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**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
October 3, 2018**

The 799th regularly scheduled Board Meeting of the Lancaster County Conservation District (LCCD) was held on Wednesday, October 3, 2018, 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; Ken Meck, Roger Rohrer, Dick Shellenberger, Jay Snyder, and Sonia Wasco.

The following Associate Director was present: Kent Weaver, Treasurer.

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

The following Cooperating Agency representatives were present: Heather Grove, Natural Resources Conservation Service and Elwood Blake, PA DEP.

Chairman Dan Heller called the meeting to order at 7:30 PM, and Jay Snyder provided the invocation for the meeting.

There was 1 guest introduced at the meeting: Allyson Gibson, Clean Water Partner Coordinator.

The following additions to the agenda were announced:

Update on the Spotted Lanternfly proposal

An opportunity was given for public comment: Chris Thompson provided an update on Dick Shellenberger's medical status.

Agency Reports

1. USDA, NRCS

Heather Grove, District Conservationist, reviewed the NRCS report, pages 1 and 2 of the mailing, noting that this is the end of the USDA fiscal year.

2. PA DEP Field Rep Report

Elwood Blake referred to the Field Rep Talking Points and mentioned that the Leadership Development Committee is offering \$1,000 grants to help cover costs of Districts that are developing their Strategic Plan. A letter of intent to use the grant is needed by November 15, 2018. The Department's Bureau of Plant Industry received a grant of \$500,000, this will be distributed to several Districts that are in the affected area. His last comment was that the PA Elk Cam, sponsored by the PA game Commission is live once again.

Chairman Heller announced that the Lancaster WIP update report, Section IV, Item 3, is being moved up on the agenda. Allyson Gibson, of the Clean Water Partners, gave an abbreviated presentation of what was discussed in the afternoon with the public. After her presentation, there

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was discussion on phasing in a moratorium on winter spreading of manure and the need to validate accurate reporting of manure that currently leaves the County. A draft “Lancaster Strategy for Restoring Our Local Water Quality” was provided to all meeting attendees. Allyson Gibson mentioned that the plan needs to be strengthened, and they are looking for more ideas. The Board praised Allyson and the District Manager for all of the good work on this project. The Clean Water Project is being funded by the Keith Campbell Foundation.

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, Dick Shellenberger moved to approve the Consent Agenda which included items numbered one through five, Roger Rohrer seconded the motion. Motion passed unanimously.

The Consent Agenda included the following approved items.

- #1 – Minutes of September 5, 2018 Board meeting**
- #2 – Technical Assistance Requests/Cancellations**
- #3 – Nutrient Management Plan Approvals**
- #4 – Conservation Plans Acknowledgement**
- #5 – BOD Meeting Dates for 2019**

Additional Business

1. Items removed from Consent Agenda

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

2. Treasurer’s Report

Gerald Heistand referred to the Balance Sheet report, on page 12 of the mailing, and mentioned that there were not many changes from last month’s report. He reported that various accounts changed balances since the beginning of the year. Clarifications were given for each of the six finance categories on the Income and Expense treasurer’s report. A negative net income is good for certain categories (eg. Grants).

3. Draft 2019 District Budget – First Review

Gerald Heistand reported that the Budget and Finance Committee met on September 11, 2018 to review the draft budget. He reviewed the staff benefit recommendations of the Personnel Committee and assumptions used to create the budget. On page 16, he made several comments on the revenue and expense accounts where there was variance between the current 2018 and the proposed 2019 values. The adjustments at the bottom of the page to bring the main budget back to the General Operations balance were reviewed and meeting attendees were told that they could request a six part budget packet detailing the source of each adjustment figure.

