

LEHIGH COUNTY CONSERVATION DISTRICT
MINUTES OF THE DIRECTORS' BOARD MEETING HELD ON JANUARY 14, 2016

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 located at 4184 Dorney Park Rd, Allentown, PA 18104

Present were:

Directors:

Bill Erdman	Chairman/Public Director
Dan Hunsicker	Farmer Director
Bill Royer	Public Director
Geoff Brace	Commissioner Director

Associate Directors:

Chris Strohler	Wildlands Conservancy
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Agencies:

Pete Zakanyycz	NRCS/USDA
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Staff:

Bill McFadden	District Manager
Holly Kaplan	Resource Conservationist
Erich Schramm	Environmental Educator
Cammy Kiechel	Office Manager

Public:

Alex Tamerler

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

BOARD REORGANIZATION

Director Geoff Brace organized the 2016 Director Nominations.

Bill Royer nominated Bill Erdman for Chairman and it was seconded by Dan Hunsicker. The nomination was accepted and closed. All were in favor.

Bill Royer nominated Dan Hunsicker for Vice Chairman and it was seconded by Bill Erdman. The nomination was accepted and closed. All were in favor.

Bill Royer nominated Robert Souder for Secretary/Treasurer and it was seconded by Dan Hunsicker. The nomination was accepted and closed. All were in favor.

NO PUBLIC COMMENTS ON NON-AGENDA ITEMS

NO ADDITIONAL AGENDA ITEMS/AGENDA MODIFICATIONS

APPROVAL OF THE DECEMBER 10, 2015 MEETING MINUTES

It was on motion by Geoff Brace & seconded by Dan Hunsicker to accept & approve the minutes from the December 10, 2015 Board of Directors' Meeting as written. All were in favor.

AGENCY REPORTS

Pete Zakanyycz - NRCS/USDA

Pete reported that they are busy working on Farmland Preservation plans in Northampton County. In Lehigh County they are working on the ranking of the Farmland Preservation applications. In April they will be back outside again. They received \$100,000.00 for a Dirt & Gravel Roads project in Northampton County.

Chris Strohler – The Wildland Conservancy

Chris gave an overview of the Wildlands' 2015 accomplishments. Preservation of land, conservation efforts, enhancing trails and waterways, further development of the Jordan Creek Greenway, and many educational programs for youth and the community are examples of the hard work and dedication provided by the Wildlands and their partners. The 2016 projections and goals will be just as ambitious as in 2015.

TREASURER'S REPORT

Contingency Monitoring

Bill Erdman noted that the Operating Funds information and the Balance Sheet are in the packet for review. He noted that there will be 2 changes in the future on the Operating Funds report. Geoff Brace had recommended that a special account for capital improvements be created. The Legacy Costs will also be included on the report.

Approval of Disbursement of Bills for December 2015

It was on motion by Geoff Brace and seconded by Bill Royer to accept and approve the Disbursement of Bills for December 2015. All were in favor.

COMMITTEE REPORTS

Water Quality

Bill Erdman reported that Legacy Cost spreadsheet has been created and is being reviewed. The survey results are being summarized and a report will be given to the Directors in February. The Developers' Forum is slated for early March. He also reported that in February the District has to make a decision on which Delegation Agreement we accept.

Holly Kaplan reported that the WQ staff is still very busy catching up on reviews and doing inspections. People are still out there working no matter what the weather. Two administrative conferences are set up in February. There will be a DEP Roundtable coming up in a couple of weeks. They had a beneficial meeting with PPL regarding safety information and other issues since the District has recently been working on a number of PPL projects.

Outreach & Education

Erich Schramm reported that he is reaching out to the community and is working on educational programs for the local schools. He is working on community projects such as the Lehigh Valley Greenways with Cedar Crest College. He is looking for potential sources of funding through grants. He is working with Caitlin Heffner on a Rain Barrel workshop scheduled for April with funding that Laura Hopek had secured.

DIRECTOR ACTION ITEMS

Directors' Packets for Board Meeting

Bill Erdman brought up for discussion the suggestion that we don't need to print out full board meeting packets. The Directors are emailed all of the items for review before the meeting. It would save a lot of time and paper if only the Agenda, Last Month's Minutes, Financials, and Action Items were printed out for the meetings. A few full packets would be available at the meetings. We will follow up with the Directors to finalize the details.

Cooperator's Agreement for Donald Schlicher – Conservation Plan

It was on motion by Geoff Brace and seconded by Dan Hunsicker to approve the cooperator's agreement for Donald Schlicher. All were in favor.

Cooperator's Agreement for Larry Turner, LET Farms – Conservation Plan

It was on motion by Dan Hunsicker and seconded by Bill Royer to approve the cooperator's agreement for Larry Turner, LET Farms. All were in favor.

Bill Royer suggested that the District put together a summary of the good things we are doing at the District. The summary would be good to present to the County and to also put it on our website. Alex Tamerler suggested taking pictures of projects from start to finish and putting them on the website.

NEW BUSINESS ITEMS

Bill Erdman commented that each of the Directors received a copy of the new LCCD Employee Handbook.

OLD BUSINESS ITEMS

Update on Conflict Resolution Training

Bill Royer noted that a date should be selected to set up the training. A half day training would be sufficient.

Update on Performance Evaluations

The performance evaluation should be completed within the next couple of weeks.

PUBLIC COMMENTS

Pete Zakanycz suggested that maybe 2 of the monthly board meetings could be held in the day so that more local agencies could attend. Bill Erdman remarked that the District would like to get back to having an annual meeting to reach out to legislators, agencies, etc. to provide an update on what the District is doing and to interface with the public. Geoff Brace noted that Board Meetings are more for the business of running the District. Bill Erdman suggested that we reach out to the community in other ways.

CALENDAR ITEMS

NEXT MEETING DATE: Thursday, February 11, 2016 – 6:30 PM – CLASSROOM #108

ADJOURNMENT – Bill Erdman adjourned the meeting at 7:40 pm.

Respectfully submitted,
Bob Souder
Secretary/Treasurer

Cammy Kiechel
Recording Treasurer