

LEHIGH COUNTY CONSERVATION DISTRICT  
MINUTES OF THE BOARD OF DIRECTORS' MEETING HELD ON SEPTEMBER 08, 2022

Chairman Bill Erdman called a regular meeting of the Lehigh County Conservation District Directors to order at 7:00 pm at the Lehigh County Conservation District Office, 4184 Dorney Park Rd., Allentown, PA 18104

Present were:

Directors:

Bill Royer	Public Director
Dan Hunsicker	Vice-Chairman/Farmer Director
Adele Bon-Shannon	Public Director
Paul Semmel	Treasurer/Secretary/Farmer Director
Arland Schantz	Farmer Director

Associate Directors:

Staff:

Kevin Frederick	Manager
Holly Kaplan	Assistant Manager
Marlene Mera	Executive Assistant

Agencies:

Janet Creegen	Conservation District Field Representative
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PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON NON-AGENDA ITEMS

ADDITIONAL AGENDA ITEMS/AGENDA MODIFICATIONS

APPROVAL OF JULY 14TH, 2022, BOARD MEETING MINUTES

It was on motion by Adele Bon-Shannon and seconded by Bill Royer to accept and approve the minutes from the July 14, 2022, Board of Directors Meeting as written. All were in favor

AGENCY REPORTS

Janet Creegan- Conservation District Field Representative, highlighted in her report several topics, including allocated funds for next year's budget; several changes and reorganizations have occurred. Also, Practice Keeper submission modules and data transfer have gone live.

TREASURER'S REPORT

Paul Semmel reported that the two months of liability and equity are similar.

APPROVAL OF DISBURSEMENTS OF BILLS JULY & AUGUST 2022

It was on motion by Bill Royer and seconded by Adele Bon-Shannon to accept and approve the Disbursement of Bills for July and August 2022. All were in favor.

COMMITTEE REPORTS

Water Quality

Holly Kaplan briefly shared that the program continues to be busy with plan reviews and inspections. Along with this, a few trainings and presentations are taking place presently and in the future.

Human and Environmental Health Program

Kevin Frederick announced that the program's name would be switched back to the Vector Borne Disease program. Moving forward, this will lessen the confusion internally and with the state.

HR Committee- Next meeting will take place in October to discuss COLA.

## DIRECTOR ACTION ITEMS

### Conservation District Logo

Kevin Frederick provided an overview of replacing the existing logo with the Conservation District logo that the PACD designed for all PA Conservation Districts. The simplicity of the logo provides ease of work regarding marketing items. It was a motion by Adele Bon-Shannon and seconded by Bill Royer to approve and accept the Conservation District Logo. All were in favor.

### Nutrient Management and Manure Management 5-year delegation renewal

Kevin Frederick shared that this delegation gets renewed every five years. The staff would like to continue to implement and offer this service. It was a motion by Adele Bon-Shannon and seconded by Dan Hunsicker to approve and accept the Nutrient Management and Manure Management 5-year delegation renewal. All were in favor.

### Last Chance Angus Nutrient Management Plan Approval

Kevin Frederick briefly shared that this Nutrient Management plan was written by our staff Amanda Bunn, our Agriculture Resource Conservationist, as a part of her final requirement for certification in the nutrient/manure management program. The Act application was a motion by Dan Hunsicker and seconded by Adele Bon-Shannon to approve and accept the Last Chance Angus Nutrient Management Plan Approval favor. All were in favor.

### Conservation Ecologist Position

All Conservation Districts received an increase in funding this year from State legislators. It was recommended to Districts by PACD and State Conservation Commission (SCC) to apply these funds toward staffing costs. This position would focus on other programs' emerging environmental challenges in Lehigh County. This program will work closely with our watershed, Ag, and Environmental program. It was in motion by Dan Hunsicker and seconded by Bill Royer to approve and accept the Conservation Ecologist Position. All in favor.

### Water Quality Monitoring Equipment Purchase

Kevin Frederick mentioned that the Water Quality department would like to purchase monitoring equipment. This equipment will make us more competitive when writing grants for the Watershed and Agriculture program. There is currently a line item in the 2022 budget that will not be maxed out where this can be purchased under – the IDP line item. It was in motion by Adele Bon-Shannon and seconded by Bill Royer to approve and accept the Water Quality Monitoring Equipment Purchase. All in favor.

## NEW BUSINESS ITEMS

### 2023 Draft Budget

Kevin Frederick provided a summary of the 2023 Budget. Any questions or changes can be emailed to him no later than September 28, 2022.

## OLD BUSINESS ITEMS

### LCCD 75th Anniversary

Holly provided a quick reminder about the event.

### LCCD Strategic Plan Update

Kevin Frederick followed up on the email sent to the Board of Directors and asked if anyone had any questions.

## PUBLIC COMMENT

## CALENDAR

1. **LCCD 75<sup>th</sup> Anniversary Dinner, Bell Gate Farm, 9/23/2022**
2. **PACD Management Summit, State College, 9/13 – 9/15/2022**
3. **PACD SE Regional Mtg, Harleysville, 9/29/2022**

NEXT MEETING DATE: **Thursday, October 13, 2022 – 7:00 pm**

ADJOURNMENT – Paul Semmel adjourned the meeting at

Respectfully submitted,  
Paul Semmel  
Secretary/Treasurer

Marlene Mera  
Recorder 8:00

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