



Monthly Board Meeting Minutes

Mission Statement: "Dedicated to the encouragement and instruction of the wise stewardship of the soil and waters of Berks County, so that the present and future generations may have healthy land on which to live and work, and clean water for drinking and recreation."

Date Wednesday December 29, 2021

Time 1:00 p.m.

Location Berks County Agricultural Center, 1238 County Welfare Road, Leesport, PA

Chair Sherburne called the meeting to order at 1:01 p.m.

Pledge the Flag

Public Comment

There will be an Executive Session immediately following the Board Meeting to discuss Personnel Issues and Real Estate

Attendees:

Directors

Jesse Bitler, Larry Gelsing, Christian Leinbach, Joseph Rosenbaum, Piper Sherburne

Associate Directors

Jason Bailey, David Beane, Geoff Price

Cooperating Agencies

Berks County Department of Agriculture – Emily Wangolo

DEP – Elwood Blake

NRCS – Nicholas Ramsey, Sam Haas

FSA – Annie Butler

Guests – Anne-Marie Grill, Assistant to Commissioner Leinbach

Berks County Conservation District Staff

Tammy Bartsch, Jennifer, Brooks, Dean Druckenmiller

Swearing in of Director

Jason Bailey was sworn in by Commissioner Leinbach as the Director to fill the vacancy left by Brian Boyer's resignation

A motion was made to appoint Jason Bailey as Treasurer until January 2022 nominations.

C. Leinbach, J. Rosenbaum

Motion passed, no comment

Approval of Minutes of Previous Board Meeting

A motion was made to approve the minutes of the November 24, 2021 Board Meeting.

J. Rosenbaum, C. Leinbach

Motion passed, no comment

Financial Statements and E&S Fee Report

Approval of Payment of Bills

A motion was made to approve the payment of the bills.

C. Leinbach, J. Bailey

Motion passed, no comment

Correspondence – on file

Cooperating Agency Reports

Committee Reports

Admin Tech – Glenn Seidel

A Vacation Payout, Personal Time & Bonuses Policy

A motion was made to approve the Vacation Payout, Personal Time & Bonuses Policy

C. Leinbach, J. Bailey

Motion passed, no comment

B Field Clothing Policy

A motion was made to approve the Field Clothing Policy

J. Rosenbaum, C. Leinbach

Motion passed, no comment



Monthly Board Meeting Minutes

C Education Trailer Presentation – use of \$149,000 Gift to District

A motion was made that the Board would support the concept of a new education SWAG Program with the understanding staff will come back with budget with staff and funding costs for the next 5 years.

Take financial findings to RMC for the displays to continue moving forward with the purchase of displays.

C. Leinbach, J. Bailey

Motion passed, no comment

E Brian Boyer Recognition

A motion was made to name the \$10,000 scholarship in Brian Boyer's name and give him the opportunity to select recipient and present scholarship in August.

C. Leinbach, J. Rosenbaum

Motion passed, no comment

RMC – Jason Bailey

A Credit Card Transactions and Electronic Transfers

- Committee recommends moving forward, approval is needed

B Moving to the Office 365 Platform

Workshop Conference Call – Piper Sherburne

A motion was made to approve the minutes of the meeting.

C. Leinbach, L. Gelsinger

Motion passed, no comment

D&GR – Piper Sherburne

Legislative Committee – Larry Kehl

Old Business

A Countywide Action Plan

- Update – Implementation funding assistance

New Business

A PACD Update

B Upcoming Events, Conferences, Trainings

- PACD Conservation Committee Video Conference
01/05/2022; 10 am – 11 am
- PACD District Employees Committee Video Conference
01/07/2022; 10 am – 11 am
- PACD Education and Outreach Committee Video Conference
01/11/2022; 10 am – 11am
- PACD Legislative Committee Video Conference
01/14/2022; 10 am – 11am
- PACD Ways and Means Committee Video Conference
01/18/2022; 10 am – 11am
- PACD Operations Committee Video Conference
01/21/2022; 10 am – 11am
- PACD Executive Council Video Conference
01/27/2022; 10 am – 12pm
- 2022 Hybrid Leadership Development Staff Conference
02/16/2022 – 02/17/2022
- Virtual Conservation District and PA Agency Ag Meeting
02/23/2022 – 02/24/2022

