

MINUTES OF THE MARCH 23, 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 March 23, 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 7:25 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	Susan Landauer, Admin Spec/ Board Secretary
Mary Smith, Staff Accountant	Charlie Bennett, Public Director
Tyler Trostle, DEP	Deb Musselman, Resource Conservation Tech.

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: *Commissioner Jim Martin moved to approve having flexibility of the agenda order. Ed Wilkinson seconded the motion. Motion carried.*

Approval of Minutes: *Ed Wilkinson moved to approve the minutes of the February 23, 2023 BOD meeting. Dave Benner seconded the motion. Motion carried.*

Treasurer's Report: *Carl Keller Jr reviewed the Treasurer's report for February 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 key items on the NRCS monthly report: funding for EQIP and CSP, and noted the new NRCS Biologist - Evan Miller.

Department of Environmental Protection (DEP) –Tyler Trostle, Field Representative, highlighted key items on the DEP's monthly Talking Points: volunteers needed for the Pennsylvania Envirothon, 2023 Virtual Conservation District and PA Agency Ag Meeting, and new content available on PA Clean Water Academy.

Committee Reports:

Executive Session – Carl Keller Jr reported that an executive session was held from 6:30pm to 7:20pm prior to the Board meeting for the purpose of considering entering an agreement for the purchase or lease of real property and personnel matters. No action was taken.

Nutrient and Odor Management Program:

NMP Updates – There were no updates.

Approval of Countywide Action Plan Implementation Grant – Contracts:

Gettysburg Brethren Church Rain Gardens - Adam McClain stated that bids were requested from three contractors and the lowest bid was Waggoner Construction at \$49,945. *Commissioner Jim Martin moved to approve the contract with Waggoner Construction for the Gettysburg Brethren Church Rain Gardens in the amount of \$49,945. Ed Wilkinson seconded the motion. Charlie Bennett abstained from voting and discussion due to his involvement with the church. Motion carried.*

Adams County Stream Restoration – Adam McClain stated that bids were requested from three contractors. Contractors indicated that they needed additional time to complete bids, so the bidding deadline was extended to mid-April.

PGLIT Permissions/Access: Adam McClain noted that Deb Eck will be retiring on March 31, 2023 and her access will need to be terminated and recommended that access be given to Mary Smith who is replacing her as Staff Accountant. *Ed Wilkinson moved to terminate Deb Eck's access/permissions and to grant access/permissions to Mary Smith for the PGLIT accounts. Dave Benner seconded the motion. Motion carried.*

RC&D Cover Crop Survey Agreement: Adam McClain reviewed agreement. *Dave Benner moved to approve the RC&D Cover Crop Survey Agreement. Ed Wilkinson seconded the motion. Motion carried.*

Hull's Quote: Adam McClain reviewed the quote. *Commissioner Jim Martin moved to approve the Hull's quote of \$950 to install dusk to dawn lighting in parking lot. Dave Benner seconded the motion. Charlie Bennett opposed the motion. Motion carried.*

Dirt, Gravel, and Low Volumes Roads Program:

Paving Policy Changes – Deb Musselman presented the policy changes recommended by the Quality Assurance Board (QAB). *Ed Wilkinson moved to approve the removal of the 20% limit for paving and the addition of language to limit the paving to areas required to address water quality. Commissioner Jim Martin seconded the motion. Motion carried.*

Franklin Township, Flohrs Church Road - Deb Musselman reviewed the contract and provided the QAB's recommendation. *Ed Wilkinson moved to approve the contract with Franklin Township for the Dirt & Gravel project along Flohrs Church Road for \$126, 337. Commissioner Jim Martin seconded the motion. Motion carried.*

Germany Township, Bittle Road - Deb Musselman reviewed the contract and provided the QAB's recommendation. *Dave Benner moved to approve the contract with Germany Township for the Dirt and Gravel project along Bittle Road for \$61,995.30. Commissioner Jim Martin seconded the motion. Motion carried.*

Hamiltonban Township, Mount Hope Road - Deb Musselman reviewed the contract and provided the QAB's recommendation. *Charlie Bennett moved to approve the contract with Hamiltonban Township for the Low Volume project along Mount Hope Road for \$5,385.56. Ed Wilkinson seconded the motion. Motion carried.*

QAB Appointment - Deb Musselman recommended that Wally Kane be appointed to the Quality Assurance Board to replace the vacancy left by Tom Shealer. *Charlie Bennett moved to approve the appointment of Wally Kane to the QAB as the Conservation District representative. Dave Benner seconded the motion. Motion carried.*

SAGE Quote: Adam McClain reviewed the quote and addendum. *Ed Wilkinson moved to approve the SAGE quote of \$7,720 and quote addendum for the installation of a new Network Video Recorder. Dave Benner seconded the motion. Motion carried.*

2022 State Ethics Commission Statement of Financial Interest Form- Everyone has completed this except Michelle Kirk.

Rock/Marsh Critical Area Resource Plan/ Act 220- Charlie Benner survey was sent out by the state but there are no other updates.

Program/Staff Reports:

District Manager – Adam McClain discussed net meter installed by Met Ed, Chesapeake Bay Technician applicants, Deb Eck’s retirement, Conservation District Week, Middle School and High School Envirothons, free tree distribution, meetings with Representative Moul and private sector engineers regarding the Ag Conservation Assistance Program.

Director Comments: Rick Crouse noted that he is grateful for the rain that we have been receiving recently and the cooperation of Lindsey Bream with NRCS and the County. Commissioner Jim Martin noted that he is looking forward to receiving the Proclamation from the District for the upcoming Conservation District Week. Charlie Bennett noted that the Gettysburg Brethren Church will be planting 200 trees on Earth Day and adding 16 garden plots. Charlie mentioned that Penn State Extension has been encouraged to send anyone who is interested in having a garden plot to his church since the plots at the Ag Center are filled. Charlie also mentioned the Gleaning Project of Adams County will be using one of their new garden plots and accepting fresh fruit and vegetables from other gardens. Charlie is thankful for the District’s support. Dave Benner and Carl Keller, Jr. welcomed Mary Smith and Susan Landauer to the Conservation District.

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

Respectfully submitted,



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

MEMORANDUM

TO: Adam McClain, District Manager, Adams County Conservation District

FROM: Charles A. Bennett

SUBJECT: Abstention from Voting and Deliberations

In order to comply with Section 1103(j) of the Public Official and Employee Ethics Act, I wish to publicly announce at today's meeting my abstention from voting or deliberating on Agenda 'Item # 10 A - GETTYSBURG CHURCH OF THE BRETHREN RAIN GARDEN
Please also have this memorandum filed with the person responsible for recording the minutes of the meeting.

Reasons for Abstention: I AM A MEMBER AND
CHURCH OFFICER AS A STEWARD FOR THE
GETTYSBURG CHURCH OF THE BRETHREN

Charles A. Bennett
Signature

MARCH 23, 2023
Date