

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

The 833rd regularly scheduled Board Meeting of the Lancaster County Conservation District (LCCD) was held via Zoom Call-In on Wednesday, September 1, 2021, at 7:30PM.

The following Directors were present: Daniel Heller, Herb Kreider, Jay Snyder, Ken Meck, Bob Shearer, Sonia Wasco and Commissioner D'Agostino.

The following Associate Directors were present: None present.

The following District Staff were present: Christopher Thompson, Gerald Heistand, Kevin Lutz, Rich Snyder, Kevin Seibert, Kent Bitting, Matt Kofroth, Sallie Gregory, Dennis Eby, Greg Heigel, Holly Shaub, Nate Straw, Adam Stern and Suzanne Kopp.

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

The following guests were present: None present.

Chairman Dan Heller called the meeting to order at 7:40 p.m. Dan welcomed everyone and thanked Sonia for her presentation of the safari that she presented prior to the Board meeting. Adam Stern reminded everyone that the meeting was being recorded.

Dan Heller (in Roger Rohrer's absence) provided the invocation for the meeting.

Additions to the Agenda: Chris Thompson stated there were no additions to the agenda.

An opportunity was given for public comment: Bob Shearer commented that he was out driving around during the 6 inches of rain we received and he witnessed it running relatively clean and clear off of the fields in the county.

I. Agency Reports

1. USDA, NRCS

Heather Grove reported that there were no additions to the NRCS report.

2. PA DEP Field Rep Report

Chris Thompson reported that there were no additions to the report. If anyone has questions on the report provided please contact Chris Thompson directly.

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. Sonia Wasco made a correction to the Minutes from the August meeting – stating that on page 5 of the minutes – it should read Elizabeth Farms not Elizabeth Karns. Hearing no withdraws from the Consent Agenda, Sonia Wasco moved to approve the

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Consent Agenda which included items numbered one through four. Bob Shearer seconded the motion. The vote was taken and the motion passed unanimously.

The Consent Agenda includes the following approved items.

- #1 – Minutes of August 4, 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 that there is less than a 1% change in total assets for the month. The E&S account increased \$34,000 this month. The Income and Expense General Operations is down \$90,000. Dollars over budget is approximately over one million dollars due to grants. If we want to meet budget for the 2021 year, then the grants must be spent by the end of 2021.

Chris Thompson stated that we have over a year to spend the million dollars in grants before the State requests the money back.

Kevin Seibert questioned the Bay Program funding that pays for three Ag Technicians. Gerald stated that we are receiving money to pay for three Ag Techs.

3. Personnel Committee Report

Sonia Wasco stated that there is a new hire request. Two new E&S candidates are being brought before the Board for approval. Kaylyn Gordon and Alexandra Flurry. The first day of hire would be September 13, 2021 if approved by the Board.

The second item is the Employee Manual – the edits still need to be made to the manual so we are tabling this until next month.

Sonia stated that there was a meeting August 17, 2021 of the Personnel Committee and the status on all employees was covered, as well as, expected changes to employee's status over the next year and reviewing the holiday schedule. Salaries were reviewed along with retirement benefits. They reviewed Paragon as a third-party consulting firm and the job they are doing for us as an HR service.

Sonia Wasco moved to approve the two action items as presented from the Personnel Committee Report. Herb Kreider seconded the motion. Motion passed unanimously.

Sonia also updated the Board about an active case of Covid-19 in the LCCD offices. Sonia reported that on Friday morning Chris Thompson tested positive for the virus and that two other employees had also tested positive. Sonia thanked members of the Operations Team for working together to close the office and send staff home to work until Sept 7th.

Sonia said she would entertain any questions or concerns.

Kevin Seibert voiced a concern to the BOD stating that we have rules we were supposed to follow for this virus and they were not followed by the person responsible for enforcing those rules. Kevin

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specifically cited that Chris came into the office sick for 3 days and then on the 4th morning, Friday Aug 27th, he went to be tested for Covid. After going for the test Chris came back into the office and possibly infected even more employees. Later that morning, after receiving results that he tested positive, Chris left the office to quarantine at home. He activated the Administrator In Charge (AIC) schedule, but he did not instruct them to close the office. On Monday morning staff showed up at work, but as the Operations Team learned of someone else testing positive, they decided to close the office and send everyone home to work. Kevin stated he felt this was an absolute failure the way this was handled.

