

**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
July 2, 2014**

The 750th regularly scheduled Board Meeting of the Lancaster County Conservation District was held on Wednesday, July 2, 2014, at 7:30 PM, in the multi-purpose room of the Farm & Home Center, 1383 Arcadia Road, Lancaster, PA.

The following Directors were present: Frank R. Burkhart, Chairman; Kenneth Meck, Vice-Chairman; Dan Heller, Herb Kreider, Robert Shearer, Dick Shellenberger, Jay Snyder, Sonia Wasco and Commissioner Craig Lehman.

The following Associate Directors were present: Lisa Graybeal, Stuart Herr, Ernest Orr, Jr., Don Robinson, Roger Rohrer, Gregory Strausser, Robert Wagner and Kent Weaver.

The following District Staff were present: Donald R. McNutt, Administrator; Gerald Heistand, Business Manager; Jeff Hill, Agriculture Program Manager; Nate Kurtz, E&S Program Manager; Kent Bitting, Professional Engineer; and Andy Hake, Agriculture Conservation Technician. Christopher Thompson, District Manager effective July 7, 2014, was also present.

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

Chairman Frank Burkhart called the meeting to order at 7:37 PM.

Chairman Burkhart announced that this was a historic moment of bringing together two important persons, the current and future District Managers of the Lancaster County Conservation District. Chris Thompson thanked the Board for giving him the opportunity to be part of a premier organization. Commissioner Craig Lehman mentioned that he wanted to be present to thank Don McNutt for his service to Lancaster County and to welcome Christopher Thompson to the Lancaster County Conservation District.

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

There were no guests to be introduced at the meeting.

News articles and recent correspondence were circulated.

Revised Agenda: Don McNutt announced the following additions to the agenda:

Item #9b—LCCWC Streamside Project Grants

Item #18b—Consortium Report

CONSENT AGENDA

Chairman Frank Burkhart mentioned that there were eight items listed on the Consent Agenda, and he gave directors opportunity to withdraw any of the items for additional discussion. Jeff Hill noted that on Item #3, Jill Whitcomb's name should have been included with Kevin Lutz as a reviewer of the Brubaker Farms Nutrient Management Plan. Hearing that there were no items to be removed, Chairman Burkhart stated that items numbered one through eight would be considered. Ken Meck moved to approve all eight items on the Consent Agenda. Dick Shellenberger seconded the motion. Motion passed unanimously.

Following are the Consent Agenda items that were approved:

Minutes of June 4, 2014 Board meetings (Item #1)

Requests for Technical Assistance (Item #2)

Nutrient Management Plans (Item #3)

NRCS Report (Item #4)

Outstanding Cooperator 2015 Award Report (Item #5)

The Outstanding Cooperator Committee recommends that the Board approve granting the 2015 Outstanding Cooperator Award to the Tom and Andrew Bollinger farm in Ephrata Township. No second “Stewardship or Soil Conservation” award is being suggested for 2015, but there was discussion that in the future we may want to consider presenting a type of “Community Leadership” award to a farmer who “sells” conservation to landowners in his/her community.

EPA/DEP Manure Management for Source Water Protection Funding (Item #6)

This is an informational item since it has been previously discussed at the June 2014 BOD meeting. It is presented within the Consent Agenda for final approval. The proposed outputs are 15 Ag E&S/Conservation Plans and 50 Manure Management Plans. The total amount requested is \$75,000.00, which would go toward salary of those staff members who assist with this grant (specifically, the Plain Sect Outreach Coordinator and one Ag Conservation Technician). Additionally, some funds may move into the Environmental Education and Watershed Program if staff members from the Education and Outreach Department present lessons and/or workshops within the four municipalities. The grant application has been submitted to DEP and DEP is, in turn, submitting their application to EPA. The start date of the funding is slated for October 1, 2014 with an ending date of December 2015.

District Policy—Dirt and Gravel Road (Item #7)

The District Administrator and the Watershed Specialist recommend approval of this policy.

Strategic Watershed Action Team (SWAT) Funding from NRCS/DEP (Item #8)

The Ag Department Manager and Administration recommend that the LCCD request funding with the SWAT program for a fourth year, and that Chairman Burkhart sign the agreement (assuming that there are no modifications) as soon as it is processed by the Department.

DISCUSSION/ACTION ITEMS/AUDIT/ACKNOWLEDGE:

Nutrient Management/Cost Share Committee—PPL Proposal (Item #9)

Jeff Hill reported that David Eckardt, from the southern end of the county, is looking to install a stream crossing and stream fencing with cost share assistance from the PPL Brunner Island Fund. Justin Furnia is currently working on Mr. Eckardt’s Conservation Plan. After discussion, Dan Heller moved to approve the project as presented. Robert Shearer seconded the motion. Motion passed unanimously.

