

Item II.1

**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
January 15, 2019**

The 802nd regularly scheduled Board Meeting of the Lancaster County Conservation District (LCCD) was held on Tuesday, January 15, 2019, at 1:00 PM, at Enck's Conference Center, Manheim, PA.

The following Directors were present: Dan Heller, Chairman; Herb Kreider, Kenneth Meck, Roger Rohrer, Robert Shearer, Jay Snyder and Commissioner Craig Lehman..

The following Associate Directors were present: Ernest Orr, Jr., Gregory Strausser, Robert Wagner and Kent Weaver, Treasurer.

The following District Staff were present: Christopher Thompson, District Manager; Gerald Heistand, Business Manager; Nate Kurtz, E&S Department Manager; Kent Bitting, Kim Dugan, James Fricke, Justin Furnia, Samantha Adams, Sallie Gregory, Liz Deming, Eric Hout, Adam Hartz, Greg Heigel, Madolyn Klein, Eric Knoll, Matt Kofroth, Suzanne Kopp, Kevin Lutz, Jim Saltsman, Kevin Seibert, Holly Shaub, Allyson Gibson, Nate Straw.

The following Cooperating Agency representatives were present: Heather Grove, Natural Resources Conservation Service and Elwood Blake, Department of Environmental Protection.

Chairman Dan Heller called the meeting to order at 1:00 PM and provided a synopsis of the mornings planning activities for those who were not present. Roger Rohrer provided the invocation for the meeting and Chris Thompson mentioned that staff members were invited to stay for the meeting. Heather Grove introduced Sally Barnes and Meeghan Orr, both of who are employed by USDA/NRCS in the Lancaster Office. Chris also introduced Elwood Blake as the Districts Regional DEP Representative.

There were no additions to the agenda.

An opportunity was given for public comment.

- Jay Snyder mentioned that he is thankful that he had the opportunity to take part in the morning Strategic Planning.

2019 Board Appointments

- Chairman Dan Heller introduced President Judge Reinaker as the elected official who would be presiding over the swearing in. Judge Reinaker acknowledged the Board and read from the articles of the PA Constitution. Judge Reinaker also reviewed the duties of a Conservation District Director and then administered the oath of office to the following two directors who agreed to serve another term on the LCCD Board.
 - Roger Rohrer was reappointed as a Farmer Director. His term will expire on December 31, 2023.
 - Commissioner Craig Lehman was reappointed as the Commissioner Representative for his 11th year. His term will expire on December 31, 2019.
 - (Richard Shellenberger, who agreed to be reappointed as a Public Director for another term, was not present at the meeting. Plans were made to administer the oath of office at a later date, however, Dick passed away only one week later.)

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Annual Election of Officers

Chairman Dan Heller turned the meeting over to Commissioner Lehman to oversee the election of officers. Commissioner Lehman mentioned that each of the current officers have agreed to serve another year. He presented the current slate for reappointment and opened the floor to any other nominations. The officers who served in 2018 were reviewed as:

- Chairman – Dan Heller
- Vice Chairman – Robert Shearer
- Treasurer – Kent Weaver
- Secretary – Gerald Heistand

Commissioner Lehman opened the floor for nominations to any of the existing positions. Hearing none, Ken Meck moved that the secretary cast the ballot for the current slate of officers, Roger Rohrer seconded the motion. Motion passed unanimously. The Commissioner called for the vote to appoint the existing officers to another term in 2019, which was unanimous.

The officers to serve in 2019 are:

- Chairman – Dan Heller
- Vice Chairman – Robert Shearer
- Treasurer – Kent Weaver
- Secretary – Gerald Heistand

Commissioner Lehman mentioned that it is an honor to have the officer's serve the Board in this way. The meeting was turned back over to Chairman Dan Heller.

