

MINUTES OF THE JUNE 22, 2023, A.C.C.D. BOARD MEETING

#5

The monthly meeting of the Adams County Conservation District (District) Board of Directors (Board or BOD) was held on June 22, 2023, at the Adams County Agricultural and Natural Resources Center, 670 Old Harrisburg Road, Gettysburg, PA 17325 with a call-in option. Chair, Carl Keller, Jr. called the meeting to order at 7:45 PM. A quorum was met. The following were present in person or by phone (* if present via phone):

Carl Keller Jr., Chair/ Farm Director	Ed Wilkinson, Vice-chair/ Farm Director
Michelle Kirk, Treasurer/Farm Director	Adam McClain, District Manager
Dave Benner, Farm Director	Mary Smith, Staff Accountant
Commissioner Jim Martin, Commissioner Director	Rick Crouse, Public Director
Lindsey Bream, NRCS	Susan Landauer, Admin Spec/ Board Secretary
Charlie Bennett, Public Director	Russell Ryan, Resource Conservationist

Adam McClain went over the additional measures the District is taking to maintain transparency during the COVID-19 pandemic: advertised in the Gettysburg Times that Board meetings may be held as virtual meetings, Board meeting agenda was posted in the District Office and on the County website, Board meeting call-in information was posted on the County website and the Ag Center entrance.

Welcome and Roll Call: Chair, Carl Keller, Jr. welcomed all and a roll call was done by Adam McClain.

Public Comments: There were no comments from the public.

Additional Agenda Items and Flexibility of the Agenda Order: *Ed Wilkinson moved to approve having flexibility of the agenda order. Commissioner Jim Martin seconded the motion. Motion carried.*

Approval of Minutes: *Commissioner Jim Martin moved to approve the minutes of the May 25, 2023 BOD meeting. Dave Benner seconded the motion. Motion carried.*

Treasurer's Report: *Michelle Kirk reviewed the Treasurer's report for May 2023, found everything to be in order, and recommended that it be filed for audit.*

Cooperating Agency Reports:

Natural Resources Conservation Service (NRCS) - Lindsey Bream, District Conservationist, highlighted the NRCS monthly report.

Committee Reports:

Executive Session – Carl Keller, Jr. reported that an executive session was held from 7:00PM to 7:30PM prior to the Board meeting for the purpose of considering entering an agreement for the purchase or lease of real property.

Staff Recognition - Adam McClain and the Board of Directors thanked Russell Ryan for his 30 years of service to the County. He was presented with a card, framed certificate, and a gift.

Ag Center - Ed Wilkinson noted that McClure changed the motor on the HVAC system with the spare motor that was already purchased. The one removed might be able to be repaired for future use.

Dirt & Gravel Low Volume Roads Program:

Mount Hope Road – Adam McClain reviewed the contract and provided the QAB's recommendation. *Charlie Bennett moved to approve the contract with Hamiltonban Township for the Low Volume project along Mount Hope Road for \$22,065.96. Ed Wilkinson seconded the motion. Motion carried.*

Scott School Road – Adam McClain reviewed the contract and provided the QAB’s recommendation. *Ed Wilkinson moved to approve the contract with Franklin Township for the Low Volume project along Scott School Road for \$24,061.10. Commissioner Jim Martin seconded the motion. Motion carried.*

Program Update – The current delegation ends June 30, 2023 but funds can be used until June 30, 2024. The Dirt & Gravel funds will be fully spent before the deadline. The Low Volume Roads Program has approximately \$160,000 remaining. The deadline for applications is August 1, 2023, but it is likely that not all the remaining funds will be spent due to the new state stream crossing policies. This may impact the amount of funding we will receive for the Low Volume Roads Program in 2024.

Nutrient and Odor Management Program:

Brandon and Waverly Keller NMP – Adam McClain reviewed the plan and noted that it meets the requirements and recommended the plan for approval. *Ed Wilkinson moved to approve the Brandon and Waverly Keller NMP. Commissioner Jim Martin seconded the motion. Motion carried.*

NMP Updates – Adam McClain noted that our Nutrient Management Delegation Agreement ends on June 30, 2023. Beginning July 1, 2023, manure complaints will go to DEP and Nutrient Management Plans and responsibilities will go to the State Conservation Commission (SCC).

