

Item II.1
**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
July 7, 2021**

The 831st 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, July 7, 2021, at 7:30PM.

The following Directors were present: Daniel Heller, Herb Kreider, Kent Weaver, Jay Snyder, Ken Meck, Sonia Wasco and Commissioner D’Agostino.

The following Associate Directors were present: Greg Strausser and Deb Seibert.

The following District Staff were present: Christopher Thompson, Gerald Heistand, Kevin Lutz, Rich Snyder, Kent Bitting, Matt Kofroth, Sallie Gregory, Kevin Seibert, Amanda Goldsmith, Amanda Grube, Britton Hartzok, 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 7:30 p.m. Dan welcomed everyone and asked if there were any introductions to be made – Kevin Lutz introduced the two new Ag Technicians; Amanda Grube and Britton Hartzok. Adam Stern reminded everyone that the meeting was being recorded. Sonia Wasco stated that she was on a safari to Zambia and that she will be speaking about her trip with a clean water theme at the Conservation School next week. Dan Heller stated that he was out West and remarked how blessed we are in this area with our ample water supply.

Herb Kreider provided the invocation for the meeting.

Additions to the Agenda: Chris Thompson stated there are two additions to the agenda:

1. The SLF proposal
2. The draft version of the Employee Manual.

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

I. Agency Reports

1. USDA, NRCS

Heather Grove reported that there were no additions to the NRCS report. Heather did give an update on how NRCS plans to phase the staff back into the office – they are waiting for instructions from the State office. At this point, staff are on a rotating office schedule and working remotely until October 2021.

2. PA DEP Field Rep Report

Chris Thompson reviewed highlights from the DEP Field Notes: Policies and Procedures for the Nutrient and Manure Management agreement are being reviewed and revised. Lancaster Board of Directors are being asked to let Chris know if they are willing to be part of that Nutrient and Manure Management review committee.

Item II.1

Chris asked the Board if they want to continue to offer the Zoom meeting option for future Board meetings. The Directors agree to continue to offer the option of Zoom Board meetings.

MEB (Most Effective Basin) is a term you will be hearing in the coming months. A grant cycle has opened up in PA and Chris expects there will be several interested partners applying.

PACD Annual Conference will be held virtually on several dates listed in the packet. The meeting is free of charge this year and Chris is encouraging everyone to attend.

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. Ken Meck seconded the motion. The vote was taken and the motion passed unanimously.

The Consent Agenda includes the following approved items.

- #1 – Minutes of June 2, 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 that half a million dollars was added in grants money to the restricted accounts which means there are additional responsibilities to spend it appropriately under the restricted accounts guidelines.

General Operations funds are over \$600,000. E&S has an extra \$82,000 compared to last month.

DGR/LVR funds are slowly decreasing as work is being done on the ground.

The Income and Expense report is in good standing this month.

3. Personnel Committee Report

Sonia Wasco moved to advertise for a new full-time E&S Technician position. Herb Kreider seconded the motion. Motion passed unanimously.

Sonia reported on the 12 paid holidays and reminded the directors that it was approved in 2013 to give the employees Christmas Eve. off instead of Columbus Day.

Dan Heller asked if there were any comments on the Employee Manual. A few questions about FLSA Classification of staff were raised and edits were suggested. Chris stated that we can table the approval of the Employee Manual until next month pending review and revisions that need to be made.

4. Ag Program Grants and Agreements

Kevin Lutz reported that they reviewed the Chesapeake Bay Tech Agreement – requesting funding for three technicians for a total of \$196,650. The Chesapeake Bay Engineering Contract is requesting funding in the amount of \$165,500. The Ag Conservation Tech ACT Funding is requesting funding in the amount of \$16,225.

Jay Snyder moved to accept the Ag Program Grants and Agreements as presented. Kent Weaver seconded the motion. Motion passed unanimously.

Item II.1

5. Dirt and Gravel Road Report

Matt Kofroth reported that Martic Township has requested to amend their 2021 DGR contract for Horse Hollow Road. Due to material cost increase they are requesting 20% in additional funds in the amount of \$13,240.00 from the QAB for project over runs. Ken Meck moved to approve the amended amount. Herb Kreider seconded the motion. Motion passed unanimously.

6. Conservation Excellence Projects

Kent Bitting stated that there are four applications being presented for approval that have been reviewed by district staff and are ready for board action. Total project cost is \$57,099.49 and the funding being requesting is \$42,824.62. A. Martin - \$8,027.00, J. King - \$18,629.00, M. Buckwalter - \$5,325.00 and J. Wolgemuth - \$10,843.00.

Sonia Wasco moved to approve the funding for the four applications being presented. Ken Meck seconded the motion. Motion passed unanimously.

7. Growing Greener Grant Approval

Matt Kofroth reported that the Watershed Program wrote and submitted a Growing Greener Grant. The amount of the grant is \$426,000. The grant would pay for a three-year position to hire a Data Management Coordinator. Sonia Wasco motioned to approve as stated. Jay Snyder seconded the motion. Motion passed unanimously.

8. Spotted Lantern Fly Control Program Grant Application and Acknowledgement

Sallie Gregory reported that the Spotted Lantern Fly Control Program grant would help pay for the supplies and administrative costs for the SLF Program. The total grant request is for \$6,500. Herb Kreider moved to approve this grant application and acknowledgment. Kent Weaver seconded the motion. Motion passed unanimously.

IV. Reports/Information

1. Correspondence, News and Updates

- **Correspondence** – William Kahler, Chairman – June 23, 2021. State Envirothon – Annual Appeal.
- **Executive Summary** – Lancaster Farmland Trust – State of Farmland Preservation in Lancaster County – 2021.
- **Annual Report** – National Association of Conservation Districts – 2020.
- **Annual Report** – Lancaster County Conservation District – 2020.

2. E&S/NPDES Monthly Projects Report:

Rich Snyder reported that the E&S department had a very large number of incoming plans, as well as, 22 complaints for the month of June.

3. Youth Conservation School Update:

Sallie Gregory reported that Conservation School will not be held the same as other years because this year some of the days will be held virtually. It will be held July 26-30, 2021. 19 students are currently enrolled to attend.

4. Chesapeake Bay Compliance Program Update:

Kevin Seibert reported that the compliance program did not hit their goal of 300 inspections set by the DEP this year because of Covid restriction and the loss of 2/3 of the Compliance Team. 180 compliance visits have been made as of June 25, 2021.

Item II.1

5. EV Charging Station:

Gerald Heistand reported that Administration is researching what it would take to transition towards a green vehicle fleet. The first step in the process is looking into the possibility of an EV vehicle charging station. At this point, there is an incentive of recouping 60% to 80% of the total cost of installing a charging station through an available grant. That will be a lessened percentage the longer we wait, as more places put in the charging stations the incentives will decrease. Chris Thompson stated that our mission statement states that we are to be leaders in conservation in the county, and converting to electric fleet cars is one way to do this. Chris is requesting that the Board give the approval to continue to move forward to look into grants to underwrite the cost of installing the charging stations and to make a formal request to the Farm and Home Center Board to approve putting in the charging stations. The Board agreed to move forward with this project.

6. ARAC Funding:

Chairman Heller reviewed with the directors a letter of support drafted by Kevin Seibert for the City of Lancaster's pursuit of using ARAC Funds to pay for separating the combined stormwater system. The Board of Directors agreed to continuing pursuing the effort.

Additional Public Comment:

No additional public comments.

Meeting Adjourned

Chairman Heller officially adjourned the meeting at 9:26pm.

Suzanne Kopp
Recording Secretary