2021 – two days will be virtual and three days will be in person.

Meeting Adjourned

Chairman Heller officially adjourned the meeting at 9:10pm.

Suzanne Kopp
Recording Secretary