

**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
September 7, 2016**

The 776th regularly scheduled Board Meeting of the Lancaster County Conservation District was held on Wednesday, September 7, 2016, 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, Treasurer; Herb Kreider, Roger Rohrer, Dick Shellenberger, Jay Snyder, Sonia Wasco, and Commissioner Craig Lehman.

The following Associate Directors were present: Darrell Becker, Frank Burkhart, Gregory Strausser, and Kent Weaver.

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

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

Treasurer Dan Heller called the meeting to order at 7:35 PM, and Dick Shellenberger provided the invocation for the meeting.

There were no guests to be introduced at the meeting.

There were no additions to the agenda.

An opportunity was given for public comment. None was offered.

Agency Reports

1. USDA, NRCS

Heather Grove reported that the federal fiscal year is drawing to a close, so next month's report will be a recap of the year.

2. PA DEP Field Rep Report

Elwood Blake referred to the DEP Field Rep Talking Points report that was in the mailing. He highlighted the REAP program which has \$8.27 million dollars available. All but four districts in the South Central region will be taking part in the Bay Reboot program. In those four counties the inspections will be handled by DEP. Everyone now has the green light to start compliance inspections. Chris Thompson announced that the South Central Regional Directors meeting will be held on Monday, October 17.

Consent Agenda

Acting Chair Dan Heller gave opportunity for directors to withdraw any of the items from the Consent Agenda for additional discussion. Hearing that there were no items to be removed, Heller requested a motion to approve the four items on the Consent Agenda. Dick Shellenberger moved to approve the Consent Agenda items. Sonia Wasco seconded the motion. Motion passed unanimously. The Nutrient Management plan for Flintrock Farms was included in the list of plans for approval, so Dan Heller abstained from voting to avoid a conflict of interest.

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The Consent Agenda included the following items:

- 1. Minutes of August 3, 2016 Board meeting**
- 2. Technical Assistance Requests/Cancellations**
- 3. Nutrient Management Plan Approvals**
- 4. Conservation Plans Acknowledgement**

Additional Business

1. There were no items removed from the Consent Agenda.

2. Treasurer's Report

Gerald Heistand reported that it has been six weeks without receiving any reimbursement request of over ten thousand dollars. This has caused a drop of over \$232,000 in the General Operations balance over the past two months. The E&S Accounts are strong, and three Restricted Accounts (D&G, LVR, and Exelon) had a combined increase of \$320,000 in the past two months. Heistand explained that staff salary actual expenses YTD are higher than budget because the E&S department has an additional person that was not budgeted. The treasurer's report will be filed subject to audit.

3. Personnel Committee Report

Sonia Wasco reported that Roberta Hartz, Receptionist, retired on August 25. Seven candidates were interviewed for two part-time Secretary-Receptionist positions and they offered the job to two, who declined the offer. The part-time position was then offered to Holly Shaub and she accepted the offer. Holly's resume was circulated. The interview committee will hold another set of interviews to find the second part-time person. Chris Thompson mentioned that an email vote may be needed at that time. Each new employee will work three 9 hour days each week with an overlap on Wednesdays. Thompson reported that in order for Holly Shaub to give a full two week notice, she will not be able to start until September 19. Sonia Wasco moved that the District hire Holly Shaub as a part-time receptionist. Roger Rohrer seconded the motion. Motion passed unanimously.

4. DGR QAB Report

A handout was circulated with five proposed Dirt and Gravel Road (DGR) projects totaling \$71,250. Four municipalities requested over \$136,000, but the DGR program only had \$82,000 to allocate. Herb Kreider moved to approve the five projects listed on the handout report. Jay Snyder seconded the motion. Motion passed unanimously. The projects are: 1) Elizabeth Twp. – Pumping Station Rd.; 2) Fulton Twp. – Peters Creek Rd.; 3) Little Britain Twp. – Camp Rd.; 4) Drumore Twp. – Fishing Cr. Rd/Fern Glen Dr., and 5) Elizabeth Twp. – Segloch Road. It was explained that Little Britain would get the balance of the funding if they did a pilot Driving Surface Aggregate project.

Matt Kofroth informed the Board that the DGR committee is looking into purchasing a pickup truck with 4 wheel drive, using DGR admin funds. This will be brought to the Board sometime later this year.

5. Chesapeake Bay Contract

Gerald Heistand reported that the Board previously approved moving ahead with the Bay Technician and Bay Engineering agreements; however, DEP is now offering an additional 15% in

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funding. Jay Snyder moved to accept the additional 15% in funding and have the Chairman and Treasurer sign the agreements. Dick Shellenberger seconded the motion. Motion passed unanimously.

