

MINUTES OF THE MAY 23, 2024, 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 May 23, 2024, 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 7:36 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
Heather Bowers-Wivell, NRCS	Mary Smith, Staff Accountant
Charlie Bennett, Public Director	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. To join this meeting by phone or for other means to provide public comment, the request must have been received by noon today. Request to join by phone: No Requests were made.

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 and the addition of agenda items 10.1 Approval of Conservation District Fund Allocation Program (CDFAP) Agricultural Conservation Technician Application and 10.2 Approval of CDFAP Manager and 1st Technician Application. Charlie Bennett seconded the motion. Motion carried.*

Approval of Minutes: *Dave Benner moved to approve the minutes of the April 25, 2024, BOD meeting. Commissioner Jim Martin seconded the motion. Motion carried.*

Treasurer's Report: *Ed Wilkinson reviewed the Treasurer's report for April 2024, found everything to be in order, and recommended that it be filed for audit.*

Cooperating Agency Reports:

Natural Resources Conservation Service (NRCS) – Heather Bowers-Wivell, Soil Conservationist, highlighted the NRCS monthly report.

Department of Environmental Protection (DEP) – Christopher Santore, Conservation District Field Representative, highlighted the May 2024 DEP Conservation District Field Rep Talking Points.

Committee Reports:

Ag Center – Ed Wilkinson shared that the backsplash tile work is almost complete.

Budget & Finance – Mary Smith shared that the Budget & Finance Committee met this morning. ACNB presented on the status of the District's Wolfe Investment. The Committee discussed the Investment Policy Statement for the Mary W. Wolfe Estate Portfolio, which states that the Board will annually review the Policy and revise as necessary. Neither ACNB nor the Committee is recommending changes to the Policy at this time. The District's auditor, SEK, highlighted the District 2023 financial audit. The Budget & Finance Committee recommends approving the District's 2023 financial audit. *Rick Crouse moved to approve the District's 2023 financial audit. Charlie Bennett seconded the motion. Motion carried.*

Agricultural Conservation Assistance Program (ACAP) Applications: Adam McClain explained the projects and recommended approval of the ACAP applications.

Cole Milhimes- *Commissioner Jim Martin moved to approve the ACAP application with Cole Milhimes for \$249,554. Ed Wilkinson seconded the motion. Motion carried.*

Earl Stock- *Ed Wilkinson moved to approve the ACAP application with Earl Stock for \$82,568.10. Dave Benner seconded the motion. Motion carried.*

RC&D Dues: Adam McClain explained that the Capital Resource Conservation & Development (RC&D) dues are part of the District's County budget. Dues for 2024 are \$350. *Charlie Bennett moved to approve the 2024 Capital RC&D dues in the amount of \$350. Ed Wilkinson seconded the motion. Motion carried.*

Agricultural Conservation Technician (ACT): Adam McClain reviewed the application for the Conservation District Fund Allocation Program (CDFAP) ACT. *Ed Wilkinson moved to approve the CDFAP ACT application in the amount of \$20,000. Dave Benner seconded the motion. Motion carried.*

Manager & 1st Technician: Adam McClain reviewed the application for the CDFAP Manager and 1st Technician. *Commissioner Jim Martin moved to approve the CDFAP Manager and 1st Technician application in the amount of \$50,000. Ed Wilkinson seconded the motion. Motion carried.*

Agricultural Conservation Assistance Program (ACAP) Coordinator: Adam McClain shared that the District would like to advertise the ACAP Coordinator position that is currently vacant. The County has already budgeted for this position.

Liability Insurance Applications: Adam McClain shared that the liability insurance coverage policy is up for renewal in June. He has been working with PCoRP, the same insurer used by the County of Adams, to see if they are able to insure the District also. He has submitted the application for renewal to Astra in case PCoRP does not respond before our current policy expires.

Program/Staff Reports:

Staff Accountant – Mary Smith shared that due to the Adams Rescue Mission no longer offering to pick up our recycling, we will likely request a 4 cubic yard dumpster from Waste Connections for \$60 per month. If we need a bigger dumpster, we can request a bigger one or more service at any time.

District Manager – Adam McClain shared that the PACD conference will be held in State College July 17-18, 2024, Zach Green - new E&S Technician started on May 20th and will attend the next Board meeting to introduce himself, and a celebration is being planned for June 27th to celebrate Rusty Ryan's retirement. In addition, there should be a few more ACAP projects for approval next month, Erik Vranich (Keller Engineer) is still working with some fruit growers on ACAP projects for submission, and recommended the District continue to be flexible but accountable with ACAP funding reimbursements to make it easier to get these conservation practices installed.

Director Comments: Charlie Bennett apologized to the Board for not being able to attend the Budget & Finance Committee meeting this morning. Commissioner Jim Martin shared that the PA Department of Treasury will be at Saturday's Farmer's Market to assist people with secondary schooling scholarship programs and any unclaimed property they may have, and Gettysburg College will be holding their Give It Up For Good Sale on Saturday at 7am that benefits the United Way of Adams County.

Adjournment: Carl Keller, Jr. adjourned the meeting at 8:39 PM.

Respectfully submitted,



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