

LEHIGH COUNTY CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS' MEETING HELD ON OCTOBER 10TH, 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
Dan Hunsicker	Vice-Chairman/Farmer Director
Bill Royer	Public Director
Adele Bon-Shannon	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

Agencies:

Janet Creegan	Conservation District Field Representative
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Public: Eli Urffer- Pappys Orchard ACAP Bid Award

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON NON-AGENDA ITEMS

ADDITIONAL AGENDA ITEMS/AGENDA MODIFICATIONS

APPROVAL OF AUGUST 8TH 2024 BOARD MEETING MINUTES

It was on a motion by Antonio Pineda and seconded by Bill Royer to accept and approve the minutes from the August 8th, 2024, Board of Directors Meeting with a minor change. All were in favor.

AGENCY REPORTS

Janet Creegan, Conservation District Field Representative, emphasized in her talking points that the Environmental Education Grant will conclude on November 15. Additionally, PACD will be offering a series of virtual training sessions for directors. Janet also expressed her gratitude to Kevin Frederick and Holly Kaplan for their excellent assistance to a new manager in navigating various issues within her district, effectively serving as a liaison and offering support.

TREASURER'S REPORT

Kevin mentioned in the administrative meeting that they are on track. This month, they will submit reimbursement requests for several hundred thousand dollars related to their programs, with income expected to begin rolling in next month. There are no other significant updates.

APPROVAL OF DISBURSEMENTS OF BILLS FOR AUGUST & SEPTEMBER 2024

It was on motion by Adele Bon-Shannon and Bill Royer to accept and approve the Disbursement of Bills for August and September 2024. All were in favor.

COMMITTEE REPORTS

Water Quality

Holly Kaplan reported that they have encountered several enforcement cases that are currently being processed. In both instances, the responsible parties engaged legal counsel, requiring collaboration with the DEP's attorney, which has extended the timeline. An initial meeting was held, necessitating a follow-up since no settlement was reached. She also briefly discussed the Speed Act and noted that the water quality department remains busy.

VBDC

Kevin Frederick reported that the Vector Borne Disease Control grant renewal application is due on October 15. Negotiations with DEP have been ongoing to finalize funding amounts for the upcoming year. The grant funds the mosquito and tick control program, which is crucial for public health. Kevin also shared that our VBDC coordinator, Louise Bugbee, will be retiring this December.

DIRECTOR ACTION ITEMS

Pappy's Orchard ACAP Bid Award

We received three sealed bids for the Pappys Orchard ACAP project, which were opened during a public meeting on October 3. After careful evaluation by our district staff and the design engineer, we recommend that the board award the contract to the bidder with the lowest qualifications. It was on motion by Dan Hunsicker and seconded by Bill Royer to accept and approve Pappy's Orchard ACAP Bid Award. All were in favor.

Ag Ventures Nutrient Management Plan

This plan has been reviewed and finalized by the State Conservation Commission, as we currently do not have certified staff for this program. The SCC is recommending board approval of the plan, given that we still retain delegation. Once our staff are certified, we will conduct an in-house review. It was on motion by Dan Hunsicker and seconded by Arland Schantz to accept and approve the Ag Ventures Nutrient Management Plan. All were in favor.

D&GLVR Legislative Template Letter

The PA General Assembly may soon consider an omnibus transportation bill, presenting us with an opportunity to propose a funding increase for the DGR/LVR program. We can use the template letter provided by the PACD to submit our suggestions. It was on motion by Adele Bon-Shannon and seconded by Bill Royer to accept and approve the D&GLVR Legislative Template Letter. All were in favor.

NEW BUSINESS ITEMS

DRAFT Budget 2025

The draft budget is being provided for review and comment. It will be presented for action in November. Key points include a projected 2% cost of living adjustment and a 4% increase in health care insurance costs. We have added an entry-level position to the Water Quality program, as the technical position from 2024 was not filled due to a lack of qualified applicants. Additionally, we typically replace vehicles that are 10 years old, and we have two vehicles reaching that milestone, which was included in the Water Quality expense section.

PUBLIC COMMENT

CALENDAR

1. SCC Meetings – November 12, 2024
2. SCC Conference Calls 8:30 – 10:00 am, October 8, & December 10, 2024

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

ADJOURNMENT– Bill Erdman adjourned the meeting at

Respectfully submitted,

Paul Semmel

Secretary/Treasurer

Marlene Mera

Recorder 7:45 pm