Chris acknowledged that he misjudged his symptoms and said he was wrong to come to work while sick and wrong to hold everyone else in the District to a higher standard than he held himself and for that he was sorry.

Sonia responded that lessons were learned and corrective actions will be taken.

4. Low Volume Road Quality Assurance Board Report

The Low Volume Road Quality Assurance Board met prior to the September 1st 2021 Board meeting to review 5 potential Low Volume Road applications submitted by local municipalities. Over \$160,000 was requested by 3 municipalities. The Lancaster County Dirt & Gravel/Low Volume Road Board has approximately \$200,000 to allocate for local projects this year. The QAB would recommend awarding contracts to the following municipalities for their Low Volume Road Projects. Providence Township on Snyder Hollow Road North - \$11,194; Salisbury Township on Mount Zion Road - \$18,444; and City of Lancaster on Landis Drive - \$92,905. The QAB also approved a \$4,000 contract amendment for Christiana Borough's Dorinda Drive project. Herb Kreider moved to approve as presented. Jay Snyder seconded the motion. Motion passed unanimously.

5. Ag Conservation Excellence Program

Kent Bitting reported there are currently four applications that have been reviewed by District staff and are ready for Board action. It is being recommended that a positive action for approving \$288,813.70 worth of CEG funding for the four applications. Project total costs are \$381,252.65 for conservation practices and the funding being requested is \$288,813.70. Robert Sensenig of Little Britain Township - \$10,734.24; John Beiler of Colerain Township - \$97,952.47; Kenneth Martin of East Drumore Township - \$176,238.00; and John Espenshade of Manor Township - \$3,888.99. Herb Kreider moved to approve the CEG funding as presented. Sonia Wasco seconded the motion. Motion passed unanimously.

6. PennVest Resolution/Levi & Barbie Fisher

Chris Thompson reported that action was already taken last month for the Fisher BMP project totaling \$321,351.00, however, the total was amended to \$402,880.00 which will need Board approval. Ken Meck moved to approve as presented. Sonia Wasco seconded the motion. Motion passed unanimously.

7. Ombudsman Agreement

Chris Thompson reported that the contract had been submitted for the Ombudsman program. Contracts and deliverables remained the same. Jay Snyder moved to approve as presented. Bob Shearer seconded the motion. Motion passed unanimously.

8. NRCS SWAT Agreement

Chris Thompson reported that the SWAT Agreement with NRCS had been submitted. Deliverables remained the same and the amount included a COLA increase. Jay Snyder moved to approve as presented. Bob Shearer seconded the motion. Motion passed unanimously.

IV. Reports/Information

1. Correspondence, News and Updates

- **Recognition** – Commonwealth of PA Department of Agriculture – A Certificate of Recognition Award – 2020 to celebrate Lancaster Conservation Districts 70th anniversary.
- **Correspondence** – Lancaster County Soil Conservation District – Welcome Letter – August 9, 1962 was circulated. The “new corporation” letter was signed by Amos Funk and identified the county had more than 8,000 farms.

2. E&S/NPDES Monthly Projects Report:

Rich Snyder reported that the E&S department is averaging 30 to 35 new plans per month.

Rich thanked the Board for their support of the Jay Stauffer case. Jay Stauffer showed up and settled his enforcement the day after the August Board meeting. All documents are now signed and checks were submitted.

Rich also stated that the new copier was received and installed in the E&S Department today.

3. Fiddle Creek Project Update

Matt Kofroth reported that this Multifunctional Riparian Buffer project is being wrapped up. Matt showed slides of the 3,000 trees and shrubs that were planted on the project.

Sonia Wasco stated that PACD has grant money available to apply towards similar buffers on farms, so if anyone knows of someone who could benefit from buffers on their property, ask them to get in touch with PACD to apply for the available grant money.

4. Conservation Foundation Report

Jay Snyder reported that it is time for transition. The Consortium and the Clean Water Partners are doing similar things so they will be combining the two groups together and will be making up a new team called Storm Water Action Team.

5. Scholarship Auction Update

The scholarship auction went very well. There were 76 bids made and \$1,207 was raised from the bids, in addition to two cash donations that were made for a total of \$1,407 to go towards the Scholarship fund.

Additional Public Comment:

Dan Heller sends well wishes for good health to everyone and hopes everyone is soon feeling better and that all will test negative to Covid.

Meeting Adjourned:

Chairman Heller officially adjourned the meeting at 8:45pm.

Suzanne Kopp
Recording Secretary