

MINUTES OF THE OCTOBER 26, 2023, A.C.C.D. BOARD MEETING

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The monthly meeting of the Adams County Conservation District (District) Board of Directors (Board or BOD) was held on October 26, 2023, 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	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	Deb Musselman, Resource Conservation Tech
Susan Landauer, Admin Spec/Board Secretary	Christopher Santore, DEP

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.

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: Commissioner Jim Martin requested a revision to his comments. *Commissioner Jim Martin moved to approve the minutes of the September 28, 2023, BOD meeting with the change that he attended County Commissioners Association of PA agricultural committee meetings with discussions of Clean and Green. Dave Benner seconded the motion. Motion carried.*

Treasurer's Report: *Dave Benner reviewed the Treasurer's report for September 2023, 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 October 2023 DEP Conservation District Field Rep Talking Points and introduced himself to the Board.

Committee Reports:

Ag Center – McClure was recently in for preventative maintenance and is preparing a quote for needed repairs. *Ed Wilkinson asked that the board add new chairs for the conference room to the budget if Jeff Hydock is not able to repair them.*

Dirt, Gravel, Low Volume (DGLV) Roads Program:

Winding Road (Low Volume) – Adam McClain read a letter that was received October 26, 2023 from the State Conservation Commission regarding guidance for the proposed Winding Road projects. He shared that the letter was forwarded to Franklin Township that day as well. *Rick Crouse moved to approve tabling the action on the Low Volume – Winding Road project until Franklin Township can get written permission from the respective landowner(s) to place the outlets even if the work can be contained within the right of way to limit liability risk and to get landowner buy-in. Ed Wilkinson seconded the motion. Motion carried.*

Winding Road (Dirt and Gravel) - Rick Crouse moved to approve tabling the action on the Dirt and Gravel – Winding Road project until Franklin Township can get written permission from the respective landowner(s) to place the outlets even if the work can be contained within the right of way to limit liability risk and to get landowner buy-in. Ed Wilkinson seconded the motion. Motion carried.

Maintenance: Adam McClain reviewed the maintenance contract for Jeff Hydock and recommended approval. Ed Wilkinson moved to approve the maintenance contract for Jeff Hydock. Dave Benner seconded the motion. Motion carried.

Snow Removal: Adam McClain reviewed the snow removal contract and recommended approval. Ed Wilkinson moved to approve the contract with Hartzell Home & Garden Services. Commissioner Jim Martin seconded the motion. Motion carried.

Tile Floor Cleaning: Adam McClain reviewed the tile floor cleaning contract and recommended approval. Dave Benner moved to approve the 2-year contract with Patrick Luckenbaugh. Ed Wilkinson seconded the motion. Motion carried.

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

Rock/Marsh Critical Area Resource Plan/Act 220: The Potomac Committee met on October 12, 2023 and Charlie Bennett resigned as Potomac Committee Chair. There was no quorum so no actions could be taken.

Program/Staff Reports:

Staff Reports – Deb Musselman gave an update on the Bittle Road project in Germany Township. She stated that she is looking for additional roads that need improvement in certified townships that would be eligible for Dirt & Gravel funds. She explained the training that is needed for townships to become certified and noted that she attended a training in September to maintain her certification to administer the program.

District Manager – Adam McClain shared that Erin Valentine has been contracted to provide cleaning services for the Ag Center, Thomas VonHagn - Ag Conservation Technician has resigned, some upcoming contracts, and new entrance carpet is to be installed November 9th. Erosion and Sediment (E&S) staff will be holding 2 outreach opportunities in November – one is for Homeowner Association members and the other is for consultants who prepare E&S and Post Construction Stormwater Management plans for National pollution Discharge Elimination System permitted projects. The next board meeting is November 16th at 7pm and the District Annual Planning Meeting will be held on December 21st. He also noted that the County executed the District/County lease.

Director Comments: There were no director comments.

Adjournment: Carl Keller, Jr. adjourned the meeting at 8:58 PM.

Respectfully submitted,



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