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LANCASTER COUNTY CONSERVATION DISTRICT BOARD MEETING MINUTES December 5, 2018

The 801st regularly scheduled Board Meeting of the Lancaster County Conservation District (LCCD) was held on Wednesday, December 5, 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; Herb Kreider, Roger Rohrer, Robert Shearer, Jay Snyder and Sonia Wasco.

The following Associate Directors were present: Lisa Graybeal, Gregory Strausser, Robert Wagner 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; Holly Shaub and Francesca DePrator.

The following Cooperating Agency representatives were present: None present.

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

The following additions to the agenda were announced:

- Chris Thompson reported that there were several items of correspondence.

An opportunity was given for public comment.

- Sonia Wasco announced that the birthday cake being served was in honor of Chairman Dan Heller's birthday.
- Roger Rohrer brought two large buck antler racks that were harvested in Paradise and Strasburg Townships. White tailed deer account for 90% of the hunting season revenue, and Roger spoke about the important part that buffers play in supporting the white tailed deer population.
- Dan Heller announced that two staff members were present and invited them to introduce themselves. Francesca DePrator mentioned that she was with the District as an intern in 2015 and is happy to be back as an Agricultural Compliance Technician. Francesca reported that after 5 months with the District she is about half done with the inspection quota. Sonia Wasco mentioned that Francesca is a Youth Conservation School Alumni. Holly Shaub introduced herself as a Receptionist/Clerical employee. Holly has been with the District for two years and helps Jeff Hill with his Ag Department work. Chris Thompson mentioned that both employees are doing a great job and that Holly helps with hosting refreshments for the Board of Directors and Committee meetings. Dan added that all the board members appreciate the refreshments that are provided each month.

Agency Reports

1. USDA, NRCS

Chris Thompson reported that the day was declared as a Federal Holiday due to the death of former President George Bush and that NRCS offices were closed. The NRCS/USDA report was included in the Board of Director packet.

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2. PA DEP Field Rep Report

Chris Thompson mentioned that most of the items in the report were covered at previous meetings. He wanted board members to be aware that there is still a funding opportunity for conservation planning and that they should tell neighbors and associates to contact a local planner.

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, Herb Kreider moved to approve the Consent Agenda which included items numbered one through four and Roger Rohrer seconded the motion. Motion passed unanimously.

The Consent Agenda included the following approved items.

- #1 – Minutes of November 7, 2018 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 for additional discussion.

2. Treasurer's Report

Gerald Heistand reported that the General Fund finance numbers are very similar to last month. The biggest change with District funds is that Eliance, the District's current health plan company, has calculated the District's share of funds that can be pulled out of our liability account for the 2017/2018 plan year. It is better than what we experienced with the Capital Blue plan for the year 2016/2017. Total assets for the District are lower because we paid out about \$56,000 for Exelon and Low Volume Road projects. On the Income and Expense report Heistand pointed out that the "595-Other Income" line now includes two years of settlement with District health care funds. Settlements for the employer's share are not part of the budget process, as the amount, if any, is dependent on employee use of the plan.

3. 2019 District Budget Presentation

Gerald Heistand mentioned that this is the third time the Board is seeing the proposed 2019 budget. The most recent adjustment is to include the County Commissioner \$20,000 in additional funds from the County's Act 13/Marcellus Gas funding allotment. The other adjustment is to show that the E&S Department is now receiving the CDFAP 1st Technician funding. The bottom line for the General Operations budget is that we now show a positive \$10,657. It was mentioned that the budget numbers presented are as accurate as they can be at this point. Roger Rohrer moved to pass the 2019 budget as presented in the Board mailing, Robert Shearer seconded the motion. Motion passed unanimously. Dan Heller thanked Jay Snyder and Dick Shellenberger for attending the commissioner public meeting to discuss budget requests. Chris Thompson reported that Commissioner Lehman sends his regards to everyone at the meeting. In addition, Chris mentioned that Dick is once again challenged with his health issues.

