

MINUTES OF THE SEPTEMBER 28, 2023, 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 28, 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 7:40 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
Michelle Kirk, Treasurer/Farm Director *	Adam McClain, District Manager
Dave Benner, Farm Director	Mary Smith, Staff Accountant
Commissioner Jim Martin, Commissioner Director	Rick Crouse, Public Director
Lindsey Bream, NRCS	
Charlie Bennett	

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: *Charlie Benner moved to approve having flexibility of the agenda order and the addition of agenda item 9.1 Approval of Cleaning Services Contract. Ed Wilkinson seconded the motion. Motion carried.*

Approval of Minutes: *Ed Wilkinson moved to approve the minutes of the August 24, 2023 BOD meeting. Commissioner Jim Martin seconded the motion. Motion carried.*

Treasurer's Report: *Ed Wilkinson reviewed the Treasurer's report for August 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.

Committee Reports:

Ag Center – Ed Wilkinson noted that Frantz Plumbing replaced the sewer lines on the 2nd floor, and NRG was in for their normal preventive maintenance.

Carpet Replacement:

The Ag Committee met prior to the Board Meeting to discuss quotes for replacing the main entrance carpet, and recommended Ron Trostle Enterprises' quote. *Ed Wilkinson moved to approve Ron Trostle Enterprises' quote of \$2,299.50 to replace the carpet with the same recycled material. Dave Benner seconded the motion. Motion carried.*

Cleaning Service: Adam McClain shared that our current cleaning contractor, Hanover's Best Cleaning Service, will be closing their business and their last Ag Center cleaning will be 9/30/23. Adam has contacted 3 potential providers and will be meeting with them early next week. *Ed Wilkinson moved to approve giving Adam McClain authority to contract with a new cleaning service up to 40% more than our current contract. Commissioner Jim Martin seconded the motion. Motion carried.*

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

Mount Hope Road – Adam McClain reviewed the contract and provided the QAB’s recommendation.

Commissioner Jim Martin moved to approve the contract with Hamiltonban Township for the Low Volume project along Mount Hope Road for \$24,046.65. Ed Wilkinson seconded the motion. Motion carried.

Winding Road – Adam McClain shared that the District received a request from the public to see and comment on the plans for the two Winding Road projects. Adam explained that Deb Musselman provided the plans and gave the requestor until 10/3/23 to provide comments. Rick Crouse thought giving the requestor a chance to comment was generous. *Ed Wilkinson moved to table the two Winding Roads projects until next month. Dave Benner seconded the motion. Motion carried.*

County Lease: Adam McClain shared that he met with Harry Eastman regarding the proposed lease, and after the County of Adams made some clarifying edits, Harry and he had no further concerns with the lease as presented. *Ed Wilkinson moved to approve the presented 3-year lease with the County of Adams. Charlie Bennett seconded the motion. Motion carried.*

Rock/Marsh Critical Area Resource Plan (CARP) / Act 220: Charlie Bennett had no updates on this plan.

Program/Staff Reports:

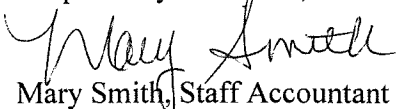
Staff Accountant – Mary Smith reviewed the recent reinvestments with PLGIT and the completed registration with SAM.gov.

District Manager –Adam McClain shared that Adams County Trout Unlimited invited the Board to attend a ribbon cutting ceremony on 10/6/23 for the Conewago Creek land acquisition project. Adam also noted that Jeff Hydock’s contract, a snow removal contract, and a tile floor cleaning contract may be on the next agenda.

Director Comments: Charlie Bennett noted that the rain garden project at the Church of the Brethren is complete, and he thanked Ricky for his help. Commissioner Jim Martin shared that he had attended a Senior Expo that day and reminded everyone that there is an upcoming election, which includes the judges. Commissioner Jim Martin also attended the County Commissioners Association of PA agricultural committee meetings with discussions of Clean and Green.

Adjournment: Carl Keller, Jr. adjourned the meeting at 8:17 PM.

Respectfully submitted,



Mary Smith, Staff Accountant
Adams County Conservation District