

LEHIGH COUNTY CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS' MEETING HELD ON FEBRUARY 08, 2024

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 Erdman	Chairman/Public Director
Dan Hunsicker	Vice-Chairman/Farmer Director
Bill Royer	Public Director
Antonio Pineda	Commissioner Director
Arland Schantz	Farmer Director

Associate Directors:

Staff:

Kevin Frederick	District Manager
Holly Kaplan	Assistant Manager
Marlene Mera	Executive Assistant
Caitlin Mercier	Watershed Specialist

Agencies:

Austin Drager	NRCS
Janet Creegan	Conservation District Field Representative

Public:

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON NON-AGENDA ITEMS

ADDITIONAL AGENDA ITEMS/AGENDA MODIFICATIONS

APPROVAL OF JANUARY 11, 2024, BOARD MEETING MINUTES

It was on motion by Bill Royer and seconded by Arland Schantz to accept and approve the minutes from the January 11, 2024, Board of Directors Meeting as written. All were in favor.

AGENCY REPORTS

Austin Drager, an NRCS representative, mentioned that he dedicated most of January to ranking projects. They finalized the selection for funding and completed the wrap-up on February 23. Additionally, three more projects were chosen for funding for the year 2024. These projects include establishing a heavy-use area for a beef operation, drafting a plan, and implementing forestry wildlife initiatives.

Janet Creegan, Conservation District Field Representative, summarized from her report the reminder to submit a statement of Financial Interest no later than May 1. She briefly spoke about the upcoming Leadership Development Strategic sessions in March.

TREASURER'S REPORT

Kevin Frederick provided a detailed explanation of the items related to vendor balances and operating funds.

APPROVAL OF DISBURSEMENTS OF BILLS FOR JANUARY 2024

It was on motion by Bill Royer and Arland Schantz to accept and approve the Disbursement of Bills for January 2024. All were in favor.

COMMITTEE REPORTS

DIRECTOR ACTION ITEMS

Grist Mill Dirt & Gravel Rd Allocation Amount Amendment

Caitlin Mercier shared that North Whitehall Township reached out for assistance. The previously approved application has been revised to raise the allocation from \$130,000 to \$175,000 (an increase of \$45,000) as a result of higher material costs and bids. These funds are available, and we must utilize them for the program by June 2024. It was on motion by Bill Royer and seconded by Dan Hunsicker to accept and approve the Grist Mill Dirt & Gravel Rd Allocation Amount Amendment. All were in favor.

DEP Pilot Program Delegation

A briefing on this program was presented during the recent Board meeting. The DEP has chosen multiple districts to engage in a pilot program designed to streamline permits for those that meet the criteria. The pilot program draws inspiration from our District's existing expedited program but will not interfere with its continued availability for applicants. To partake in this initiative, we have received a modified delegation agreement from the DEP encompassing this new program. Our involvement not only contributes to the ongoing development of the program but also positions us to comply with future requirements. It was on motion by Bill Royer and seconded by Dan Hunsicker to accept and approve the DEP Pilot Program Delegation. All were in favor.

LCCD Fee Schedule Changes

The Board was presented with two documents: the current fee schedule with tracked changes (the final version was included in the Board packet) and a document comparing the current fees with proposed changes. We recommend a 25% increase in fees to offset the rising expenses of the District due to several years of high inflation. Our fees have remained unchanged since 2018. The proposed changes primarily target permit categories that we frequently receive, reflecting the most substantial increases. It was on motion by Bill Royer and seconded by Arland Schantz to accept and approve LCCD Fee Schedule Changes. All were in favor.

NEW BUSINESS ITEMS

OLD BUSINESS ITEMS

PUBLIC COMMENT

CALENDAR

1. SCC Hybrid Meetings – March 12 & May 14, 2024
2. SCC Conference Calls 8:30 – 10:00 am, February 20, April 9, 2024
3. PACD Strategic Board Development Session SE Region March 5 at Berks CCD

NEXT MEETING DATE: Thursday, March 14, 2024 – 7:00 pm

ADJOURNMENT_– Paul Semmel adjourned the meeting at

Respectfully submitted,
Paul Semmel
Secretary/Treasurer

Marlene Mera
Recorder 7:53 pm