Gerald reported that in order to cover the \$104,687 shortfall, the District reserves will need to be used. Identifying the source for each of the reserve amounts was reviewed on page 17 of the mailing. Gerald remarked that taking \$42,500 from the agriculture reserve account to cover the NRCS SWAT agreement is a temporary measure which cannot be sustained. The District has been looking to NRCS/DEP for other options that could be used for the 25% match. Other funding sources that might become available to add to the presented draft budget were identified as:

Ag Preserve Verification Program

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Spotted Lanternfly Grant

Chesapeake Bay Foundation Grant for Conservation Planning

The proposed 2019 District budget will be brought back to the Board at the November or December Board meeting for approval.

A colored pie chart showing the revenue of the combined LCCD and Foundation organizations was provided to all meeting attendees. The eight major funding categories were reviewed and Chris Thompson mentioned that we will be asking the County Commissioners for \$354,481 (approximately 10% of 2019 budget) to help cover the budget gap.

4. Personnel Committee Report

Sonia Wasco reported that the interview team of Chris Thompson, Nate Kurtz, James Fricke and Sonia Wasco interviewed five candidates for the vacant E&S position left by Nevin Greiner. The Committee was unanimous in their first pick to offer the position to Eric Hout who has 3 years E&S experience from the Berks County Conservation District. Sonia Wasco made a motion for LCCD to hire Eric Hout as an E&S Resource Conservationist, Dick Shellenberger seconded the motion. Motion passed unanimously.

5. Nutrient Management Certification Re-Classification

Jeff Hill reported that nine animal operations have not yet responded to the request that they submit updated Act 38 plans to the Lancaster County Conservation District. Standard procedure is that with no response to the third notice letter, their names are to be forwarded to the SCC. Jeff Hill reported that the LCCD has over three hundred nutrient management plans on file that need to be renewed every three years and of those plans about 100 are CAFOs. Keeping track of the NMP renewals is in addition to the work of doing the 300 farm inspections each year. Jay Snyder made a motion that the District send the names of the nine farms that have not submitted their Act 38 plans as requested to the SCC, 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 the Board meeting:

- SCC Approval Letter – Approving the request to allow Samantha Todt to write her family farm's Nutrient Management Plan, which is located outside Lancaster County – September 18, 2018
- Thank You Note – from YCS Counselor – for the opportunity to serve as a Youth Conservation School Counselor – “Being a student and a counselor has changed my life for the better.” – Desiree D.
- Ag Week 2018 – October 6 – 13, 2018 – Celebrating Lancaster County Agriculture – A Publication of Lancaster Farming and LNP
- Agriculture Industry Banquet – Thursday, November 15, 2018 – Keynote Speaker – Dr. Douglas Terrier – NASA Chief Technologist
- Letter from State Conservation Commission – Asking for conservation District Board/Staff input on the SCC Strategic Plan – October 1, 2018

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2. E&S/NPDES Monthly Projects Report

Nate Kurtz reported that all E&S staff attended an e-permitting webinar that is expected to go live this month. The E&S handout report showed that this year's income was similar to last year. Construction is ongoing and the E&S plans continue to be submitted for review.

3. Lancaster WIP Update

This item was moved up on the agenda.

4. 2018 Ag Industry Banquet

A sign up clip-board was circulated for directors who plan to attend the 2018 Ag Industry Banquet.

5. Ag Week Update

Chris referred to page 23, a list of events celebrating Ag Week. Shelly Dehoff is helping to coordinate the events of Ag Week.

6. Spotted Lanternfly Grant

Chris Thompson reported that the District has been approved to receive an amount of \$89,000 to go towards controlling the Spotted Lanternfly, invasive plant hopper, from China that showed up in Berks County in 2014. The contract has an end date of June 30, 2019. Rodger Rohrer made a motion that the District accept the terms of the Spotted Lanternfly Grant in an amount of \$89,169, Sonia Wasco seconded the motion. Motion passed unanimously.

Additional Public Comment: Chris highlighted the next PACD South Central meeting which will be held October 23, 2018.

Chairman Dan Heller officially adjourned the meeting at 9:06 PM.

Gerald Heistand
Recording Secretary