

MINUTES OF THE JANUARY 25, 2024, 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 January 25, 2024, 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 2:05 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
Commissioner Jim Martin, Commissioner Director	Rick Crouse, Public Director
Heather Bowers-Wivell, NRCS	Michelle Kirk, Treasurer/Farm Director*
Charlie Bennett, Public Director	Susan Landauer, Admin Spec/Board Secretary
Christopher Santore, DEP	Anastasia Miller, Chesapeake Bay Tech
Ricky Whitmore, CAP Coordinator	Christina Anders, Resource Cons. Tech
Deb Musselman, Resource Cons. Tech	Ben Smith, Ag. Cons. Tech
Brian Sneeringer, Ag Cons. Tech	Russell Ryan, Resource Conservationist
Mary Smith, Staff Accountant	Sherri Clayton-Williams
Vy Trinh, Watershed Specialist	

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 directions was posted on the County website and the Ag Center entrance. To utilize call-in option, person must request call information from amclain@adamscountypa.gov by noon on the day of the meeting.

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.

Swearing in of Directors: *Carl Keller Jr. swore in Commissioner Jim Martin. Commissioner Jim Martin swore in Carl Keller Jr. and Charlie Bennett.*

Election of Officers: *Charlie Bennett moved to approve the reappointment of slated officers of Carl Keller Jr. as Chair, Ed Wilkinson as Vice-Chair, Michelle Kirk as Treasurer, and Susan Landauer as Secretary. Ed Wilkinson seconded the motion. Motion carried.*

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 December 21, 2023, BOD meeting. Ed Wilkinson seconded the motion. Motion carried.*

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

Cooperating Agency Reports:

Natural Resources Conservation Service (NRCS) – Heather Bowers-Wivell, Soil Conservationist, highlighted the NRCS monthly report.

Department of Environmental Protection (DEP) – Christopher Santore, Conservation District Field Representative, highlighted the January 2024 DEP Conservation District Field Rep Talking Points.

Committee Reports:

Ag Center – Ed Wilkinson shared that Cumberland Valley Tree Service completed tree trimming today.

2024 Associate Directors: Adam McClain recommended the approval of the current Associate Directors for 2024. *Dave Benner moved to approve Alan Zepp, George Weikert, Sue Cipperly, Pat Naugle, and Eric Mains as Associate Directors for 2024. Charlie Bennett seconded the motion. Motion carried.*

2024 District Committees: Adam McClain presented the draft 2024 District Committees. *Ed Wilkinson moved to approve the 2024 District Committees. Michelle Kirk seconded the motion. Motion carried.*

ACNB Insured Cash Sweep Accounts: Mary Smith and Adam McClain shared their draft plans for moving funds into the ACNB Insured Cash Sweep Accounts to increase the amount of interest being earned on current checking accounts. *Charlie Bennett moved to approve the use of ACNB Insured Cash Sweep Accounts as presented. Ed Wilkinson seconded the motion. Motion carried.*

Chapter 102 Pilot: Adam McClain recommended that we decline the offer to participate due to anticipated workload and staff capacity in the coming year. *Charlie Bennett moved to decline the opportunity to participate in the Chapter 102 Pilot Expedited Individual NPDES Permit Process. Dave Benner seconded the motion. Motion carried.*

Alliance for the Chesapeake Bay Contract: Ricky Whitmore recommended the contract to install buffer planting for the Gettysburg Municipal Authority near Sachs Covered Bridge. *Ed Wilkinson moved to approve the Alliance for the Chesapeake Bay Contract for \$7,400. Commissioner Jim Martin seconded the motion. Motion carried.*

2023 Ag Awards: Staff made recommendations for recipients of the following awards:

2023 Farmer of the Year: *Ed Wilkinson moved to approve Janet Ludwig as the 2023 Farmer of the Year. Commissioner Jim Martin seconded the motion. Motion carried.*

2023 Outstanding Cooperator: *Rick Crouse moved to approve Dave and Chris Jeffcoat as the 2023 Outstanding Cooperator. Michelle Kirk seconded the motion. Motion carried.*

Bill McCleaf Award: *Rick Crouse moved to approve Tim Brown as the recipient of the Bill McCleaf Award. Commissioner Jim Martin seconded the motion. Motion carried.*

Ag Plan Reimbursement Program: *Charlie Bennett moved to approve the Adams County Agricultural Planning Assistance Program policy. Ed Wilkinson seconded the motion. Motion carried.*

2023 Goals & Objectives - Accomplishments: Adam McClain highlighted the 2023 Goals and Objectives. The Board had no questions or suggested edits.

