

LEHIGH COUNTY CONSERVATION DISTRICT  
MINUTES OF THE BOARD OF DIRECTORS' MEETING HELD ON NOVEMBER 9, 2017

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, 4184 Dorney Park Rd., Allentown, PA 18104

Present were:

Directors:

Bill Erdman	Chairman/Public Director
Amanda Holt	Commissioner Director
Anton Shannon	Farmer Director
Paul Semmel	Secretary/Treasurer/Farmer Director

Staff:

Bill McFadden	District Manager
Cammy Kiechel	Executive Assistant
Sean Anlauf	Resource Conservationist

Agencies:

Linda Mackey	SCC/DEP Conservation District Field Representative
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Public:

Alex Tamerler

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON NON-AGENDA ITEMS – none

ADDITIONAL AGENDA ITEMS/AGENDA MODIFICATIONS - none

APPROVAL OF OCTOBER 12, 2017 BOARD MEETING MINUTES

It was on motion by Anton Shannon & seconded by Amanda Holt to accept & approve the minutes from the October 12, 2017 Board of Directors' Meeting as written. All were in favor.

AGENCY REPORTS

Linda Mackey, SCC/DEP Conservation District Field Representative, reported on some of the NPDES General Permit PAG-02 changes & updates from DEP. There were questions & discussions among the Directors.

TREASURER'S REPORT

Update on Contingency Monitoring

Bill Erdman noted that the financial items were in the packet.

Legacy Cost

It was noted that the copy of the Legacy Cost in the packet was dated 8/5/17. The Directors would like a copy of the most current report. Bill McFadden noted that the Legacy Cost information will be included in the next audit as was requested by the Directors. It was also noted that the Dirt & Gravel Road/Low Volume Roads items need to be included on the balance sheet.

Approval of Disbursement of Bills for October 2017

It was on motion by Amanda Holt and seconded by Anton Shannon to approve & accept the Disbursement of Bills for October 2017. All were in favor.

## COMMITTEE REPORTS

### Admin/HR Sub-Committee Meeting

Bill Erdman noted that the committee has continued to meet on HR standards and guidelines and is making a lot of headway.

## DIRECTOR ACTION ITEMS

### 2018 Proposed Budget

There was discussion regarding the 2018 Proposed Budget as presented. Amanda Holt will meet with Bill McFadden and they will do some tweaking of the proposal.

### Cooperator's Agreement for O'Rourke Property

Bill McFadden noted that the agreement is for a Conservation Plan for their winery.

It was on motion by Paul Semmel & seconded by Anton Shannon to approve the Cooperator's Agreement for a Conservation Plan for the O'Rourke Property. All were in favor.

## NEW BUSINESS ITEMS – none

## OLD BUSINESS ITEMS – Bill Erdman noted that the business items remain ongoing.

1. Werner & Co. Report
2. Additional Office Space
3. Administrative Support Position
4. Legacy Cost Analysis

## PUBLIC COMMENT – none

## CALENDAR ITEMS

11/10/17 – Office Closed for Veterans Day

11/23-24/2017 – Office Closed for Thanksgiving

1/17-18/2018 – PACD - SCC Winter Meeting, State College

7/15-18/2018 – NACD - Northeast Regional Meeting & PACD/SCC Meeting, Lancaster, PA.

NEXT MEETING DATE: Thursday December 14, 2017 – 6:30 PM – Classroom #108

ADJOURNMENT – Bill Erdman adjourned the meeting at 7:25 pm.

Respectfully submitted,

Paul Semmel  
Secretary/Treasurer

Cammy Kiechel  
Recorder