

LEHIGH COUNTY CONSERVATION DISTRICT
MINUTES OF THE BOARD OF DIRECTORS' MEETING HELD ON APRIL 13, 2017

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
Anton Shannon	Farmer Director
Mary Ellen Snyder	Public Director
Bill Royer	Public Director
Geoff Brace	Commissioner Director

Staff:

Bill McFadden	District Manager
Cammy Kiechel	Executive Assistant

Agencies:

Linda Mackey	SCC/DEP Conservation District Field Representative
Pete Zakanycz	USDA/NRCS

Public:

Alex Tamerler

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

PUBLIC COMMENTS ON NON-AGENDA ITEMS – no comments

ADDITIONAL AGENDA ITEMS/AGENDA MODIFICATIONS – no additional items

APPROVAL OF MARCH 9, 2017 BOARD MEETING MINUTES

It was on motion by Bill Royer & seconded by Anton Shannon to accept & approve the minutes from the March 9, 2017 Board of Directors' Meeting as written. All were in favor.

AGENCY REPORTS

Linda Mackey, SCC/DEP Conservation District Field Representative, reported on the April 11, 2017 SCC Meeting in Harrisburg. She also reported on the impending Chapter 102 changes that will affect Conservation Districts that do not have their own Engineer on staff.

Pete Zakanycz, USDA/NRCS, reported that they are still writing contracts. There was much discussion regarding the CREP program that is now approved for this area.

TREASURER'S REPORT

Update on Contingency Monitoring

Bill Erdman noted that the balance is down a bit this month but Bill McFadden reported that the District will receive State money at the beginning of next month.

Approval of Disbursement of Bills for March 2017

It was on motion by Geoff Brace and seconded by Mary Ellen Snyder to approve & accept the Disbursement of Bills for March 2017. All were in favor.

COMMITTEE REPORTS

Administrative

Mary Ellen Snyder noted that the staff performance evaluations have been completed. She said it is an ongoing process & the individual development plans will continue to be worked on.

DIRECTOR ACTION ITEMS

Cooperator's Agreement for Pennsylvania Farm, Inc.

Bill McFadden reported that they looking to obtain a Conservation Plan.

It was on motion by Geoff Brace & seconded by Mary Ellen Snyder to approve the Cooperator's Agreement for the technical assistance request with the understanding that a conservation plan is to be prepared for the Pennsylvania Farm, Inc. in South Whitehall Township. All were in favor.

Cooperator's Agreement for Schocharie Ridge Farm

Bill Erdman reported that they need to do repairs on spring fed waterers.

It was on motion by Geoff Brace & seconded by Anton Shannon to approve the Cooperator's Agreement for Schocharie Ridge Farm in Lynn Township & Weisenberg Township. All were in favor.

Cooperative Working Agreement between NRCS, USDA, SCC & LCCD

Bill Erdman noted that it basically acknowledges that we will continue working with the document as it is. It is approved annually.

It was on motion by Mary Ellen Snyder & seconded by Bill Royer to approve the Cooperative Working Agreement between NRCS, USDA, SCC & LCCD as written. All were in favor.

NEW BUSINESS ITEMS

Bill Erdman reported that Geoff Brace is leaving his position as the District's Commissioner Director. A replacement from the County will be assigned. Geoff noted that he is very supportive of the District & will continue to offer his support. He was thanked by all & it was noted that he will be missed.

OLD BUSINESS ITEMS

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

PUBLIC COMMENT – no comments

CALENDAR ITEMS

NEXT MEETING DATE: Thursday, May 11, 2017 – 7:00 PM – Classroom #108

ADJOURNMENT – Bill Erdman adjourned the meeting at 7:55 pm

Respectfully submitted,

Paul Semmel
Secretary/Treasurer

Cammy Kiechel
Recorder