Appointing the 2019-2020 Board of Associate Directors

It was mentioned that Associate Directors participate actively in Board and Committee Meetings as well as all other District functions and activities. They do not present motions or vote. In Lancaster, Associate Directors are elected to a two year term. The current slate of nominees for the 2019-2020 term are:

- Kent Weaver
- Frank Burkhart
- Gregory Strausser
- Darrell Becker

Jay Snyder moved that the four individuals be appointed to another two year term, Roger Rohrer seconded the motion. Motion passed unanimously. Ken Meck suggested that the Board consider Garret Weaver of West Lampeter Township for a position as an Associate Director. Chris Thompson mentioned that there is a form and procedure to bring candidates to the Board and those applications can be received by email. Any nominations received will be brought before the Board at a future time.

Election of PACD Voting Delegation

Chris Thompson reported that every Conservation District in good standing should designate a Voting Delegate and up to three Alternate Voting Delegates for the purpose of voting at PACD Regional Meetings. The Voting Delegates and Alternate Voting Delegates may be a District Director, Associates Director or District Staff person. The current representatives have agreed to serve another year if requested by the Board. Sonia Wasco currently serves as the primary PACD Delegate, Robert Shearer is the first alternate, Dan Heller is the second alternate and Chris Thompson is the third alternate. Chairman Heller said he is looking for a reaffirmation of these individuals to serve another term. Ken Meck moved that the Board affirm the existing representatives to serve in 2019, Commissioner Lehman seconded the motion. Motion passed unanimously.

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Agency Reports

1. USDA, NRCS

Heather Grove reported that staff members who are assigned to Lancaster are here working and they are being paid during the government shutdown. NRCS staff members are starting to work on the new programs with the assumptions that there will not be any major changes with the new farm bill. Two tentative offers have been made to fill soil conservationist positions and plans are to search for two more candidates. Heather reported that it will be great to have them onboard to help with the workload.

2. PA DEP Field Rep Report

Elwood Blake referred to the January 2019 DEP Conservation District Field Rep Talking Points that were in the mailing. Elwood highlighted the Regional SCC Strategic Planning Meeting scheduled for January 22nd from 10:00am to noon at the Berks Conservation District Office. Anyone planning to go should pre-register with Barb Buckingham at bbuckingha@pa.gov. Growing Greener Grants are being announced. There is currently one in York County for over 1,000 feet of stream work.

All County Conservation Districts are being challenged to look over their website to remove any stale items.

There is updated material in the Talking Points about the Chesapeake Bay Ag Inspection Program.

Matt Kofroth reported that there is a slow rollout of approval for the Growing Greener Grants. Lancaster Conservation District applied for two grants but has not heard on their status.

Chris Thompson mentioned that Emily Broich, Nate Straw, Eric Knoll and Justin Furnia are doing a great job keeping the Lancaster County Conservation District website up to date.

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, Robert Shearer moved to approve the Consent Agenda which included items numbered one through five and Herb Kreider seconded the motion. Motion passed unanimously.

The Consent Agenda included the following approved items.

- #1 – Minutes of December 5, 2018 Board meeting**
- #2 – Technical Assistance Requests/Cancellations**
- #3 – Nutrient Management Plan Approvals**
- #4 – Conservation Plans Acknowledgement**
- #5 – List of LCCD Memberships**

Additional Business

1. Items removed from Consent Agenda

There were no items removed from the Consent Agenda for additional discussion.

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2. Treasurer's Report

Gerald Heistand reported that as of December 31, 2018, the District received most of our reimbursement requests with about \$175,000 remaining to be collected. The District has an adequate amount of funds in the General Operations account to move into the 2019 year.

Last year at this time, there was less than \$10,000 in the General Operations account. The other accounts are in good shape but the Self-Funded Health Insurance account was close to depleted last month. Gerald mentioned that on the Income and Expense Statement, the \$204,000 net income figure could be misleading as it includes \$325,000 in funds due in 2017 that were not received until 2018. Removing those funds and adding in the \$175,000 that we should have received by now gives a net balance of about \$54,000. Gerald mentioned that the District credited its books in the separation/reserve column with almost \$100,000 in funds from two years' worth of using Self-Funded Health Plans, which was not budgeted. There was a comment made, that if interest rates continue to rise, it may help fill our budget gap. Chairman Heller thanked the staff for keeping a watch on the expenses and thanked Commissioner Lehman for the additional \$20,000 that we received this year from the County.

