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MINUTES OF THE FEBRUARY 22, 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 February 22, 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 2:00PM. 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	Sherri Clayton-Williams, ACOPD Director
Charlie Bennett, Public Director	Susan Landauer, Admin Spec/Board Secretary
Christopher Santore, DEP	Anastasia Miller, Chesapeake Bay Tech
Ricky Whitmore, CAP Coordinator	Christina Anders, Resource Cons. Tech
Deb Musselman, Resource Cons. Tech	Ben Smith, Ag. Cons. Tech
Brian Sneeringer, Ag Cons. Tech	Russell Ryan, Resource Conservationist
Mary Smith, Staff Accountant	Vy Trinh, Watershed Specialist

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: Commissioner Jim Martin

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. Dave Benner seconded the motion. Motion carried.*

Approval of Minutes: *Dave Benner moved to approve the minutes of the January 25, 2024, BOD meeting. Charlie Bennett seconded the motion. Motion carried.*

Treasurer’s Report: *Dave Benner reviewed the Treasurer’s report for January 2024, 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.

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

Committee Reports:

Ag Center – Ed Wilkinson shared that the new conference chairs have arrived, Johnson Controls performed regular maintenance, and we are working to obtain bids from roofing and tile contractors for building projects.

SEK 2023 District Financial Audit: *Ed Wilkinson moved to approve SEK as the 2023 District Financial Auditors for \$10,950. Dave Benner seconded the motion. Motion carried.*

2023 State Ethics Commission Statement of Financial Interest Form: Adam McClain discussed the annual form and the need for it to be completed by ACCD staff and Board members.

Program/Staff Reports:

Staff Reports –

- Rusty Ryan shared that we continue to process E&S plans, organize the files, and purge expired and expiring permits as we can. The Amblebrook plan has been tentatively denied by the state and may require a significant redesign.
- Deb Musselman shared that the Dirt and Gravel and Low Volume Roads Program has received 3 Low Volume applications and 1 Dirt and Gravel application for this round. She anticipates that they will complete 2 of the projects within the required timeframe and be close to meeting the spending requirements.
- Vy Trinh shared that she is working with the Adams County Planting Partnership to complete 2 Install and Educate Programs with Gettysburg High School and New Oxford Middle School. Conewago Valley Intermediate School is planning an educational meadow and she has discussed opportunities with Gettysburg Montessori School also. The tree distribution will occur in April, the Envirothon logo has been chosen, and donations are still being received. She is also working on 2 design packages for Agricultural Conservation Assistance Program (ACAP) projects and will be attending the Tri-County Watershed meeting on March 12.
- Mary Smith shared that the investment changes that were approved at the January 25, 2024 BOD meeting has resulted in a significant increase in interest income and anticipates that will continue depending on interest rates.
- Susan Landauer shared that she is continuing to process Erosion & Sedimentation (E&S) plans, terminating permits as we can, and assisting Vy Trinh with the April tree distribution and Envirothon events.
- Christina Anders shared that the PAG-02 letter has been updated, we are processing Notice of Terminations for Chapter 102 E&S General permits that expire December 7, 2024, the mosquito grant has been signed and she will begin ordering supplies for the upcoming season, and she will be giving a presentation on March 26 to a Gettysburg High School class on pesticides and the Conservation District.
- Ricky Whitmore is working on a bid document and landowner agreements for 4 upcoming stream restoration projects. He hopes to have them ready for the next BOD meeting. Through the permitting process, potential bog turtle impacts have been identified, but Ricky believes the Fish and Wildlife Service will probably clear the projects because the habitat is not present at the sites.
- Anastasia Miller shared that she has completed 18 Bay inspections, has 5 operations that are working on getting plans up to date, and has 6 operations that are in the inspection process. In addition, NRCS and the District shared a vendor table at the recent AgCom Grower's meeting, she is surveying ag BMP's with Brian and Vy, and will be attending a training in Centre County on livestock production systems next month.
- Brian Sneeringer shared that weather has been impacting work, the agenda is mostly done for the April 12 Soil Quality Meeting with the morning session held at the Ag Center and the afternoon session held at Becky Nas' farm, and he hopes to have the opportunity to make comments regarding simplifying the permitting process for Chapter 105 activities related to Ag BMP's at an upcoming meeting being held by the Governor's office.
- Ben Smith shared that he is surveying when weather allows and assisting NRCS with conservation plans and walking fields for the cover crop program.
- Sherri Clayton-Williams shared that the Planning office has hired a community planner and an environmental planner. There is still an opening for a transportation planner.

District Manager – Adam McClain provided a PACD executive council meeting update, mentioned the Emergency Action Plan is being reviewed by Ag Center Managers and emergency contacts are being updated, and he is working with County IT and Sherri to identify potential gaps in cybersecurity coverage.

Director Comments: Commissioner Jim Martin noted that there are constant cybersecurity threats to the County system, and it is important to be diligent including verifying email addresses. Carl Keller, Jr. thanked everyone for their cards and support following the death of his father.

Executive Session

At 3:15pm, Carl Keller, Jr. stated that the BOD would be going into executive session for the purpose of considering personnel matters.

At 3:40pm, Carl Keller, Jr. reported out that the BOD went into executive session for the purpose of considering personnel matters. No action was taken.

Adjournment: Carl Keller Jr adjourned the meeting at 3:45 PM.

Respectfully submitted,

A handwritten signature in blue ink that reads "Susan Landauer". The signature is written in a cursive style with a long horizontal flourish at the end.

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