4. Personnel Committee Report

Sonia Wasco reported that there is a request for the District to hire a 2019 summer intern. Sonia moved that staff proceed to advertise for an Education Outreach summer intern, Jay Snyder seconded the motion. Motion passed unanimously.

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The staff recommends that the open E&S position vacated by Veronica Robbins be filled. Sonia moved that the staff proceed to advertise for the vacant position, Roger Rohrer seconded the motion. Motion passed unanimously.

Sonia reported that the committee who interviewed the candidates for the new Finance Manager position was in agreement as to who should be offered the position. At the time of this meeting, the candidate was still considering the offer. The interview committee was asked to meet after the Board Meeting to consider a Plan B. If anything develops the committee will report back to the Board with a recommendation via email.

Reports/Information

1. Correspondence, News and Updates

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

- Correspondence – Pennsylvania Envirothon Educational Scholarships
Jay Snyder moved to approve \$250 for State Envirothon, Sonia Wasco seconded the motion. Motion passed unanimously.
- News Article – Lancaster County Gets Grant for Streambank Fencing Program – Lancaster Farming – November 2, 2018.
- New Article – Tradition at Stake – LPNNEWS.COM – November 29, 2018 – Allyson Gibson was quoted in the article.
- Correspondence – Director Appointment Approval – County of Lancaster – November 27, 2018. Roger Rohrer and Dick Shellenberger and Commissioner Lehman are approved to server another term.
- Correspondence – Thank you card – from interviewee Tawni Furr to all committee members – December 4, 2018. Chris mentioned that a thank you note was also received from Lawrence Roskos
- Chris spoke about this week's NFWF conference updating Directors about the projects and future focus for NFWF Grants.

2. E&S/NPDES Monthly Projects Report

Nate Kurtz introduced the Board to information he gleaned from the County Planning Commission comprehensive plan called Places 2040. The plan predicted that population in Lancaster County is expected to increase by an additional 100,000 people by 2040. If this is accurate, we can expect continued development with an additional 35,000 residence permit and plan review work. Referring to the E&S report that was provided as a handout, Nate reported that compared to last year the YTD fees collected are about \$24,000 less. The difference corresponds to the amount of funds that were brought in 2017 from the large pipeline project.

3. PACD/SCC Office Move and Winter Meeting

Sonia Wasco reported on several items from the PACD Board meeting. Staff moved to their new building on November 9, 2018 and they will hold an Open House on December 18, 2018. They went over budget by about \$6,000 due to some modifications that needed to be done. PACD received a quilt for their annual raffle fundraiser. The audit was completed with no findings. Moving forward they are planning to increase dues based on the cost of living index. The winter PACD meeting is scheduled for January 30th and 31st at Tofftrees in State College.

4. Extraordinary Give

Chris Thompson thanked everyone who contributed to the extraordinary give to benefit the Envirothon and Youth Conservation School. At this point \$3,200 has been raised, but all of the funds have not yet been collected.

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5. 2019 Strategic Planning Review

Chris informed the Board that the Strategic Planning meeting will be held January 15, 2019. Any Director willing to help will be welcome. Possible dates for a pre-meeting to set the stage are December 12th or 13th at noon. Sonia Wasco, Bob Shearer, and Herb Kreider expressed interest in helping at that time.

Additional Public Comment:

- Roger Rohrer requested a 3 minute synopsis of the WIP program. Chris Thompson reported that a planning committee, of LCCD Staff and Community Leaders, has been working over the last several months to draft a County WIP. Allyson Gibson, CWP Coordinator, has facilitated several action teams to tackle 6 main focus areas:
 - Data Management
 - Agriculture
 - Stormwater
 - Buffers
 - Stream Restoration
 - Land Use & Preservation
- The plan has been submitted to DEP for comment and proposed tweaks. The big question will be how to close the gap in order to meet the TMDLs.
- Robert Wagner reported that he noticed that there is at least an acre of debris behind the Conowingo Dam. This has been an unusual year of rainfall at over 72 inches with the average being 42 inches.

Chairman Dan Heller officially adjourned the meeting at 8:42 PM.

Gerald Heistand
Recording Secretary