3. Exelon Habitat Improvement Project

Kent Bitting reported that on December 17, 2018, Herb Kreider, Robert Shearer and Jay Snyder met to review eight applications that were received. Three of the applications are being brought before the Board for approval. One is for the Ag Department and the other two are for the Watershed Department. Our motion for approval will be contingent on DEP approval, which is pending. The District hopes to receive approval from DEP in January 2019. Jay Snyder moved that the Lancaster County Conservation District Board approve the three projects contingent on DEP approval and Robert Shearer seconded the motion. Motion passed unanimously.

4. NFWF Plain Sect Outreach Grant – Altria Stream Fencing Program

Kevin Lutz reported that these grant projects come from the Altria Grant funding. There is \$35,000 available for fencing related projects. The three projects being presented for approval would use about \$28,000 of these funds. Roger Rohrer moved that the District move ahead with funding the three projects as presented on page 20 of the mailing and Ken Meck seconded the motion. Motion passed unanimously.

Dennis Eby reported that the no-till planter that we have been promoting is on display at the Harrisburg Farm Show.

5. Banquet Committee Report

Adam Hartz reported that the Banquet Committee met and their report is presented on page 21 of the Board of Director mailing. Nate Kurtz reported a correction on the E&S Building Industry Award, it should read Benton Weaver as the award recipient and with Emily Broich as the narrator. Ken Meck moved that the banquet report be approved as corrected and Robert Shearer seconded the motion. Motion passed unanimously.

6. Compliance Committee Updates

Kevin Seibert reported on the Karl Frey case which was covered at the previous Board meeting. Kevin stated that the first and second attempts to repair and stabilize the waterway have been unsuccessful. Kevin will meet with the landowner, operator and consultant to come up with a plan to permanently stabilize the waterway. On the second and third concerns, Kevin reported that he was unable to meet with the committee, so they will be brought back to the Board at the next Board of Directors meeting.

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7. Education Report – Donations Received

Sallie Gregory reported that donations were recently received by the District. The first donation is from a 2nd grade class at Fritz Elementary School. The class was studying concerns with the health of the little brown bat and they sold bat boxes and raised \$200. They donated the money raised to the District. The second donation of \$1,000 came from Caernarvon Township. The Township's donation is being directed to the Districts education projects; Youth Conservation School, Envirothon and the Ann Brown Scholarship.

Reports/Information

1. Correspondence, News and Updates

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

- Correspondence – Christmas Cards – December 2018.
- Donation – Caernarvon Township – Letter and Check – December 26, 2018
- Correspondence – Fritz Elementary – Picture collage of students making bat boxes.

2. E&S/NPDES Monthly Projects Report

Nate Kurtz reported a slight decrease in total review fees received for the 2018 year compared to the 2017 year. The number of plans submitted was up in 2018 but the amount of disturbed acres was less. Nate briefly reviewed the new stormwater concept of managed release where the emphasis is on controlling peak runoff, rather than quantity.

Additional Public Comment:

Chris Thompson reviewed several dates that were in the mailing. Chris stated that the Foundation is looking for some new members on the Foundation Board. If anyone is interested or has any suggestions for new members please send them to Chris Thompson or Jay Snyder. Chris highlighted the purpose of the January 23, 2019 farmer's meeting in Salisbury Township. Commissioner Lehman thanked Chris for his comments that were published in the current day's Lancaster Newspaper. There was discussion if there was a need for the Board of Directors to meet in February 2019 and it was decided that the Board members would be contacted closer to February with a decision as to whether they will meet.

Chairman Dan Heller officially adjourned the meeting at 2:00 PM.

Gerald Heistand
Recording Secretary