Chris Thompson informed the Board that Kevin Seibert, Kate Bresaw and Justin Furnia will begin compliance work on Monday, Sept. 12. He mentioned that there are two objectives for helping the state meet the Bay goals: 1) building plan writing capacity, and 2) placing the BMPs on the ground. In order to do the job in Lancaster, we will need more staff to do planning. Hiring of two receptionists will be helpful if we go in that direction, as the E&S department could move to the front office, which would provide up to seven seats for Ag planners. The Board thanked Thompson for the update.

6. ACT and UGWF Fund Allocation

Gerald Heistand reviewed that the Board needs to approve submitting the ACT request for partial support of the Ag Program Manager position in an amount of \$16,219, and the application of UGW Funds for partial support of the Business Manager position in an amount of \$25,554. Roger Rohrer moved to approve submitting the ACT and UGWF Fund Allocation applications as presented. Jay Snyder seconded the motion. Motion passed unanimously.

7. NFWF Grant—PA's Adaptive Toolbox for Conservation Saturation Project

Chris Thompson circulated the grant announcement for a project entitled PA Adaptive Toolbox for Conservation Saturation targeting the Fishing Creek watershed. It is basically a "fence 'em out" project supported by many partners. Flexible fencing is the key element. The next planning meeting for this project is scheduled for September 21. The grant should provide funding for half of a \$1.5 million dollar project. The other half will come from match funding. Most of the funding is slated to go through the Conservation Foundation. Fishing Creek is located in Drumore Township. Dick Shellenberger moved to approve the District to be part of this project. Sonia Wasco 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:

- Correspondence – Thank you letter to Chairman Ken Meck, from PA Office of the Governor, for recommendations to the State Conservation Commission for appointment/reappointment, July 28, 2016.
- News Article – Farmers push work they do to save bay, LNP, August 9, 2016
- News Article – 2 Conservation District officials honored, LNP, August 11, 2016
- News Article – Lancaster county farms to face state inspections, LNP, August 25, 2016
- News Article – Handling Farm to Neighbor Disputes, Lancaster Farming, August 27, 2016
- The Pennsylvania Adaptive Toolbox for Conservation Saturation – NFWF Grant Initiative
- Disposal of Outdated LCCD Equipment
- Chester Water Authority – 2015 Annual Report
- Ag Week Pumpkins – Contest Announcement

Commissioner Lehman highlighted the article of Ken Meck and Chris Thompson receiving the two PACD awards.

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There was an announcement that Commissioner Lehman won the celebrity milking contest at the Elizabethtown Fair.

2. E&S/NPDES Monthly Projects Report

Nate Kurtz referred to the E&S Report, on page 18 of the mailing, containing a list of the projects submitted during August. He noted that, on page 19 of the comparison sheet, last year's August fees were \$70,000 higher due to the Atlantic Sunrise pipe project. Kurtz then referred to the handout sheet updating the four projects where Lancaster is taking enforcement action. Update information was provided in bold type, and he mentioned that the pace of resolution is varied.

3. Youth Conservation School Report

Sonia Wasco reported numerous facts about the school last month, and she encouraged directors to read the thank you letter that was reprinted in the mailing. It was a rewarding week and the Board thanked Sonia for her dedication to seeing that the school runs smoothly each year.

4. USDA/NRCS – Civil Rights Statement

Heather Grove reported that each year the Lancaster County Conservation District does a review of the civil rights component of the NRCS-SCC-LCCD Cooperative Working Agreement. She opened the time up for questions directors might have. There were none.

Additional Public Comment:

Chris Thompson reviewed the dates that were at the bottom of the agenda page, and added that on October 12 there will be a PA in the Balance group meeting at the Harrisburg Farm Show Complex. There are 120 partner organizations that will be talking about how to improve local resources and create a culture of stewardship. On the county level, Commissioner Lehman called together a group of 44 people to discuss how the county can proactively clean up Lancaster County. They are looking for three or four things that can be done in the next 18 months to build a culture of stewardship.

Chris Thompson announced that the Lancaster County Clean Water Consortium's (LCCWC's) annual Clear Waters Golf Tournament fundraiser will be held on September 26.

Meeting Adjournment

Treasurer Dan Heller officially adjourned the meeting at 8:58 PM.

Gerald M. Heistand
Recording Secretary