2023 State Ethics Commission Statement of Financial Interest Form: Adam McClain discussed the annual form and the need for it to be completed by ACCD staff and Board members.

Program/Staff Reports:

Staff Reports –

- Vy Trinh shared that 8,000 trees have been ordered for the Adams County Planting Partnership's Spring 2024 Tree Distribution event, she is developing a planting plan for the Adams County Human Services Building, logos have been submitted for the Envirothon T-shirt contest and we are receiving monetary donations from local businesses, and she is updating annual reports and hopes to be back in the field in February.
- Susan Landauer asked for feedback regarding the December Planning meeting and noted that she and Mary Smith will be working on planning the Annual Soil Quality Meeting to be held in April.
- Mary Smith shared that she has completed 1099's for our vendors and SEK, our auditors, will be handling the IRS transmittal of them.

- Deb Musselman shared that she has received applications for the Low Volume Program and is working on projects with Hamiltonban Township and Huntington Township. She is hoping that with these projects she will be able to have her budget spent by June 30th.
- Christina Anders attended training in Harrisburg last week for the Mosquito Borne Disease Control Program, is preparing for the summer program, and working on 106 separate general permits expiring December 7, 2024
- Rusty Ryan shared that he will be retiring June 28th, NPDES plans are steady and we have several sites being reviewed at the state level, he is working with staff on purging files and streamlining procedures, acquiring a new database for the E&S program, and expressed his appreciation of support received from the District Board.
- Ricky Whitmore is working on permits and contracts for summer projects and is collaborating with the Fish & Boat Commission for new stream restoration projects.
- Ben Smith is helping with surveying projects, conservation plans with NRCS, and assisting with walking fields for the cover crop program.
- Brian Sneeringer shared his appreciation of Ed Wilkinson agreeing to speak at the No-Till Alliance Winter Meeting in Lancaster this week, is field surveying as weather permits, and preparing tile and waterway work for spring.
- Anastasia Miller shared that she has completed 6 new Chesapeake Bay Inspections covering over 700 acres, is working with an operator to update an Ag E&S plan, conservation plans, and a manure management plan.
- Sherri Clayton-Williams shared that the new chairs for the District Board room will be installed next week, expressed appreciation on collaboration with Rusty and Brian on projects with the Planning office, offered the use of Owls for hybrid meetings, and noted that Commissioner Marty Qually was recently appointed to the Chesapeake Bay Local Government Advisory Committee and will be working with Adam and other staff.

District Manager – Adam McClain thanked Brian Sneeringer and Becky Nas for attending the Cumberland Township meeting and obtaining a waiver, provided a PACD executive council meeting update, is working on obtaining quotes for future building projects, will be attending the Annual Fruit Grower’s meeting, invited the Human Resource department to discuss employee benefits at our next staff meeting, and noted that the E&S department will be transitioning as Rusty prepares for retirement.

Director Comments: Rick commended the staff on the selection of the award recipients and applauded Ed on the presentation he did at the PA No Till Alliance meeting. Commissioner Martin noted that Lancaster Farmer noted that cover crop seed will be in short supply this year so orders should be placed early, he prefers the term solar array or industrial solar over solar farm, and the County is looking at hiring a risk manager due to increased cyber intrusions and scams. Ed thanked Brian for his assistance in preparing for his recent presentation, as well as Vy and Anastasia. Carl thanked everyone for coming and Charlie and Commissioner Martin for staying on the Board for another term.

Adjournment: Carl Keller, Jr. adjourned the meeting at 3:28 PM.

Respectfully submitted,



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