Gettysburg Brethren Church: Adam McClain noted that Waggoner Construction requested to cancel their existing contract for the Gettysburg Brethren Church Rain Gardens due to state treasury issues that would not be resolved quickly. Adam recommended approving Waggoners request and approving contracting the project with Flyway Excavating. *Ed Wilkinson moved to cancel the Waggoner Construction contract and approve the Flyway Excavating Contract for the Gettysburg Brethren Church Rain Gardens project in the amount of \$49,945. Michelle Kirk seconded the motion. Charlie Bennett abstained from voting and discussion due to his involvement with the church. Motion carried.*

Conservation District Fund Allocation Program (CDFAP) Agricultural Conservation Technician Grant: *Commissioner Jim Martin moved to approve the CDFAP Agricultural Conservation Technician Grant in the amount of \$20,000. Michelle Kirk seconded the motion. Motion carried.*

Chesapeake Bay Technician Grant: Adam McClain shared the grant provides \$80,000 for the Chesapeake Bay Technician position. The remaining \$34,229.81 goes towards 2 Ag Conservation Technician positions. *Michelle Kirk moved to approve the Chesapeake Bay Technician Grant in the amount of \$114,229.81. Charlie Bennett seconded the motion. Motion carried.*

Liability Insurance Carrier: Adam McClain shared ACNB Insurance quotes from Astra and Selective. Selective’s cost was minimally cheaper, but Astra’s provided higher coverages. *Charlie Bennett moved to approve the Directors and Officers policy provided by Astra. Ed Wilkinson seconded the motion. Motion carried.*

Rock/Marsh Critical Area Resource Plan / Act 220: No updates.

Program/Staff Reports:

District Manager – Adam McClain provided updates on the Bay Technician and Ag Conservation Technician positions, new cleaning service company and mowing company, potential single financial audit in 2023, updating grants/contracts to get reimbursements for the new District staff rates, meeting with new PA DEP Acting Secretary, and PACD committee and council meetings in July.

Director Comments: Charlie Bennett thanked the Board for the approval of the Flyway Excavating contract to complete the Gettysburg Brethren Church Rain Gardens. Commissioner Jim Martin and Ed Wilkinson offered apologies for arriving late due to other commitments. Commissioner Martin mentioned he was at a PComp meeting to discuss risk pool issues.

Adjournment: Carl Keller, Jr. adjourned the meeting at 8:37PM.

Respectfully submitted,



Susan Landauer, Administrative Specialist/ Board Secretary
Adams County Conservation District

MEMORANDUM

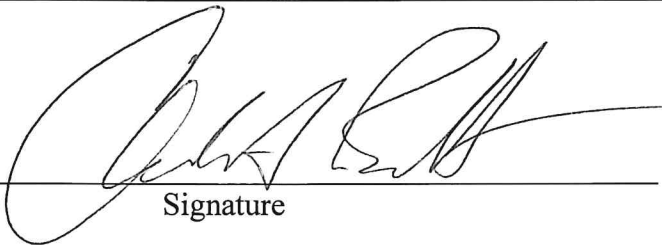
TO: Adam McClain, District Manager, Adams County Conservation District

FROM: Charlie Bennett

SUBJECT: Abstention from Voting and Deliberations

In order to comply with Section 1103(j) of the Public Official and Employee Ethics Act, I wish to publicly announce at today's meeting my abstention from voting or deliberating on Agenda 'Item # 13 - Approval to Cancel Waggoner Construction Contract and Approve Flyway. Excavating Contract
Please also have this memorandum filed with the person responsible for recording the minutes of the meeting.

Reasons for Abstention: I AM A LEADERSHIP TEAM
MEMBER AT THE GETTYSBURG CHURCH OF
THE BRETHREN PROJECT SITE


Signature

6/22/23
Date