

LEHIGH COUNTY CONSERVATION DISTRICT
MINUTES OF THE DIRECTORS' BOARD MEETING HELD ON MARCH 10, 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
Robert Souder	Secretary/Treasurer/Farmer Director
Mary Ellen Snyder	Public Director
Bill Royer	Public Director
Anton Shannon	Farmer Director
Geoff Brace	Commissioner Director

Staff:

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

Public: Alex Tamerler

PLEDGE OF ALLEGIANCE

NO PUBLIC COMMENTS ON NON-AGENDA ITEMS

NO ADDITIONAL AGENDA ITEMS/AGENDA MODIFICATIONS

APPROVAL OF THE FEBRUARY 11, 2016 MEETING MINUTES

It was on motion by Mary Ellen Snyder & seconded by Anton Shannon to accept & approve the minutes from the February 11, 2016 Board of Directors' meeting as written. All were in favor.

AGENCY REPORTS

Bill McFadden reported for Pete Zakanyycz from the NRCS office. He reported that they are almost done with the composting barn at Spring Creek Farm and that they are on the last phase of installing the spray irrigation system at Four Springs Farm (Gehringer Property).

TREASURER'S REPORT

Contingency Monitoring

Bob Souder noted that the funds run a little behind at this time of year. This is a generally a slower time.

Approval of Disbursement of Bills for February 2016

It was on motion by Geoff Brace and seconded by Anton Shannon to accept and approve the Disbursement of Bills for February 2016. All were in favor.

COMMITTEE REPORTS

Administrative Committee

Bill Erdman reported on a number of items discussed at the Admin Committee Meeting.

The 70th Anniversary of the LCCD celebration will be held on 8/26/16 at Clover Hill Farms.

Bill Erdman talked about the interaction with the Legislators. We need to keep them posted on what the District is doing and to encourage them to contact the District directly if they have an issue.

Paul Semmel was approved by the LC Commissioners on 3/9/16 as a Farmer Director for the LCCD Board. His swearing in will be at the April 2016 Board Meeting. Geoff Brace noted that he is willing to stay on as the Commissioner Director or we can choose another commissioner. The consensus of the Directors is to keep Geoff on the LCCD Board of Directors. Bob Souder will be moving to the position of Associate Director and stay on as Secretary/Treasurer for the District. The Directors thanked him for his many years of service to the District and appreciate him staying on as Associate Director. Bill also noted that some of the LCCD committees may need to be restructured due to some of the changes.

DIRECTOR ACTION ITEMS

Administrative/Bookkeeper Position

It was discussed that the District needs to hire a bookkeeper. Bill Erdman, Bill McFadden and Bill Royer met with an accountant to investigate the possibility of using an accounting firm. After the meeting with the firm it was recommended to hire an in-house bookkeeper who could also do administrative duties for members of the staff. It was on motion by Bill Royer and seconded by Geoff Brace to authorize the advertisement of the position of Bookkeeper/Administrative Assistant. All were in favor.

Scholarship Application

Bill Erdman reported that a proposed scholarship program has been created to encourage someone in the environmental field to pursue their career. It would also be a good outreach program to show the good works done by the District. It was discussed how the District would fund this program since it is not a line item in the budget. Bill noted that it should be put on the next year's budget and possible fund raisers could add to the amount. The scholarship program would be for 2017. Geoff also noted that the amount of the scholarship should be clarified. It was on motion by Bill Royer and seconded by Mary Ellen Snyder to approve the Scholarship Award Program tentatively for (2) \$1,000.00 awards to be included in the 2017 Budget. All were in favor.

Chris Jaccarino Cooperators Agreement

Chris Jaccarino has a 16 acre farm in North Whitehall Township.

It was on motion by Mary Ellen Snyder and seconded by Geoff Brace to approve the Cooperators Agreement for the Chris Jaccarino farm. All were in favor. Bill Erdman abstained from the vote.

Justin Hausman, Hausman's Fruit Farm Cooperators Agreement

Justin Hausman has a 97 acre farm in Lower Milford Township.

It was on motion by Geoff Brace and seconded by Anton Shannon to approve the Cooperators Agreement for the Hausman's Fruit Farm. All were in favor.

Pappy's Orchard (Mike Urfer) – Nutrient Management Plan

Mike Urfer is a turkey farmer renting land in Lower Milford Township.

It was on motion by Bill Royer and seconded by Anton Shannon to approve the recommendation/approval of Damian Painter's renewal of the Nutrient Management Plan for the turkey operation at Pappy's Orchard. All were in favor.

Water Quality Survey Results

Bill Erdman remarked on the Water Quality Survey. There was some discussion. When it is approved it will be put out for the public and also be a part of the presentation to the Commissioners. The percentage of results was good. It was on motion by Anton Shannon and seconded by Geoff Brace to approve the document as written. All were in favor.

NEW BUSINESS ITEMS

Presentation on Legacy Cost

Kevin Frederick did a presentation to the Directors on the Legacy Costs which determine the long term costs of a project. He provided a lot of important information that was very enlightening. He also explained the issues involved with terminating permits and closing out projects.

Delegation Agreement for Water Quality

Bill Erdman noted that each of the Directors received a copy of the 2 agreements. He suggested they look them over and give comments to Bill McFadden. They are almost identical to the previous delegation agreements.

PACD Meeting – March 31, 2016

It was on motion by Bill Royer and seconded by Mary Ellen Snyder to authorize Bill McFadden, representing the District, for the flat rate dues across the state with a \$50.00 increase for 3 years. All were in favor.

OLD BUSINESS ITEMS

Update on Performance Evaluations

It was requested that Kevin Frederick select a date for completing the Performance Evaluation document.

CALENDAR ITEMS

NEXT MEETING DATE: Thursday, April 14, 2016 – 7:00 PM – Classroom #108

ADJOURNMENT – Bill Erdman adjourned the meeting at 8:10 PM.

Respectfully submitted,
Bob Souder
Secretary/Treasurer

Cammy Kiechel
Recording Treasurer