

**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
November 4, 2015**

The 766th regularly scheduled Board Meeting of the Lancaster County Conservation District was held on Wednesday, November 4, 2015, at 7:30 PM, in the multi-purpose room of the Farm & Home Center, 1383 Arcadia Road, Lancaster, PA.

The following Directors were present: Kenneth Meck, Chairman; Robert Shearer, Vice-Chairman; Dan Heller, Treasurer; Herb Kreider, Roger Rohrer, Dick Shellenberger, Jay Snyder, and Sonia Wasco.

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

The following District Staff were present: Christopher Thompson, District Manager; Gerald Heistand, Business Manager; Jeff Hill, Ag Program Manager; Kevin Seibert, Ag Compliance Coordinator; and Jenna Mitchell, Erosion Control Technician.

The following Cooperating Agency representative was present: Rob Weaver, Natural Resources Conservation Service, was in attendance for Heather Grove.

Chairman Ken Meck called the meeting to order at 7:35 PM, and Dick Shellenberger provided the invocation for the meeting.

The following guests were present: Chris Sigmund and Jeremy Weaver of TeamAg, Tess Schlupp of PennVest, and Marel King of the Chesapeake Bay Commission.

Chris Thompson introduced Jenna Mitchell, Erosion Control Technician. Chris Sigmund introduced his company, TeamAg, along with his staff member, Jeremy Weaver. Chris Thompson introduced Tess Schlupp, PennVest, and Marel King, Chesapeake Bay Commission.

Opportunity was given for public comment. None was offered.

Agency Reports

1. USDA, NRCS

Rob Weaver reported that NRCS had another successful year in 2015. He noted that the NRCS report was in the Board mailing (pages 1 & 2). Staff are getting ready to do EQIP ranking with the assumption that funding will be similar to this past year. The Lancaster Office is still waiting for Adam Gagne's position to be filled.

2. PA DEP Field Rep Report

November 2015 DEP Conservation District Field Rep Talking Points were provided in the mailing packet. Chris Thompson highlighted the dates on the back page of the report. He encouraged directors to use PACD's new online survey tool that should help gather BMP information for the Chesapeake Bay model.

Item #II.1

Consent Agenda

Chairman Ken Meck 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, Dick Shellenberger moved to approve the Consent Agenda. Robert Shearer seconded the motion. Motion passed unanimously. The Consent Agenda included the following items:

- 1. Minutes of October 7, 2015 Board meeting**
- 2. Technical Assistance Requests/Cancellations**
- 3. Nutrient Management Plan Approvals**
- 4. Conservation Plans Acknowledgement**
- 5. Ombudsman Agreement**

Additional Business

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

RCPP Grant—Marel King, Chesapeake Bay Commission (Additional Business, Item #5)

Marel King of the Chesapeake Bay Commission gave a presentation about a multi-agency grant proposal for the Regional Conservation Partnership Program (RCPP). The grant entitled, “PA Adaptive Toolbox for Conservation Saturation” is being developed for targeted watersheds in Lancaster and York Counties. The grant strives to leverage the resources of local partnerships and bring about measurable water quality results by saturating a small watershed with BMPs. Options are provided to give the landowner maximum flexibility with three levels of participation. Fishing Creek, the Lancaster County targeted watershed, has about 120 farms (80 containing streams), half of which are Plain Sect. Chris Sigmund of TeamAg asked several questions about how the private sector can be better represented in the planning phase of the project. Dan Heller moved that the District move forward the with RCPP application. Sonia Wasco seconded the motion. Motion passed unanimously.

TeamAg Presentation—Christian & Marlin Becker Dairy Farm (Reports & Information, Item #4)

Chris Sigmund and Jeremy Weaver of TeamAg gave a presentation of what was done to improve the Marlin Becker farm from a management and environmental perspective. Kevin Seibert mentioned that this was a farm where the District had to send out a NOV letter to get action. TeamAg used a PowerPoint presentation to show how TeamAg, along with financial assistance from PennVest, assisted Marlin Becker to install BMPs on the farm. The directors voiced concern as to whether PennVest would be able to ensure that a new landowner would continue managing the BMPs that were installed.

2. Treasurer’s Report

Gerald Heistand referred to the Balance Sheet on page 11 of the mailing to mention that the General Operating balance is less than last month, but normal for this time of year. Assuming no state budget, the General Operating balance will drop below \$200,000 sometime this month, so as per the contingency plan we would start using the unassigned reserve funds to keep the General Operations Balance at a healthy level. The reimbursement requests for the 3rd quarter have been submitted for about \$357,000. Referring to the Income and Expense report, Heistand mentioned that the E&S fees collected are \$200,000 over the budget to date and have surpassed the 2015 full year budget. The Activity and Grant Detail Quarterly report showed that we have gone over the \$400,000 mark of cash available to pay out for BMPs, so the budget impasse is not affecting availability to pay for those funds.

