

LEHIGH COUNTY CONSERVATION DISTRICT
MINUTES OF THE DIRECTORS' BOARD MEETING HELD ON AUGUST 11TH, 2016

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 located at 4184 Dorney Park Rd, Allentown, PA 18104

Present were:

Directors:

Bill Erdman	Chairman
Dan Hunsicker	Vice-Chairman
Bill Royer	Public Director
Paul Semmel	Farmer Director
Geoff Brace	Commissioner Director
Mary Ellen Snyder	Public Director
Anton Shannon	Farmer Director

Associate Directors:

Chris Strohler	Wildlands Conservancy
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Agencies:

Linda Mackey	SCC/DEP Conservation District Field Representative
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Staff:

Bill McFadden	District Manager
Damian Painter	Agricultural Resource Conservationist
Holly Kaplan	Resource Conservationist

Public:

Alex Tamerler
Bryan Smith

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Alex Tamerler noted that he is concerned about the invasive pests in Lehigh and surrounding counties and feels that there is not enough public knowledge about them.

ADDITIONAL AGENDA ITEMS/AGENDA MODIFICATIONS

Two additional discussion points will be added to the Director's Action Items: 1. The new FLSA overtime regulations and 2. A TMDL proposal issue.

APPROVAL OF LAST MONTH'S BOARD MEETING MINUTES

It was on motion by Dan Hunsicker & seconded by Paul Semmel to accept & approve the minutes from the July 14, 2016 Board of Directors' Meeting as written. All were in favor.

AGENCY REPORTS

Linda Mackey, SCC/PADEP Conservation District Rep., reported that the PACD/SCC meeting was held and specifics of the meeting are listed in her report. Linda noted that the NCF Envirothon took place in July and Pennsylvania placed 2nd overall. Linda also noted that CDFAP funding, under the Leadership Development section, has money available for strategic planning that the District may be eligible for.

Chris Strohler, Wildlands Conservancy, reported on the projects that the Wildlands Conservancy is working on, including closing trail gaps, land preservation efforts on South Mountain, ongoing restoration projects in Trexler Nature Preserve, and education/outreach projects throughout the region. Chris noted that they are in the final stages of putting together the Lehigh River Watershed Management Plan, and will be ready to share it with their partner agencies upon its completion.

TREASURER'S REPORT

Update on Contingency Monitoring

Bill Erdman noted that the quarterly reports to the county will now include the 'Legacy Costs' figures to better represent the District's financials.

Approval of Disbursement of Bills for July 2016

It was on motion by Geoff Brace & seconded by Bill Royer to accept & approve the Disbursement of Bills for July 2016. All were in favor.

DIRECTOR ACTION ITEMS

2016-17 Conservation District UGWF Allocation Worksheet

Bill McFadden reported that the UGWF Allocation Worksheet is included in the packet; the District had to decide how to allocate the money. After some discussion, Bill Erdman requested a motion to approve the Worksheet as prepared. A motion was made by Geoff Brace and seconded by Mary Ellen Snyder. All were in favor.

2016-17 Agricultural Conservation Technical Assistance Program

Bill McFadden reported the Agricultural Conservation Technical Assistance Program is available and provides partial funding for the Agricultural Conservation Technician's position. A motion was made by Mary Ellen Snyder and seconded by Bill Royer to accept the funding. All were in favor.

Cooperator's Agreement for Pappy's Orchard

Damian Painter reported that Mike Urfer is operating an orchard in Lower Milford Township and is seeking a Cooperator's Agreement with the District to aid in the expansion of the operation. A motion was made by Paul Semmel and seconded by Anton Shannon to approve the agreement. All were in favor.

Environmental Education /Outreach Coordinator Job Description

Bill Erdman reported that the Education and Outreach committee has developed the job description for the Environmental Education/Outreach Coordinator position. A motion to approve the description was made by Bill Royer and seconded by Anton Shannon. All were in favor.

Nutrient Management Plan for Bryan Smith – Skylan Farms at Hidden Hills

Damian Painter reported that Bryan Smith is presenting a Nutrient Management Plan for the District's approval for compliance with Act 138 requirements. Damian noted that the proposed plan is compliant with state regulations, and the District will be conducting yearly status reviews on the operation. A motion to approve the plan was made by Geoff Brace and seconded by Mary Ellen Snyder. All were in favor.

Robert Souder Resignation

A formal letter of resignation has been received from Bob Souder for his Director and Secretary/Treasurer duties. A motion to accept the resignation was made by Geoff Brace and seconded by Bill Royer. All were in favor.

Appointment of Secretary/Treasurer

Paul Semmel has volunteered to fill the Secretary/Treasurer duties. A motion was made by Dan Hunsicker and seconded by Bill Royer to approve Paul's appointment to the position. All were in favor.

FLSA Overtime Regulations

Bill Erdman reported that there are new FLSA regulations in respect to overtime pay. An ad hoc committee has been set up to look further into the new rule changes, to see if and how they apply to LCCD employees, and will make a recommendation to the Board.

TMDL Proposal

Bill Erdman reported that the City of Allentown will be issuing a Request for Proposals for the preparation of a TMDL plan, and District employees have expressed an interest and ability to prepare a proposal for the work. A discussion ensued about whether or not it would be appropriate for the District to engage in this process. A motion was made by Mary Ellen Snyder and seconded by Paul Semmel to authorize the staff to prepare a proposal, with conditions. All were in favor. The conditions were as follows: 1. The District will request that the City of Allentown's solicitor approves the District's involvement in the process, and 2. The Board will revisit the issue after the proposal is prepared, and must approve it prior to submittal.

NEW BUSINESS ITEMS

Kevin Frederick – Public Services Institute Instructor Appointment by DEP

Bill Erdman notified the Board that Kevin Frederick has been appointed to a contract position by DEP as a representative to help municipalities and other organizations with MS4 compliance. The appointment will not interfere with Kevin's work with the District and serves as recognition of his knowledge in MS4 issues.

OLD BUSINESS ITEMS-none

PUBLIC COMMENT

Alex Tamerler requested from the Wildlands Conservancy pre/post studies on their dam removal projects and asked that they join in the effort to notify the public of invasive pests.

CALENDAR ITEMS

The LCCD's 70th Anniversary Celebration is upcoming on August 26th.

NEXT MEETING DATE: Thursday, September 8, 2016 – 7:00 PM – Classroom #108, Bill Erdman noted that the Administrative Committee meeting for September will be moved to Tuesday September 6th due to Labor Day.

ADJOURNMENT – Bill Erdman adjourned the meeting at 8:30 PM.

Respectfully submitted,
Bob Souder
Secretary/Treasurer

Holly Kaplan
Recording Treasurer