

#5

## MINUTES OF THE OCTOBER 27, 2022, 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 27, 2022, at the Adams County Agricultural and Natural Resources Center, 670 Old Harrisburg Road, Gettysburg, PA 17325 with a call-in option. Chairman, Carl Keller, Jr. called the meeting to order at 7:40 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
Commissioner Jim Martin, Commissioner Director	*Rick Crouse, Public Director
Adam McClain, District Manager	Dave Benner, Farm Director
Sarah Spencer, Admin Asst/ Board Secretary	Lindsey Bream, NRCS
Charlie Bennett, Public Director	

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:** *Charlie Bennett moved to approve the Board having flexibility of the agenda order. Dave Benner seconded the motion. Motion carried.*

**Approval of Minutes:** *Commissioner Jim Martin moved to approve the minutes of the September 22, 2022, BOD meeting. Dave Benner seconded the motion. Motion carried.*

**Treasurer's Report:** *Ed Wilkinson reviewed the Treasurer's report for September 2022, found everything to be in order, and recommended that it be filed for audit.*

### **Cooperating Agency Reports:**

**Natural Resources Conservation Service** - Lindsey Bream, District Conservationist, highlighted the USDA-NRCS monthly report and other current activities.

**Department of Environmental Protection (DEP)** – Adam McClain shared that Tyler Trostle, Ag Conservation Tech, resigned and will be a DEP Field Representative.

### **Committee Reports:**

**Ag Center-** Ed Wilkinson shared that McClure was in for their HVAC preventative maintenance and found two issues.

**McClure Quotes:** *Ed Wilkinson moved to approve the McClure quote of \$8,866 to repair a chilled water control valve and the McClure quote of \$1,105 to repair a motor actuator. Charlie Bennett seconded the motion. Motion carried.*

### **Nutrient and Odor Management Program:**

- a. Adam McClain reported that no operators were referred to State Conservation Commission last month.
- b. **Dean and Pamela Bange** – Adam McClain highlighted their operation changes and shared Vy Trinh's acknowledgement of their request to withdraw from the PA Nutrient Management Program.
- c. **Hillandale Gettysburg, LP NMP** – Adam McClain highlighted the NMP and shared Vy Trinh's recommendation for approval. *Charlie Bennett moved to approve the Hillandale Gettysburg, LP Nutrient Management Plan. Dave Benner seconded the motion. Motion carried.*

**Capital RC&D Agreement:** *Ed Wilkinson moved to approve Capital RC&D Cover Crop Survey Agreement. Commissioner Jim Martin seconded the motion. Motion carried.*

**Countywide Action Plan (CAP) Coordinator Grant:** Adam McClain highlighted the grant and extension for Ricky Whitmore's position of CAP Coordinator. *Carl Keller Jr. moved to approve the CAP Coordinator grant in the amount of \$48,421 and the CAP grant extension. Commissioner Jim Martin seconded the motion. Motion carried.*

**National Association of Conservation District (NACD):** *Ed Wilkinson moved to approve the NACD yearly dues in the amount of \$150. Commissioner Jim Martin seconded the motion. Motion carried.*

**Custodial Agreement:** *Rick Crouse moved to approve the annual custodial agreement with Pam Fidler including a 4% increase in the custodial pay rate. Ed Wilkinson seconded the motion. Motion carried.*

**Maintenance Agreement:** *Charlie Bennett moved to approve the annual maintenance agreement with Jeffery Hydock including a \$1/hour pay increase. Commissioner Jim Martin seconded the motion. Motion carried.*

**Contractor Gift Cards:** *Ed Wilkinson moved to approve a \$100 gift card for both Jeff Hydock and Pam Fidler. Commissioner Jim Martin seconded the motion. Motion carried.*

**Snow Removal Contract:** *Rick Crouse moved to approve the 1-year contract with Hartzell Home & Garden for snow removal services. Ed Wilkinson seconded the motion. Motion carried.*

**Rock/Marsh Critical Area Resource Plan /Act 220:** Charlie Bennett shared the Potomac Committee met and that the Rock/Marsh Creek plan will hopefully be released in April 2023. DEP plans to reduce the number of meetings next year. Charlie thanked all the members who attended the meetings and shared his concerns with length of the process.

**Program/Staff Reports:**

**Administrative Assistant** – Sarah Spencer shared she attended the Envirothon Coordinator meeting, is editing the new website, processing E&S/NPDES plans, working with Practice Keeper as a potential new E&S database, and continuing her assistance with the Adams County Planting Partnership.

**Chesapeake Bay Program** – Adam McClain highlighted Tyler Echard's written report.

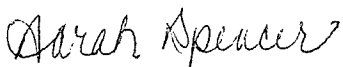
**District Manager** – Adam McClain provided updates on the solar panels and Director nominations.

**Executive Session:** At 8:32PM, Carl Keller Jr. called the meeting into Executive Session for the purpose of personnel matters. At 8:58PM, Carl Keller Jr. reported out of Executive Session that the Board discussed personnel matters, and no action was taken.

**Director Comments:** Commissioner Martin stated that the Elections Office is getting ready for the upcoming elections and that Adams County has been ranked number 1 in the state for election accuracy. Charlie Bennett shared he has been working with Joe Hallinan and Ricky Whitmore on a grant for 2 rain gardens and lawn conversion projects at the Gettysburg Church of the Brethren.

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

Respectfully submitted,



Sarah Spencer, Administrative Assistant/ Board Secretary  
Adams County Conservation District