

MINUTES OF THE MARCH 28, 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 March 28, 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 7:14 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
Lindsey Bream, NRCS	Michelle Kirk, Treasurer/Farm Director*
Christopher Santore, DEP*	Susan Landauer, Admin Spec/Board Secretary

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: Michelle Kirk, Christopher Santore

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: *Dave Benner moved to approve the minutes of the February 22, 2024, BOD meeting. Commissioner Jim Martin seconded the motion. Motion carried.*

Treasurer's Report: *Rick Crouse reviewed the Treasurer's report for February 2024, 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.

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

Committee Reports:

Ag Center – Ed Wilkinson shared that Frantz performed backflow testing and everything was in order.

Dirt, Gravel, Low Volume (DGLV) Roads Program: Adam McClain reviewed the contracts and provided the QAB's recommendations.

Greenbriar Road, Huntington Township (Low Volume) – *Ed Wilkinson moved to approve the contract with Huntington Township for the Low Volume project along Greenbriar Road for \$244,879. Dave Benner seconded the motion. Motion carried.*

White Oak Tree Road, Huntington Township (Low Volume) - *Commissioner Jim Martin moved to approve the contract with Huntington Township for the Low Volume project along White Oak Tree Road for \$15,519.16. Ed Wilkinson seconded the motion. Motion carried.*

Torway Road, Huntington Township (Low Volume) - *Ed Wilkinson moved to approve the contract with Huntington Township for the Low Volume project along Torway Road for \$15,405.38. Dave Benner seconded the motion. Motion carried.*

Agricultural Conservation Assistance Program (ACAP) Applications: Adam McClain explained the projects and recommended approval of the ACAP applications.

Getty Acres – *Dave Benner moved to approve the ACAP application with Getty Acres for \$414,344. Commissioner Jim Martin seconded the motion. Motion carried. Ed Wilkinson abstained from voting and discussion.*

Lagging Stream Farm – *Michelle Kirk moved to approve the ACAP application with Lagging Stream Farm for \$15,601.87. Ed Wilkinson seconded the motion. Motion carried.*

RN Miller Farm LLC – *Commissioner Jim Martin moved to approve the ACAP application with RN Miller Farm LLC for \$141,975.39. Ed Wilkinson seconded the motion. Motion carried.*

Kenneth and Barbara Smith – *Ed Wilkinson moved to approve the ACAP application with Kenneth and Barbara Smith for \$18,236. Dave Benner seconded the motion. Motion carried.*

Keller Engineers for ACAP Engineering Assistance: Adam McClain explained the need for engineering services related to ACAP to include site visits and assistance with the preparation of applications for funding for potential projects. *Commissioner Jim Martin moved to approve the contract with Keller Engineers for ACAP engineering assistance. Ed Wilkinson seconded the motion. Motion carried.*

ACAP Policy Revisions: Adam McClain explained the changes made to the ACAP Policy. *Ed Wilkinson moved to approve the ACAP Policy changes as discussed. Dave Benner seconded the motion. Motion carried.*

Countywide Action Plan (CAP) Landowner Agreements: Adam McClain highlighted the CAP projects. *Ed Wilkinson moved to approve the CAP Landowner Agreements with Mike Showers, Beaver Creek Village, Pennsylvania Fish and Boat Commission, and Shoshonean Rod and Gun Club. Commissioner Jim Martin seconded the motion. Motion carried.*

KPI Technology for CAP Engineering Assistance: Adam McClain explained the need for engineering services to oversee the Longview Boulevard West Basin project. *Commissioner Jim Martin moved to approve the KPI Technology contract with a not to exceed amount of \$7,668. Ed Wilkinson seconded the motion. Motion carried.*

Stream Restoration Projects: Adam McClain explained that quotes were requested from four companies to complete the work related to four CAP stream restoration projects. *Ed Wilkinson moved to approve the contract with Flyway Excavating with a not to exceed amount of \$179,610. Commissioner Jim Martin seconded the motion. Motion carried.*

Erin Valentine's Cleaning Service: Adam McClain reviewed the Erin Valentine's cleaning service contract and recommended approval. *Ed Wilkinson moved to approve the contract with Erin Valentine for 6 months. Dave Benner seconded the motion. Motion carried.*

2024 Envirothon Donations: Adam McClain reviewed the 2024 Envirothon donations and recommended approval. *Ed Wilkinson moved to approve the 2024 Envirothon Donations. Commissioner Jim Martin seconded the motion. Motion carried.*

Adams County Farm Bureaus (ACFB): Adam McClain shared the details of ACFB's request to hold a scholarship fundraiser at the Ag Center, which would require a District staff member to attend. *Ed Wilkinson moved to approve*

the request to use of the Ag Center for the ACFB fundraiser event on May 18, 2024. Commissioner Jim Martin seconded the motion. Motion carried.

Kitchen Tile: Adam McClain shared the 2 quotes received for tile work in the five kitchen areas throughout the Ag Center. *Ed Wilkinson moved to approve Ron Trostle's tile work quote with a not to exceed amount of \$2,210. Michelle Kirk seconded the motion. Motion carried.*

Cyber Security: Adam McClain shared that he has been working with County IT to identify and close cyber security risk gaps that may exist and shared some preliminary ideas.

Program/Staff Reports:

Administrative Specialist – Susan Landauer shared that she is busy assisting in the planning of the upcoming Envirothon competitions, the Tree Distribution with the Adams County Planting Partnership, and the Soil Quality meeting in the month of April.

District Manager – Adam McClain shared upcoming April events including the annual audit with SEK, the Soil Quality meeting, Envirothons, and the County Commissioner's Proclamation for Conservation District week. In addition, the next Board meeting will be held at 7:30pm, \$3.2 million worth of ACAP projects need contracted by the end of 2024, a roof estimate is expected in the near future if work is needed, the Resource Conservation Supervisor position will be filled by Deb Musselman, and the State Conservation Commission completed their audit of the Dirt & Gravel Low Volume Road Program last week.

Director Comments:

Commissioner Jim Martin shared that the 50 acre Steven and Jennifer Hollinger Farm at 300 Mud Run Road in Huntington Township, York Springs has been added to the Agricultural Security Area. Michelle Kirk reported that she is doing well and hopes to attend the April meeting in person. Ed Wilkinson noted he understands why closing cyber security risks is so important in these current times.

Adjournment: Carl Keller, Jr. adjourned the meeting at 9:00 PM.

Respectfully submitted,



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