MINUTES OF THE OCTOBER 22, 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 October 22, 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 7:30 PM. A quorum was met. The following were present in person or by phone (* if present via phone):

Carl Keller, Jr., Chair/Farm Director
Adam McClain, District Manager
Dave Benner, Farm Director
Lindsey Bream, NRCS
Christopher Santore, DEP
*Michelle Kirk, Treasurer/Farm Director
Ed Wilkinson, Vice-chair/Farm Director
Rick Crouse, Public Director
*Commissioner Jim Martin, Commissioner Director
Susan Landauer, Admin Spec/Board Secretary
Charlie Bennett, Public Director

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: Commissioner Jim Martin and Michelle Kirk

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. Dave Benner seconded the motion. Motion carried.*

Approval of Minutes: *Ed Wilkinson moved to approve the minutes of the September 24, 2026, BOD meeting. Dave Benner seconded the motion. Motion carried.*

Treasurer's Report: *Charlie Bennett reviewed the Treasurer's report for September 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 October 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 – Adam McClain shared that Berkshire completed their audible inspection of the fire system, held a fire drill, and tested the 911 call button in the elevator.

Dirt Gravel Low Volume Roads Program (DGLV): Adam McClain shared the DGLV Quality Assurance Board's recommendation. *Charlie Bennett moved to approve the Low Volume Roads project on Cold Springs Road in Hamiltonban Township for $9,587.64. Ed Wilkinson seconded the motion. Motion carried*

RC&D Board Appointments: *Ed Wilkinson moved to approve Adam McClain's 3-year term and Ricky Whitmore's 1-year alternate term to the RC&D Board. Charlie Bennett seconded the motion. Motion carried.*

RC&D Cover Crop Survey: *Michelle Kirk moved to approve the District's participation in the RC&D Cover Crop Survey with $700 for participation plus gas and mileage expenses to be covered by RC&D. Ed Wilkinson seconded the motion. Motion carried.*

Mildred Musselman Environmental Education Scholarships: *Michelle Kirk moved to approve two scholarships in the amount of $250 each for two students to attend the National FFA Convention. Commissioner Jim Martin seconded the motion. Motion carried.*

CDFAP Grant: *Ed Wilkinson moved to approve the CDFAP Administrative Assistance grant for $121,915. Dave Benner seconded the motion. Motion carried.*

Fire Extinguisher Replacement: *Commissioner Jim Martin moved to approve the use of the PCoRP grant to replace 6 water fire extinguishers with 6 ABC fire extinguishers for $762. Michelle Kirk seconded the motion. Motion carried.*

Fire Extinguisher Training: *Ed Wilkinson moved to approve the use of the PCoRP grant to provide fire extinguisher training to staff at the Ag Center for $568. Dave Benner seconded the motion. Motion carried.*

Hartzell Home & Garden Services: Adam McClain reviewed the snow removal contract and recommended approval. *Rick Crouse moved to approve the snow removal contract with Hartzell Home & Garden Services, LLC. Ed Wilkinson seconded the motion. Motion carried.*

Ag Plan Reimbursement Policy: *Ed Wilkinson moved to approve the Ag Plan Reimbursement Policy as presented to assist farmers with ag plan costs. Charlie Bennett seconded the motion. Motion carried.*

Ag Center Reserve Policy: *Ed Wilkinson moved to approve the Ag Center Reserve Policy as presented with additional language regarding the review of the minimum required balance at set intervals. Dave Benner seconded the motion. Commissioner Martin abstained. Motion carried.*

Program/Staff Reports:

District Manager – Adam McClain shared that WAAC was presented the Conservation District Stewardship Award, future legislative outreach, PLGIT term account reinvestments, and the November board meeting will be readvertised for 7pm at the Butler Township Municipal Building due to the 250th celebration occurring in Gettysburg that week.

Director Comments:
None

Adjournment: Carl Keller, Jr. adjourned the meeting at 8:43PM.

Respectfully submitted,

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