

MINUTES OF THE MARCH 24, 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 March 24, 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 7:07 PM. A quorum was met. The following were present in person or by phone (* if present via phone):

Carl Keller, Jr., Chair	Ed Wilkinson, Vice-chair
Commissioner Jim Martin, Commissioner Director	Charlie Bennett, Public Director
Rick Crouse, Public Director	Dave Benner, Farm Director
Lindsey Bream, NRCS	Adam McClain, District Manager
Sarah Spencer, Admin. Asst., Board Secretary	Ron Kellett, Guest

Adam 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: Ron Kellett introduced himself and was involved in PA Federation of Sportsmen while in York County and is interested in connecting with conservation initiatives in Adams County.

Additional Agenda Items and Flexibility of the Agenda Order: *Charlie Bennett moved to approve the Board having flexibility of the agenda order and adding agenda item - 10.1 Approval of McClure Quote \$3,385. Ed Wilkinson seconded the motion. Motion carried.*

Approval of Minutes: *Ed Wilkinson moved to approve the minutes of the February 24, 2022, BOD meeting. Dave Benner seconded the motion. Motion carried.*

Treasurer's Report: *Carl Keller, Jr. reviewed the Treasurer's report for February 2022, 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 USDA-NRCS monthly report and mentioned upcoming EQIP rankings, local workgroup meeting, in office staffing is at 75%, and they are hiring a Soil Conservationist.

Committee Reports:

Ag Center- Ed Wilkinson had no updates to reports.

Nutrient and Odor Management Program: Adam McClain reviewed the Nutrient Management Plan update for Mason Dixon Farms.

McClure 5 Year Service Agreement: *Ed Wilkinson moved to approve the 5-year Service Agreement with McClure. Charles Bennett seconded the motion. Motion carried.*

McClure Quote: Adam McClain shared that McClure provided a quote to replace the seal for the hot water pump. *Ed Wilkinson moved to approve McClures quote for up to \$3,385. Charles Bennett seconded the motion. Motion carried.*

Mildred Musselman Environmental Education Scholarship Policy: Adam McClain shared that this new policy would formalized how we handled scholarships in the past and that the Board already approved naming the District scholarship program after Mildred. *Charlie Bennett moved to approve the Mildred Musselman Environmental Education Scholarship policy. Ed Wilkinson seconded the motion. Motion carried.*

75 Year Anniversary: Adam McClain shared that the County Commissioners plan to provide a proclamation at their Commissioners meeting on April 6, 2022 and all Board members are invited. He also shared that he met with a few Board members and staff to discuss the July 28th anniversary picnic and shared some of their ideas. The Board provided the following additional guidance: a plus 1 be allowed for all the individuals invited, that we get the meal served or supply gloves for food distribution, consider a volunteer group to serve the meal, offer an activity for those not attending the board meeting, include bringing lawn chairs in RSVP, and to get a tent for additional social distanced seating if needed. Ed Wilkinson offered his 2 tents.

2021 State Ethics Commission Statement of Financial Interest Form: Adam McClain stated the annual forms have been completed by all District staff and the Board.

Rock/Marsh Critical Area Resource Plan /Act 220: Charlie Bennett discussed the upcoming Potomac Meeting and the need to reach quorum.

Program/Staff Reports

a. Admin Assistant - Sarah Spencer discussed updating the glass display to highlight the 75th Anniversary. She will be assisting the District and Watershed Alliance of Adams County tree giveaway on April 7-8.

b. District Manager – Adam McClain discussed the Annual Soil Quality meeting, District’s municipal Memorandum of Understanding, District financial audit, investment options, Ag Center ice machine, and upcoming events. *Adam will discuss ice machine with Penn State and get a quote.*

Director Concerns/Comments/Information Sharing: Commissioner Martin shared that there will be a dedication for a Thaddeus Stevens monument at the courthouse on April 2nd. He also shared that he reviewed the new language in SEK’s Audit Representation Letter disclaiming the District’s high-risk items. Rick Crouse asked if we could locate the US Department of Agriculture yearbooks that he donated to the Ag Center. Dave Benner suggested that if we get an ice machine for individual use that we place it by the water fountain.

Adjournment Chair Carl Keller Jr. adjourned the meeting at 8:10PM.

Respectfully submitted,

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