

**MINUTES OF THE SEPTEMBER 22, 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 September 22, 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 7:34 PM. A quorum was met. The following were present in person or by phone (\* if present via phone):

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| 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                 | Michelle Kirk, Farm Director /Treasurer    |
| Dave Benner, Farm Director                     | Sarah Spencer, Admin Asst/ Board Secretary |
| Lindsey Bream, NRCS                            |  |

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:** *Ed Wilkinson moved to approve the Board having flexibility of the agenda order. Michelle Kirk seconded the motion. Motion carried.*

**Approval of Minutes:** *Commissioner Jim Martin moved to approve the minutes of the August 25, 2022, BOD meeting. Ed Wilkinson seconded the motion. Motion carried.*

**Treasurer’s Report:** *Michelle Kirk reviewed the Treasurer’s report for August 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. She also discussed the Agricultural Management Assistance program, EQIP budget in 2023 potentially doubling, proposed the idea of working with the District to increase funding to Regional Conservation Partnership Program contracts to make them equitable to Environmental Quality Incentives Program.

**Department of Environmental Protection (DEP)** – Adam McClain shared that DEP is interviewing for their vacant Field Representative position.

**Committee Reports:**

**Ag Center-** Ed Wilkinson shared that the women’s bathroom sink upstairs is fixed.

**Nutrient and Odor Management Program:**

- a. **Nutrient Management Plan (NMP) Referrals** – Adam McClain shared that two operators’ NMP would expire if not received September 30, 2022 and shared Vy Trinh’s recommendation for formal action. *Ed Wilkinson moved to refer Tim Anderson NMP and John Jr and Deborah Winand NMP to the SCC if they fail to submit their Nutrient Management Plan for review by September 30, 2022. Michelle Kirk seconded the motion. Motion carried.*

- b. **Tim Heckenluber and Laura Ann Kuhn NMP** – Adam McClain highlighted the NMP and shared Vy Trinh’s recommendation for approval. *Ed Wilkinson moved to approve the Tim Heckenluber and Laura Ann Kuhn nutrient management plan. Dave Benner seconded the motion. Motion carried.*
- c. **Ken Gebhart NMP** – Adam McClain highlighted Ken Gebhart’s letter and shared Vy Trinh’s acknowledgement for his request to withdraw from the PA Nutrient Management Act program.
- d. Adam McClain highlighted the 2 NMP updates: Brandon Keller and Jobo Holstein Farms.

**Capital RC&D Alternate Appointment:** *Michelle Kirk moved to approve Joe Hallinan as the Capital RC&D Alternate. Ed Wilkinson seconded the motion. Motion carried.*

**Lease Amendment:** Adam McClain highlighted the lease amendment with the United States Department of Agriculture. *Ed Wilkinson moved to approve the 3-year lease amendment with the United States Department of Agriculture and to authorize Carl Keller Jr to be the signatory for the lease amendment. Rick Crouse seconded the motion. Motion carried.*

**Rock/Marsh Critical Area Resource Plan /Act 220:** No report presented.

**Program/Staff Reports:**

**Administrative Assistant** – Sarah Spencer shared updates on the Fall 2022 Planting Partnership’s free tree giveaway, upcoming Install and Educate programs, creating new website, processing E&S/NPDES plans, and setting up District display at the Apple Harvest Festival. She also mentioned working with Canva, a new design program, to create flyers and content for the website and meetings.

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

**District Manager** – Adam McClain provided updates on the District’s PLGIT investments, municipal MOU’s, 2023 County budget, Ag Center Solar Panels, and subpoena of Tyler Echard. *Rick Crouse suggested using e-signatures where we could in the future to save paper.* Adam asked for some guidance for the annual planning meeting. *Board thought we should invite all state elected officials and to use Frontier BBQ for the caterer.* Adam highlighted the Agricultural Conservation Assistance Program. *The board shared that the District needs to discuss this further with other farmers and farm directors in the near future.*

**Director Comments:**

Commissioner Jim Martin shared the first week of October is National 4H week. This week has been Employee Appreciation Week for County employees including giving each staff a free milkshake to support the PA Dairyman’s Association and concludes tomorrow with the county picnic. ARPA funding is available for economic sustainability projects that make an impact in the community starting at \$250,000. Rick Crouse shared that he is involved with a group that is collecting funds to build a greenhouse at the Upper Adams School District. To date, they have collected \$70,000 of the \$100,000.

**Adjournment** Chair Carl Keller Jr. adjourned the meeting at 9:10PM.

Respectfully submitted,



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