

MINUTES OF THE JANUARY 27, 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 January 27, 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 2:00 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
Adam McClain, District Manager	Lindsey Bream, NRCS
*Sarah Spencer, Admin Asst, Board Secretary	Debra Eck, Staff Accountant
Rusty Ryan, Resource Conservationist	Deb Musselman, Resource Conservation Tech
Christina Anders, MBDC/ Resource Cons Tech	Joe Hallinan, Watershed Specialist
Ricky Whitmore, Comm Clean Water Coord	Tyler Echard, CB Technician
Vy Trinh, Nutrient Management Tech	*Tyler Trostle, ACT Technician
Frank Schneider, State Conservation Commission	(SCC)

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: There were no comments from the public.

Swearing in of Directors: *Commissioner Jim Martin swore in Public Director Rick Crouse. Chair Carl Keller, Jr. swore in Commissioner Director Jim Martin. Ed Wilkinson will be sworn in at the February BOD meeting.*

Election of Officers: *Charlie Bennett moved to approve Carl Keller, Jr. as Chair, Ed Wilkinson as Vice-chair, Michelle Kirk as Treasurer, and Sarah Spencer as Secretary. Dave Benner seconded the motion. Motion carried.*

Additional Agenda Items and Flexibility of the Agenda Order: *Dave Benner moved to approve the Board having flexibility of the agenda order. Commissioner Jim Martin seconded the motion. Motion carried.*

Approval of Minutes: *Commissioner Jim Martin moved to approve the minutes of the December 16, 2021, BOD meeting. Dave Benner seconded the motion. Motion carried.*

Treasurer's Report: *Commissioner Jim Martin reviewed the Treasurer's report for December 2021, 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 upcoming new programs. They only have one staff member at a time in the office due to the pandemic.

Committee Reports:

Ag Center- Adam McClain reported that two clogged drains were repaired by Frantz Plumbing.

SCC Presentation: Frank Schneider, SCC, reviewed the SCC's Act 38/Chapter 91 delegation agreement they have with the District and complimented Vy Trinh on her work with the nutrient and manure management program.

2022 District Associate Directors: *Dave Benner moved to approve Alan Zepp, Barbara Underwood, George Weikert, Sue Cipperly, Patrick Naugle, and Eric Mains, as 2022 Associate Directors. Commissioner Jim Martin seconded the motion. Motion carried.*

2022 District Committees: Adam McClain presented the draft 2022 District Committees and stated the District representative on the Dirt Gravel and Low Volumes Roads (DGLV) Quality Assurance Board is vacant. *Commissioner Jim Martin moved to approve the 2022 District Committees. Dave Benner seconded the motion. Motion carried.*

2021 Agriculture Award Winners: Vy Trinh presented the staff's recommendations for Farmer of the Year as Tim Anderson and the Outstanding Cooperator as Hanover Shoe Farms. *Rick Crouse moved to approve the 2021 Agriculture Award winners. Commissioner Jim Martin seconded the motion. Motion carried.*

2021 Goals & Objectives – Accomplishments: Adam McClain highlighted the 2021 Goals and Objectives – Accomplishments document. The Board had no questions or suggested edits.

Contract w/ SEK: *Commissioner Jim Martin moved to approve contracting with SEK as the District's auditor for the District's 2021 Financial audit in the amount of \$9,650. Dave Benner seconded the motion. Motion carried.*

Agreement w/ Cumberland Township: *Dave Benner moved to approve the agreement with Cumberland Township in the amount of \$123,200 for installing urban stormwater practices. Rick Crouse seconded the motion. Motion carried.*

Agreement w/ Johnson Controls: Adam McClain discussed the contract, which was reviewed by the District's legal counsel Harry Eastman. *Dave Benner moved to approve the Johnson Control 5-year service agreement and rider. Charlie Bennett seconded the motion. Motion carried.*

2021 State Ethics Commission Statement of Financial Interest Form: Adam McClain discussed the annual form and the need for it to be completed by District staff and the Board.

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

Program/Staff Reports

a. Nutrient Management - Vy Trinh discussed the SCC's proposed Act 38/Chapter 91 delegation funding and reviewed the comment letter the District was sending to the SCC.

b. Staff Accountant – Deb Eck discussed potential for higher certificate of deposit rates in 2022.

c. Resource Conservationist - Rusty Ryan discussed a current solar farm project under review, Amblebrook development, Chapter 102 e-permitting, and PAG-01.

d. Watershed Specialist - Joe Hallinan reported on Trout in the Classroom, potential volunteer riparian buffer projects, 9,000 free trees were pre-ordered through the Chesapeake Bay Foundation and WAAC/District's 3 day tree pickup event, and an in-person Envirothon – tentatively May 4th and 5th at Liberty Mountain Resort.

e. Countywide Action Plan (CAP) - Ricky Whitmore reported on projects with Cumberland Township, Gettysburg Stormwater Authority, and the Alliance for the Chesapeake Bay. He also sent out the first CAP newsletter this month.

f. Chesapeake Bay -Tyler Echard discussed completing 11 phase 1 farm inspections for the 2021-22 contract and signed up 3 landowners to install best management practices.

g. DGLV - Deb Musselman reported the Keller Road project was completed and final payment was made. She also discussed the SCC's proposed stream bank crossing policy and the District's comments to the SCC.

h. Mosquito-borne Disease Control – Christina Anders discussed a potential May 21st tire recycling event.

i. Admin Assistant - Sarah Spencer discussed working on Chapter 102 plans/permits, tree sale, District outreach materials, and other administrative duties.

j. Agricultural Conservation Technician - Tyler Trostle discussed on-going tile designs and installations.

k. District Manager – Adam McClain reported on House bill 591, April 10-16 Conservation District Week, meeting with Senator Casey on the federal Infrastructure Investment and Jobs Act, District's 75-year anniversary, and Astra's request for certificates of insurance.

Director Concerns/Comments/Information Sharing: Commissioner Jim Martin thanked Charlie Bennett for his assistance with the many years of cooperation between Knouse Foods and the District and was looking forward to the Commissioner's proclamation of the District's 75-year anniversary. Charlie Bennett also thanked the District, on behalf of Knouse Foods, for all the collaborative work and looks forward to continuing on the Board.

Adjournment Chair Carl Keller Jr. adjourned the meeting at 3:31PM.

Respectfully submitted,

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