

LEHIGH COUNTY CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS' MEETING HELD ON DECEMBER 14, 2017

Chairman Bill Erdman called a regular meeting of the Lehigh County Conservation District Directors to order at 6:30 PM at the Lehigh County Conservation District Office, 4184 Dorney Park Rd., Allentown, PA 18104

Present were:

Directors:

Bill Erdman	Chairman/Public Director
Dan Hunsicker	Vice-Chairman/Farmer Director
Amanda Holt	Commissioner Director
Anton Shannon	Farmer Director
Paul Semmel	Secretary/Treasurer/Farmer Director
Bill Royer	Public Director
Mary Ellen Snyder	Public Director

Staff:

Bill McFadden	District Manager
Cammy Kiechel	Executive Assistant
Kevin Frederick	Assistant District Manager
Damian Painter	Ag Resource Conservationist

Agencies:

Linda Mackey	SCC/DEP Conservation District Field Representative
Pete Zakanyycz	NRCS/USDA

Public:

Alex Tamerler
Adele Bon-Shannon

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON NON-AGENDA ITEMS – no comments

ADDITIONAL AGENDA ITEMS/AGENDA MODIFICATIONS

Bill Erdman noted that there will be an Executive Session at the end of the meeting.

APPROVAL OF NOVEMBER 9, 2017 BOARD MEETING MINUTES

It was on motion by Anton Shannon and seconded by Amanda Holt to accept and approve the minutes from the November 9, 2017 Board of Directors' Meeting as written. All were in favor.

AGENCY REPORTS

Pete Zakanyycz, NRCS/USDA, reported that this would be his last board meeting with the District as he is retiring at the end of 2017. He noted that he is still finishing up some of his projects. The Directors wished him well and thanked him for his time spent assisting the District.

Linda Mackey, SCC/DEP Conservation District Field Representative, reported that she attended the Roundtable meeting last week. She noted that in her December report she included information regarding Policy and Procedure Recommendations and also provided a hand-out regarding Committee Principles Policy for PA Conservation Districts. Amanda Holt had questions for Linda regarding the NPDES General Permit PAG-02 Notice of Extension and Reissuance updates. Kevin Frederick and Linda attempted to clarify the ongoing changes that have been happening with the PAG-02 permits.

TREASURER'S REPORT

Update on Contingency Monitoring

Bill Erdman noted that the financial items were in the packet. Bill McFadden noted that not much has changed.

Approval of Disbursement of Bills for November 2017

It was on motion by Amanda Holt and seconded by Paul Semmel to approve and accept the Disbursement of Bills for November 2017. All were in favor.

COMMITTEE REPORTS

Administrative

Bill Erdman noted that fee schedule is still being worked on to get it finalized to present to the Directors. He also noted that the Legacy Cost report is being worked on to provide more detail and to become better defined.

Water Quality

Bill Erdman reported that there is a conference call on 12/15/17 with Rep. Ryan McKenzie regarding adverse feedback on the requirements that are needed to build single family homes. Bill noted that EPA guidelines need to be followed but there might be some flexibility or possibly an expedited process can be used to make it easier to get the permit. The Conservation District cannot modify the regulations so that is why it would go through the legislative process.

Agricultural

Paul Semmel noted that there will be an Ag Meeting sometime in January 2018.

HR Committee

Mary Ellen Snyder reported that the HR Committee is working on the compensation program and salary ranges. They will make a presentation sometime in the future.

DIRECTOR ACTION ITEMS

2018 Proposed Budget

Amanda Holt met with Bill McFadden to review the budget. There are no significant changes from 2017. It was on motion by Amanda Holt & seconded by Paul Semmel to approve the 2018 Proposed Budget as written. All were in favor.

LCCD Board Meeting Dates for 2018

It was noted that all of the 2018 board meetings will start at 7:00 pm on the second Thursday of each month. It was on motion by Mary Ellen Snyder and seconded by Amanda Holt to accept the 2018 meeting dates and times. All were in favor.

NEW BUSINESS ITEMS

LCCD Videos produced by Lehigh Carbon Community College and LCCD

The videos produced by Jolie Chylack, Caitlin Heffner and Damian Painter were shown to the Directors. There was good feedback and it was suggested that they be put on the website front and center; they should be shown at the upcoming Commissioners' Meeting; and the videos should be shown at local schools to help educate students on conservation.

OLD BUSINESS ITEMS – Bill Erdman noted that the business items remain ongoing.

1. Werner & Co. Report
2. Additional Office Space
3. Administrative Support Position
4. Legacy Cost Analysis

PUBLIC COMMENT – no comments

CALENDAR

- 12/25/2017 – Office Closed for Christmas Day
- 1/1/2018 – Office Closed for New Year's Day
- 1/17-28/2018 – PACD/SCC Winter Meeting, State College
- 7/15-18/2018 – NACD NE Regional Meeting and PACD/SCC Meeting, Lancaster, PA

EXECUTIVE SESSION – 7:30 – 8:00 pm

A motion was made by Amanda Holt and seconded by Dan Hunsicker to recommend a Lehigh County farm for enforcement by the State Conservation Commission. All were in favor.

NEXT MEETING DATE: Thursday, January 11, 2018 – 7:00 PM – Classroom 108

ADJOURNMENT – Bill Erdman adjourned the meeting at 8:00 pm.

Respectfully submitted,
Paul Semmel
Secretary/Treasurer

Cammy Kiechel
Recorder