

Item II.1
**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
March 6, 2019**

The 803rd regularly scheduled Board Meeting of the Lancaster County Conservation District (LCCD) was held on Wednesday, March 6, 2019, at 7:30 PM, in the multi-purpose room of the Farm & Home Center, 1383 Arcadia Road, Lancaster, PA.

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

The following Associate Directors were present: Frank Burkhart and Kent Weaver, Treasurer.

The following District Staff were present: Christopher Thompson, District Manager; Gerald Heistand, Business Manager; Jeff Hill, Ag Department Manager; Nate Kurtz, E&S Department Manager; Kevin Seibert and Matt Kofroth.

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

Chairman Dan Heller called the meeting to order at 7:30PM. Robert Shearer provided the invocation for the meeting.

There were no guests to be introduced at the meeting, and there was no public comment.

The following additions to the agenda were announced by Chris Thompson:

1. Additional correspondence
2. Spotted Lanternfly Update
3. Update meetings with municipalities

Agency Reports

1. USDA, NRCS

Heather Grove reported that Lancaster has a new employee - Mark Long. He has been working in West Virginia with NRCS and is returning to the Lancaster office where he was an intern in 2012. NRCS has a tentative offer with another candidate to hire. Lancaster is slowly rebuilding their team.

2. PA DEP Field Rep Report

Chris Thompson mentioned that there are several items of interest in the field report. He highlighted the Chesapeake Bay Ag Planning Reimbursement Program that is being extended for another year. Gerald Heistand mentioned that Elwood Blake called to report that the location of the All Bay Meeting on the front page agenda is incorrect. It will be held at Susquehanna University in the Degenstein Theater.

Consent Agenda

Dan Heller gave the opportunity for directors to withdraw items from the consent agenda in order to have additional discussion. Gerald Heistand noted that the headings on the Acknowledgement of Conservation Plans report on page 14 were incorrect. Ken Meck moved to approve the Consent Agenda which included items numbered one through four with the noted updates and Robert Shearer seconded the motion. Roger Rohrer abstained from voting.

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The Consent Agenda included the following approved items.

- #1 – Minutes of January 15, 2019 Board meeting**
- #2 – Technical Assistance Requests/Cancellations**
- #3 – Nutrient Management Plan Approvals**
- #4 – Conservation Plans Acknowledgement**

Additional Business

1. Items removed from Consent Agenda

There were no items removed from the Consent Agenda.

2. Treasurer's Report

Gerald Heistand reported that this is the first report of 2019 which includes almost two months of activity. Account balances are good and we are receiving the DEP reimbursements in a timely manner this year. Last year at this time the District had already borrowed \$200,000 from our reserve account in order to meet operational expenses. The biggest net change on the Balance Sheet was with the Dirt & Gravel Roads, Low Volume Roads and Exelon grants as they have spent nearly \$100,000 in the first two months of 2019. Gerald reported that the level of the DGR/LVR Administrative & Education fund of \$92,590.83 will start to decline in the near future. A decision was made that as of July 2018, Lancaster will not pull out the allowed 10% for administrative purposes since it was not spent over the last two year. Unspent administrative funds will go to additional projects. On the Income and Expense report the bottom "Net Income" line of each of the six program classes reflect expected activity. The District is pulling funds from the Reserve account as per budget guidelines. Chris mentioned that he is working with the State Conservationist, Denise Coleman, looking for assistance with the SWAT Program shortfall.

3. NRCS – Annual Civil Rights Responsibilities for Partners Review

Heather Grove reviewed with the Board the annual Civil Rights Responsibility for Districts statement. The policy has not changed from last year. All voting directors where asked to sign an acknowledgement that the policy had been reviewed.

4. Personnel Committee – New Hire Request

Sonia Wasco reported that the Board is being asked to approve the hiring of David Bednar as an E&S Resource Conservationist to fill the vacancy left by Veronica Robbins. Sonia Wasco moved that the District approve to hire David Bednar as an E&S Resource Conservationist. Herb Kreider seconded the motion. Motion passed unanimously.

Sonia informed the Board that interviews will be starting to fill the new Finance Manager position. Twenty six applications have been received and the interview team is being asked to meet after the board meeting to discuss details. A possible date for conducting interviews is March 14, 2019.

5. DGR/QAB Project Approval

Herb Kreider reported that the Dirt & Gravel Road Program Quality Assurance Board met earlier in the evening to review project submissions. There was one application that did not follow protocol, but all other projects were deemed worthy of funding. Herb moved to approve the nine projects on the meeting recap sheet along with the \$5,000 amendment for an Eden Township project for a total of \$105,000. Roger Rohrer seconded the motion. Motion passed unanimously.

