

**-LANCASTER COUNTY CONSERVATION DISTRICT  
BOARD MEETING MINUTES  
February 1, 2023**

The 849<sup>th</sup> 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 February 1, 2023 at 1:00PM.

**The following Directors were present:** Daniel Heller, Chairman; Herb Kreider, Jay Snyder, Bob Shearer, Sonia Wasco, Kent Weaver, Bob Wagner, Ken Meck, Roger Rohrer, Dale Herr Jr. and Commissioner John Trescot.

**The following Associate Directors were present:** Jennifer Engle.

**The following District Staff were present:** Christopher Thompson, Kevin Lutz, Kent Bitting, Sallie Gregory, Emma Findeisen, Ben Seldomridge, Matt Kofroth, Steve Wyld, Kaylyn Gordon, Alex Flurry, Holly Shaub, Samantha Adams, Tyler Keefer, Adam Hartz, Amanda Goldsmith, Andrew Pauls-Thomas, Brady Bosworth, Elisabeth Martin, Greg Heigel, Jim Saltsman, Kevin Seibert, Jason Reuter, Steve Reiff, Shelly Dehoff, Noelle LaFaver, Laura Brodbar, Ryan Riebling, Stacey Hertz, Amanda Goldsmith, Adam Stern and Suzanne Kopp.

**The following Cooperating Agency representative was present:** Lauren Shaffer, DEP Field Representative,

Dan Heller called the meeting to order at 1:00p.m. Dan welcomed everyone both in person and on Zoom. Adam Stern reminded everyone that the meeting was being recorded.

Bob Shearer provided the invocation for the meeting.

**Introductions:** Chris Thompson recognized all staff that were in attendance. Chris introduced Lauren Shaffer as the new DEP Field Representative, Officer Schmidt from Fish and Boat and the two Director Emeritus in attendance Bob Wagner and Ken Meck.

**Additions to the Agenda:** no additions.

**An opportunity was given for public comment:** Roger Rohrer stated that Avian influenza was positive on a duck farm in Clay Township near Middle Creek. Roger reminded everyone to be practicing good bio-security when visiting poultry farms.

### **I. Reorganization of the Board**

#### **1. 2023 Appointment to the BOD**

Commissioner John Trescot administered the oath of office to re-appoint Roger Rohrer as a Farmer Director and Kent Weaver as a Public Director. Their terms will expire on December 31, 2027. Commissioner Trescot has been appointed as the Commissioner Representative which is renewed annually and his term will expire on December 31, 2023.

#### **2. Election of Officers**

The following slate of officer candidates were put forward for the BOD approval:

- Chairman – Dan Heller
- Vice Chairman – Sonia Wasco
- BOD Secretary/Treasurer – Kent Weaver
- Recording Secretary – Suzanne Kopp

Roger Rohrer moved to affirm and close the ballot as slated. John Trescot seconded the motion. Dan Hell, Sonia Wasco and Kent Weaver abstained from the vote due to being on the ballot. Motion passed unanimously.

### **3. Associate Directors Appointments**

The following slate of Associate Directors were put forward for the BOD approval:

- Lisa Graybeal (reappointment)
- Justin Welk (reappointment)
- Jennifer Engle

Jay Snyder moved to affirm and close the ballot as slated. Sonia Wasco seconded the motion. Motion passed unanimously.

### **4. Check Signers for LCCD Accounts**

The following slate of Check Signers for the Lancaster Conservation District are put forward for the BOD approval:

- Kent Weaver – Treasurer
- Roger Rohrer – Director
- Christopher Thompson – District Manager
- Matthew Kofroth – Acting-Assistant Manager

Dale Herr moved to affirm and close the ballot as slated. Sonia Wasco seconded the motion. Kent Weaver and Roger Rohrer abstained from the vote due to being on the ballot. Motion passed unanimously.

### **5. Election of PACD Voting Delegates**

The following slate of PACD Voting Delegates are put forward for the BOD approval:

- Sonia Wasco – Voting Delegate
- Christopher Thompson – Alternate Voting Delegate
- Matthew Kofroth – Alternate Voting Delegate

Dale Herr moved to affirm the slate of PACD Delegates as stated. Roger Rohrer seconded the motion. Sonia Wasco abstained from the vote due to being on the ballot. Motion passed unanimously.

## **II. Agency Reports**

### **1. USDA, NRCS**

Chris Thompson reported in Heather Groves absence that there are no additions to the submitted report in the board packet.

### **2. PA DEP Field Rep Report**

Lauren Shaffer highlighted points on the submitted report in the Board packet – but emphasized two things of importance as follows:

- The Statement of Financial Interests forms need to be signed and filed with the Conservation District by the deadline of May 1, 2023. They must be filled out by each director and staff member. Chris Thompson added that the LCCD Deadline to have the forms submitted will be March 30, 2023.
- CliftonStrengths assessments launched by Building for Tomorrow – district staff will be required to take the CliftonStrengths assessment in 2023. Chris Thompson added that all staff will be receiving an email to take this assessment shortly.

## **II. Consent Agenda**

Chairman Daniel Heller gave the opportunity for Directors to withdraw any of the items from the Consent Agenda in order to have additional discussion. Hearing none he requested a motion to approve the agenda.