LCCWC Streamside Project Grants (Item #9b)

Jay Snyder reported in behalf of the LCCD Cost Share Committee and the Lancaster County Clean Water Consortium on the six projects that were submitted to the Consortium for Streamside Project Grant funding. The Consortium ranked the applications and recommended five of the six projects as noted in Handout 9b. Details were given to the Board on each of these projects. Jay Snyder moved to accept the proposal to fund the five projects as presented in the handout. Dan Heller seconded the motion. Motion passed unanimously.

Personnel Committee (Item #10)

Ken Meck reported that the Personnel Committee met prior to the Board meeting to conduct a final review of North Group's work, to review some health insurance options, and to make some final transition plans. Dick Shellenberger moved to approve the transition costs as discussed by the Personnel Committee, and that the first \$5,000 of Don McNutt's separation costs come from the 2014 budget with the remainder coming from the Transition account. Dan Heller seconded the motion. Motion passed unanimously.

Farm and Home Lease (Item #11)

Gerald Heistand gave details on his proposal and the counter proposal by the Farm & Home Foundation committee. The savings we gained were not great, but the small amounts saved over the years will add up. Chris Thompson reported that a \$19.50 per square foot rental fee (utilities not included) would be needed to cover the costs of a new building. On the subject of the Farm & Home Center's Stormwater Management Assessment fee, there was a recommendation that the District offer its assistance to the Farm & Home Foundation on how they can save money by doing some stormwater management. Jay Snyder moved to accept the lease conditions as presented in Item #11, and that the District offer assistance to the Farm & Home Foundation Board on how they can save funds by doing some stormwater maintenance. Ken Meck seconded the motion. Motion passed unanimously.

Letter to Township Supervisors, Managers, Zoning Officers (Item #12)

A draft letter to go out to Township Supervisors, Managers, and Zoning Officers was provided to all meeting attendees. Jeff Hill explained that since Act 167 has taken effect, there has been a lot of confusion over who is responsible for stormwater BMPs on ag projects. A meeting was held for Zoning Officers where it was mentioned that a farm conservation plan has no bearing on the need for a stormwater plan for new buildings. The District has been bombarded with requests for assistance as many townships are sending farmers our direction. It was felt that it would be a good idea for the District to send out a letter that would help to clarify this subject. There was a consensus that the draft letter as presented should be reformatted to be more concise. There was also the suggestion that it be sent from the full Board, rather than just the Chairman. Ken Meck moved to authorize management to send a certified letter to each township as per the discussion. Sonia Wasco seconded the motion. Motion passed unanimously. The Board thanked Jeff Hill for all of the work he put into this effort of educating the townships.

Exelon Ranking Tool (Item #13)

Jeff Hill reported that the ag staff drafted the ranking tool, provided in Item #13 of the mailing, for Exelon funded projects. He mentioned that staff is open to suggested revisions. The forms that will be used are taken from Bay standardized forms. Project submissions will be ranked two times per year.

Treasurer Report—Filed Subject to Audit (Item #14)

There were no comments or questions on the treasurer's reports.

Conservation Plans--Acknowledgment (Item #15)

The Board acknowledged the conservation plans listed in Item #15 of the mailing. A question was raised as to how we are tracking our goal of getting a conservation plan on every farm in the county. The best guess offered was that we are between one-half and two-thirds of the way towards our goal.

UPDATE/INFORMATION:

Monthly E&S Projects Report (Item #16)

The monthly E&S Projects report was provided in the mailing packet.

LIMC & District Database (Item #17)

Andy Hake reported that the LIMC (Lancaster Inter-Municipal Committee) and WorldView will be discussing options at a teleconference meeting the following day. Both sides are open to sharing data. Andy Hake also reported that the E&S component of the geo-database is close to being released. August 8th is the target date for the full release. The Board thanked Andy for his good report.

Envirothon Report (Item #18)

The 2014 Lancaster County Envirothon Reports were provided in the mailing packet and were referenced at the meeting.

Consortium Report (Item #18b)

Don McNutt reported that the Lancaster County Clean Water Consortium met at 4:00 this afternoon, and LandStudies is offering their services to the Little Conestoga Watershed Alliance. If approved, there is a task within their Scope of Work to provide \$5,500 to the District for Andy Hake to use our Geo-database tool to help prioritize projects and provide a tool to measure watershed wide nutrient and sediment reduction goals.

PARTNERSHIP REPORTS:

PA DEP: July 2014 DEP Conservation District Field Rep Talking Points were provided in the meeting handout packets.

Lisa Graybeal shared with the Board that DEP may be requiring that a permit be obtained in order to feed cows surplus produce that a grocery store is discarding.

OTHER:

Sonia Wasco and other Board members thanked Don McNutt for his years of service and dedication. Don shared that throughout his ten years as manager he found himself much busier than he expected to be, and that it was the strength and collective wisdom of the Board and the good work of staff that made everything work out.

Robert Shearer moved to adjourn the meeting at 9:05 PM. Ken Meck seconded the motion. Motion passed unanimously.

Gerald M. Heistand
Recording Secretary