

## MINUTES OF THE AUGUST 22, 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 August 22, 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 7:37 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  
 Michelle Kirk, Treasurer/Farm Director\*  
 Charlie Bennett, Public Director  
 Rick Crouse, Public Director  
 Christopher Santore, DEP

Ed Wilkinson, Vice-chair/ Farm Director  
 Dave Benner, Farm Director  
 Commissioner Jim Martin, Commissioner Director  
 Lindsey Bream, NRCS  
 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

**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 July 25, 2024, BOD meeting. Ed Wilkinson seconded the motion. Motion carried.*

**Treasurer's Report:** *Carl Keller, Jr. reviewed the Treasurer's report for July 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 August 2024 DEP Conservation District Field Rep Talking Points.

### **Committee Reports:**

**Ag Center** – Ed Wilkinson shared that there was some contract work completed.

**Conservation District Fund Allocation Program (CDFAP) Unconventional Gas Well Fund:** Adam McClain shared that these funds are used toward the salary and benefits for Adam McClain, Mary Smith, and Susan Landauer and recommended approval. *Ed Wilkinson moved to approve the CDFAP Unconventional Gas Well Funds of \$119,721. Commissioner Jim Martin seconded the motion. Motion carried.*

**Susquehanna Door Annual Planned Maintenance Agreement:** Adam McClain reviewed the annual contract and recommended approval. *Commissioner Jim Martin moved to approve the annual contract with Susquehanna Door for \$470. Dave Benner seconded the motion. Motion carried.*

**Pennsylvania Association of Conservation Districts (PACD):** Adam McClain reviewed the PACD dues and recommended approval. *Ed Wilkinson moved to approve PACD dues in the amount of \$2,665. Charlie Bennett seconded the motion. Motion carried.*

**Erosion & Sediment (E&S) Fee Schedule:** Adam McClain explained that the E&S fee schedule should be changed to allow an additional fee for permit renewals due to the additional workload incurred. *Charlie Bennett moved to approve the change to the E&S fee schedule for renewals to allow a charge of 50% of our current E&S project fee for the acres left to be disturbed at the time of renewal, contingent on continued updates to the Board as more information is made available by DEP regarding the new permit renewal process. Ed Wilkinson seconded the motion. Motion carried.*

**Agricultural Conservation Assistance Program (ACAP) applications:**

**RN Miller Farm LLC** - Adam McClain explained that the project was originally approved for \$141,975.39 but may require additional funds of \$80,000. Charlie Bennett *moved to approve the ACAP application with RN Miller Farm LLC for up to \$222,000. Commissioner Jim Martin seconded the motion. Motion carried.*

**Program/Staff Reports:** None

**District Manager** – Adam McClain shared that our auditor, SEK, was comfortable with the District signing a reconciled accounts packet each month that included copies of all statements plus a cover letter documenting all the statements included in the packet. SEK understands this would allow for more time to review the statements and take less time signing each statement. He also shared that 4 applicants have been interviewed for the Ag Conservation Technician position and that Human Resources will be making a tentative offer to one of the applicants soon. In addition, he and Brian Sneeringer will be attending another Chapter 105 statewide work group in September.

**Director Comments:** Commissioner Jim Martin shared that according to The Center for Rural PA, Adams County farmland increased 10.2% between 2017 and 2022.

**Adjournment:** Carl Keller, Jr. adjourned the meeting at 9:04 PM.

Respectfully submitted,



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