

MINUTES OF THE MAY 21, 2026, A.C.C.D. BOARD MEETING

The monthly meeting of the Adams County Conservation District (District) Board of Directors (Board or BOD) was held on May 21, 2026, 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 7:31 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
Adam McClain, District Manager	Dave Benner, Farm Director
Charlie Bennett, Public Director	Commissioner Jim Martin, Commissioner Director
Michelle Kirk, Treasurer/Farm Director	Rick Crouse, Public Director
Lindsay Bream, NRCS	Christopher Santore, DEP
Susan Landauer, Admin Spec/Board Secretary	Deb Musselman, Resource Cons. Supervisor
Mary Smith, Staff Accountant	

Adam McClain went over the additional measures the District is taking to maintain transparency: 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. To join this meeting by phone or for other means to provide public comment, the request must have been received by noon today. Request to join by phone: None

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 and the addition of agenda item 9.1 Approval of Watershed Specialist Grant. Michelle Kirk seconded the motion. Motion carried.*

Approval of Minutes: *Dave Benner moved to approve the minutes of the April 23, 2026, BOD meeting. Ed Wilkinson seconded the motion. Motion carried.*

Treasurer's Report: *Michelle Kirk reviewed the Treasurer's report for April 2026, found everything to be in order, and recommended that it be filed for audit.*

Cooperating Agency Reports:

Department of Environmental Protection (DEP) – Christopher Santore, Conservation District Field Representative, highlighted the May 2026 DEP Conservation District Field Rep Talking Points.

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

Committee Reports:

Ag Center – Ed Wilkson shared that Frantz replaced some wax seals on a few toilets.

Budget & Finance - Michelle Kirk shared that the Budget & Finance committee met this morning. ACNB presented on the status of the District's Wolfe Investment. The Committee discussed the Investment Policy Statement for the Mary W. Wolfe Estate portfolio, which requires the Board to annually review the Policy and revise as necessary. ACNB recommended a few changes to the policy, mainly consolidating some of the assets allocation parameters. *Michelle Kirk moved to approve the policy changes recommended by ACNB, to meet with ACNB at least two times a year, to authorize Mary Smith and Adam McClain to discuss ways to increase*

returns with ACNB, and for ACNB to present these ideas at a future District board meeting. Charlie Bennett seconded the motion. Motion carried.

SEK, the District's auditor, also highlighted the District's 2025 financial audit and single audit at the Committee meeting. The Budget & Finance Committee recommended approving the District's 2025 financial audit and single audit. Michelle Kirk moved to approve the District's 2025 financial audit and single audit. Ed Wilkinson seconded the motion. Motion carried.

Safety Committee – Adam McClain shared that he drafted a space heater policy in coordination with PCoRP, District's insurance carrier. The Committee reviewed the draft space heater policy but due to a few reasons, agreed it would be better to prohibit space heaters. The Committee also discussed setting a prescribed temperature range and having Adam/Jeff/HVAC help with alternatives if employees are not comfortable. Ed Wilkinson moved to approve prohibiting the use of space heaters. Dave Benner seconded the motion. Motion carried. Michelle Kirk moved to approve the installation of locked covers over the heating/cooling controls and setting a consistent building temperature. Ed Wilkinson seconded the motion. Motion carried.

Conflict of Interest Waiver: Adam McClain reviewed the Conflict of Interest Waiver requested by Barley Snyder related to working with another client on a Chapter 102 matter. Adam recommended following DEP's Chapter 102 attorney's guidance to not sign the waiver since it is state delegated program. Charlie Bennett moved to approve declining to sign the Conflict of Interest Waiver requested by Barley Snyder. Ed Wilkinson seconded the motion. Motion carried.

Watershed Specialist: Michelle Kirk moved to approve the Watershed Specialist grant for \$55,250. Commissioner Jim Martin seconded the motion. Motion carried.

Maintenance Contract: Adam McClain reviewed Jeff Hydock's maintenance contract and recommended approval. Ed Wilkinson moved to approve Jeff Hydock's maintenance contract. Dave Benner seconded the motion. Motion carried.

Watershed Alliance of York (WAY): Adam McClain reviewed the contract with WAY for the Beaver Creek Stream Restoration project and recommended approval. Charlie Bennett moved to approve the contract with the Watershed Alliance of York to be the project administrator of the joint Beaver Creek Stream Restoration Project for \$149,890. Commissioner Jim Martin seconded the motion. Motion carried.

Wetland Determination: Ed Wilkinson moved to approve contracting with Roemer Ecological Services up to \$10,000 in Countywide Action Plan funding, over the next 2 years, for wetland determination/delineation services related to Chapter 105 permit needs. Charlie Bennett seconded the motion. Motion carried.

Program/Staff Reports:

Deb Musselman shared Chapter 102 program updates. The E&S team is very busy with an increase in reviews, submissions, acknowledgements, elevated reviews, withdrawals, enforcement, and complaints. The E&S team will be holding an information session on June 17th for municipalities, municipal engineers, and design engineers to cover the common issues with plan submissions and enforcement, and to educate the attendees on the new program forms.

Susan Landauer shared that she is busy assisting the E&S team with their workload and helping to plan the upcoming information session.

District Manager – Adam McClain shared that Madison Lang has returned as the seasonal Vector Control Technician, a campus information sign will be installed near the front entrance, and he will be drafting a policy for the Ag Center Committee to review regarding requirements for dedication items on the property.

Director Comments: Dave Benner asked for information regarding the wetlands project at Quaker Valley Road and Route 34.

Adjournment: Carl Keller, Jr. adjourned the meeting at 9:07 PM.

Respectfully submitted,

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