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6. Resolution to Apply

Chris Thompson reported that PENNVEST has changed management and fixed some of the issues that were previously plaguing Lancaster. TeamAg is requesting Lancaster Conservation District to sponsor a project that they are working on at this time. The project details are incomplete and the Board is only being asked for permission to apply at this time. Chris explained that PENNVEST does not do grants. Projects are approved as a low interest loan or a loan with principle forgiveness. Roger Rohrer moved that the District take the next step and apply for sponsorship so we can get more details on the proposed project. Commissioner Lehman seconded the motion. Motion passed unanimously.

7. Compliance Update

Bob Shearer reported on the Joe Rohrer farm concern. The committee met before the board meeting and recommends that a Notice of Violation (NOV) be sent to the S.C.C. to document the situation. Bob moved that the District send an NOV at this time. Sonia Wasco seconded the motion. Motion passed unanimously.

DEP is taking care of the response, on the Jacob & David Fisher farm, as a result of the Chesapeake Bay inspection on the farm. The District is working to resolve the E&S complaint as per our policy, however, the farmer is not responding in a timely manner. Bob Shearer moved that the committee send this concern to DEP. Roger Rohrer seconded the motion. Motion passed unanimously.

Reports/Information

1. Correspondence, News and Updates

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

- Obituary – Richard “Dick” Shellenberger former LCCD Board Member – LNP – January 24, 2019
 - Chris Thompson reported that plans are to use the funds collected in Dick Shellenberger’s name to sponsor two students at the Youth Conservation School each of the next five year.
- News Article – Baywatch – LNP – January 15, 2019
- News Article – Applications open for Youth Conservation School – Lititz Record – February 14, 2019
- News Article – Educational youth camp to be held – LNP – February 23, 2019
- Lancaster Farmland Trust Report 2019 – Open Views – Data Collection – Winter 2019
- Notice Federal Energy Regulatory Commission – Northeast Supply Enhancement Project PA – January 25, 2019
- Workshop – Leadership Development for PA’s Conservation District – Respect in the Workplace – Date of Workshop is March 21, 2019
- Invitation – Penn Ag Annual Business Meeting – April 2, 2019
- Two thank you notes for Kevin Seibert – thanking him for his work as the Right to Know Officer along with his professional handling of complaints.
- PA Conservation Heritage Museum announcement
- NRCS Farm Bill Highlights
- Sponsor sheet for Barnstormers

2. E&S/NPDES Monthly Projects Report

Nate Kurtz reported that DEP is conducting listening sessions with conservation districts across the State. Districts often find themselves caught between the concerns for residents and State organizations. One of the concerns voiced is that there is a need for a streamlined permit for smaller projects. The current NPDES permit does not work well with the “one size fits all” approach. Another suggestion is that E&S and Stormwater plans should have a standardized template similar to what Act 38 has done with Nutrient Management Plans. Our Lancaster office has a good relationship with DEP at this time. On the subject of e-permitting, Lancaster has not yet received any electronic applications since October 2018.

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3. PA State Ethics Forms – Reminder and Collection

Chris Thompson reported that forms are due and reminded Board of Director members of the State issued website link.

4. Tree Sale Report

Matt Kofroth reported that the deadline for ordering trees is Monday, March 12. Volunteers are always appreciated on the day of the Tree Sale, April 11, 2019.

5. Banquet Committee Report

Chris Thompson reported that the banquet will be held on March 21, 2019 with plans to begin at 6:15pm. Several conservation awards will be highlighted and there is a Scholarship Auction.

6. Growing Greener Grants Awarded

Matt Kofroth reported that the Board is given an update on who applies for these grants, with a follow-up when they are awarded. This year the release of who was awarded a grant occurred over a three month period. Organizations in Lancaster County have been awarded eleven grants totaling \$2.2 million to do conservation work. Statewide PACD reported a total of 10.6 million dollars in DEP Growing Greener grants.

Spotted Lanternfly Update

Chris Thompson reported that the District held meetings in four townships (East Earl, Warwick, West Hempfield and East Drumore) to engage municipality leadership and to promote control measures for the Spotted Lanternfly on their public lands. In addition, we had the opportunity to review the MOU that we have with townships. The MOU details what the District will do and what the District expects the municipalities to do in return.

County Support Recognition

On February 27, 2019, a director and staff were invited to the Commissioner's office where they were presented with a large check symbolizing the support that the county provides the District. The County presently supplies just over 7% of our annual budget.

Additional Public Comment:

Sonia Wasco reported on the PACD Winter Meeting that she attended in State College. There is a three-year dues increase proposal and the vacated Front Street property has not yet been sold.

Chris Thompson highlighted the dates for the All Bay Meeting, SCC Meeting, Regional Director Meeting and the LCCD Banquet.

Chairman Dan Heller officially adjourned the meeting at 8:55PM.

Gerald M. Heistand
Recording Secretary