3. Budget and Finance Committee Report

Dan Heller reported that the General Operations deficit was trimmed from \$40,371 to \$18,262 since the budget was first presented to the Board. Heistand added that since the mailing was sent out, the deficit has been reduced down to \$13,262. This was the result of Sallie Gregory receiving notice that she was just awarded a \$9,500 Atlantic Sunrise Community Grant for an Environmental Literacy Project which includes \$5,000 for staff time. Dan Heller moved that the Board pass the 2016 District Budget to include the additional \$5,000 in educational program income. Roger Rohrer seconded the motion. Motion passed unanimously.

Heistand then provided an update on administration's efforts to obtain a \$500,000 line of credit. He informed the Board that Union Community Bank has already approved a \$500,000 line of credit. Kent Weaver reported that National Penn Bank is proposing that the District take out a 6 month time note. Heistand mentioned that Fulton Bank plans to make an offer within the next two weeks. Roger Rohrer moved that the Budget and Finance Committee be given authority to accept a bank's offer in writing as either a line of credit or time note. Dan Heller seconded the motion. Motion passed unanimously.

4. Pension Trustee Report

Chris Thompson reported that the Pension Trustee Committee met in order to become familiar with the current 457/Roth retirement plan that the District has with the Standard and broker Comprehensive Financial Planning. The committee also met several times to review offers from two separate companies (Comprehensive Financial Planning, Inc. and Everence) that would like to administer the District's 457/Roth plan. Even though the current 1.55% service fee is reasonable, Everence could lower that fee by three-quarter percentage points. The committee reviewed both proposals at separate meetings and recommends that the District begin the process of moving the District's 457/Roth plan from the Standard and Comprehensive Companies to Everence and PenServ. Dan Heller moved that the Board begin the process of moving the District's 457 retirement plan to Everence. Dick Shellenberger seconded the motion. Motion passed unanimously. Chris Thompson clarified that the Plan Trustees become final decision makers to sign off on the new plan.

5. RCPP Grant—Marel King, Chesapeake Bay Commission

This item was moved up on the agenda and noted previously in the minutes.

Reports/Information

1. Correspondence, News and Updates

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

- Invitation—The Attorneys of Blakinger, Byler & Thomas, P.C. invitation to join them for a reception as they honor their past and celebrate their future with the renaming of their firm.
- News Article – Pipeline Project—Ground Control—Williams cited for violations during a pair of inspections – LNP News, October 24, 2015
- Ag Week Flyer and details on the Ag Industry Banquet, Farmer's Breakfast, and the Denim and Pearls Banquet.

2. Know Your District—Ag

(This item was tabled due to lack of time.)

3. E&S/NPDES Monthly Projects Report

Jenna Mitchell referred to the E&S Report on page 20 of the mailing and mentioned that they are 30% ahead of last year and almost double in the amount of fees that were collected compared to last October. She highlighted the Drumore pipeline project where Nate Kurtz had to field 20 phone calls in one day, and the Funk project which is planned for development.

4. TeamAg Presentation—Christian & Marline Becker Dairy Farm

This item was moved up on the agenda and noted previously in the minutes.

5. Fisher/Stauffer N.O.V. Updates

Robert Shearer reported to the Board that Ben Fisher was sent a Notice of Violation (NOV) two months ago. Red Barn was able to finish the conservation plan in two weeks, but Fisher refused to sign the plan. The Ag Compliance Review Committee met and recommended that this case be sent to DEP. Bob Shearer moved to send the Ben Fisher situation to DEP for follow-up. Dick Shellenberger seconded the motion. Motion passed unanimously.

Kevin Seibert reported that the James Dale Stauffer situation will also be sent to DEP for follow-up.

6. Foundation Board Membership

Chris Thompson reported that Dick Shellenberger, Don Robinson, Jay Snyder and Roger Rohrer are currently Foundation Board members whose terms will be expiring 12/31/15. Snyder and Rohrer are willing to serve again, but Shellenberger and Robinson are requesting to step down; therefore the District Board needs to find two replacements willing to serve two year terms. Interested persons should see Chris.

7. Lancaster County Ag Week – Nov. 8-14

This item was mentioned under the News, Correspondence and Updates section of the agenda.

Additional Comments:

Gregory Strausser announced that the Extra-ordinary Give event is coming up on November 20. Funds donated to the Conservation Foundation of Lancaster County will be forward to Youth Conservation School and the Envirothon.

Meeting Adjournment

Ken Meck officially adjourned the meeting at 9:27 PM.

Gerald M. Heistand
Recording Secretary