Commissioner Trescot moved to approve the Consent Agenda as presented. Bob Shearer seconded the motion. Motion passed unanimously.

The Consent Agenda includes the following approved items.

- #1 – Minutes of January 4, 2022 Board meeting.
- #2 – Technical Assistance Requests/Cancellations
- #3 – Nutrient Management Plan Approvals
- #4 – Conservation Plan Acknowledgement
- #5 – List of LCCD Memberships

**Requests for Nutrient Management Plan Approval (Lutz)**  
**January 2023 Activity**  
**February 1, 2023 Board Meeting**

The plans are for the following operations:

OWNER	TOWNSHIP	OPERATION	DESIGNATION	AEU's/ACRE	REVIEWER	PLAN#
Karl G. Martin	Brecknock	Broiler	CAO	43.45	Heigel	326
Ben Stoltzfus Jr.	Caernarvon	Dairy	CAO	2.82	Seldomridge	1579

**III. Additional Business**

**1. Items removed from Agenda**

None removed.

**2. Treasurer's Report**

Stacey Hertz highlighted the third and fourth quarters funds of 2022 and stated that there are still outstanding funds that we have not yet received from State Programs and that is the reason for the large differences on the Income and Expense report to date.

**3. Personnel Committee Report**

Sonia Wasco reported that the Interview Committee interviewed several candidates for the open E&S Technician position. The Interview team selected Rachel DiRosato to present before the Board for approval. Rachel's start date will be February 6, 2023.

Sonya Wasco moved to approve hiring Rachel DiRosato as the new E&S Technician. Herb Kreider seconded the motion. Motion passed unanimously.

**4. CAP Funding – Project List**

Kevin Lutz reported that there is one application submitted through the CAP Coordinator by a private consultant, Mowery Environmental LLC. CAP Funds requested are \$137,587.30 for John K Kauffman in Colerain Township for multiple BMP's.

Roger Rohrer moved to approve CAP Funding for John Kauffman as stated. Dale Herr seconded the motion. Motion passed unanimously.

**5. ACAP Update**

Kent Bitting provided an update that on January 24, 2023 the SCC approved a buffer/setback policy. The new policy states that when a buffer is required by the applicant's Ag E&S plan, conservation plan, nutrient management plan or manure management plan any ACAP applicant receiving funding for an animal waste storage BMP or heavy use protection area BMP, must, as a condition of the ACAP contract, agree to install and maintain an average 35' setback from streams to ensure that livestock do not have unrestricted access to these streams. This is a change from the original policy that a buffer would have been required to be installed on all projects.

**6. 2023 Water Week Sponsorship**

Matt Kofroth reported the Conservancy is asking the LCCD to be a sponsor of the week long 2023 Water Week in the amount of \$2,500 with half of that being District Staff time working Water Week events like tree plantings, Watershed Expos and stream cleanup events. The remaining \$1,250 would be shared between the District and Conservation Foundation.

Jay Snyder moved to approve the sponsorship as stated. Roger Rohrer seconded the motion. Motion passed unanimously.

#### **IV. Reports/Information**

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

Matt Kofroth shared that PennDOT is naming a bridge after Ken Depoe and asked that board members to consider attend the event in April 2023.

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

Adam Stern reported that there were no additions to the reports that were submitted in the Board packet. Adam did highlight a PPL pole replacement project in Elizabeth Township that will be crossing High-Quality Watersheds. Adam also highlighted 283 Commerce Center Building #1 which is a project with 1 million square feet, which equals approximately 25 acres, for a commercial warehouse. DEP has been in contact about this project since it is a high public profile project.

Adam also reported that we picked up the new district vehicle this week and thanked Kaylyn Gordan for heading up that project.

Steve Wyld has now been added to the municipal map on our website to cover the following areas as an E&S Technician – Colerain Township, Drumore Township, East Drumore Township, Fulton Township, Little Britain Township and Quarryville Borough,

##### **3. PACD/SCC Winter Meeting Report:**

Sonia Wasco reported the meeting was held on January 26, 2023. Each Conservation District was asked to contribute a maximum of \$500 towards the cost of hiring a consultant to undertake the salary comparison study in order to justify the continuation of increased funding for Conservation Districts in the State budget.

Roger Rohrer moved to contribute \$500 as stated. Jay Snyder seconded the motion. Motion passed unanimously.

##### **4. Ethics Forms:**

Chris Thompson stated that the PA State Ethics Forms for the calendar year 2022 are due in the District office by March 30, 2023 so they can be processed and filed by the deadline of May 1, 2023.

#### **V. Additional Public Comment:**

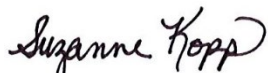
Chris Thompson added that the District Banquet will be held on March 30, 2023 at the Farm and Home Center. Directors and staff will be receiving invitations shortly. Chris is encouraging everyone to attend and bring a guest.

Officer Schmidt stated that there is a trout stocking opportunity to attend on March 17, 2023 at the Dale Herr farm.

#### **Meeting Adjourned**

Chairman Heller adjourned the meeting at 2:00pm.

Respectfully submitted,



Suzanne Kopp  
Recording Secretary for the Board of Directors