C Signatures Needed

- **Form 1619 – Confidentiality Agreement**
A motion was mad to approve signing.
C. Leinbach, J. Rosenbaum, Motion passed, no comment
- **C Bay CAP Implementation Grant**
A motion was made to approve signing.
J. Bailey, L. Gelsinger, Motion passed, no comment



Monthly Board Meeting Minutes

D EWP Projects / NRCS

A motion was made to authorize writing a letter that states we are willing to sponsor the 3 projects.
C. Leinbach, J. Rosenbaum, Motion passed, no comment

E January Board Meeting

The Auditorium and the Conference Room are both reserved, we will need to determine where to host our meeting.

Nutrient Management Plans (New)

Name	Municipality	Animal Type & Numbers	Acres	Plan Type	AEU	AEU/ Acre	Reviewer
Benjamin Nolt	Bethel	1,000 Swine	11.2	CAO	165	165	Overstreet
Motion was made to approve the Nutrient Management Plan of Benjamin Nolt. J. Rosenbaum, L. Gelsinger Motion passed, no comment							

Nutrient Management Plan Amendments

Name	Municipality	Animal Type & Numbers	Acres	Plan Type	AEU	AEU/ Acre	Reviewer
Brian Martin	Marion	94 Dairy Cows, Replacement Heifers, 800 Hogs	121	CAOCAFO	332.48	2.84	Bol
A motion was made to approve the Nutrient Management Plan Amendment of Brian Martin. C. Leinbach, J. Bitler Motion passed, no comment							

The delegated conservation district shall approve, modify or disapprove any NMP within 90 days of receipt of the complete plan.

- *The district's action on the plan requires a formal action of the board.*
- *If a NMP operation plan is disapproved, the NMP operation submitting the plan for the first time shall have 90 days after receipt of a written notice explaining specific reasons for the disapproval to resubmit a revised plan.*

Mushroom Farm Environmental Plans

Name	Municipality	Type of Operation	# of Houses	Planner
Donna Bella LLC	Muhlenberg	Mushroom Production	77	Seidel
Farm 1	Maiden Creek	Substrate & Mushroom Production	112	Seidel
Ontelaunee Farms	Muhlenberg	Substrate Production	0	Seidel
A motion was made to acknowledge the Mushroom Farm Environmental Plans of Donna Bella LLC, Farm 1, Ontelaunee Farms. C. Leinbach, J. Bitler Motion passed, no comment				

The Berks County Conservation District acknowledges the above Mushroom Farm Environmental plan(s).

Conservation Plans

Name	Municipality	Acres	Tract#	Planner
Dean Adams	Windsor	65	9665	Bol
A motion was made to concur with the Conservation Plan of Dean Adams. C. Leinbach, J. Bitler Motion passed, no comment				

"The Berks County Conservation District concurs with these plans, based on NRCS certification that the plans meet the standards and specifications of the Pennsylvania Field Office Technical Guide for NRCS-" OR AS APPROPRIATE".



Monthly Board Meeting Minutes

Reports

Comments

Recess into Executive Session

Action Item

A motion was made to recess into an Executive Session.
C. Leinbach, J. Rosenbaum
Motion passed, no comment
Recessed into Executive Session at 2:53
The Chair gave permission for David Beane to attend.

Return from Executive Session

Returned from Executive Session at 3:23

A motion was made to purchase the SWAG bus using donation funds from the Estate of Michael Sisk.
J. Rosenbaum, C. Leinbach
Motion passed, no comment

A motion was made to give authorization to Piper and Dean that if the response to the lease from the County is acceptable without any major changes that they can coordinate with the County.
J. Bailey, L. Gelsinger
Motion passed, no comment

A motion was made to approve the percentage of increase of base salary and bonus in accordance with the recommendation of the sub committee for the District Executive.
J. Rosenbaum, C. Leinbach
Motion passed, no comment

Adjournment

A motion was made to adjourn the meeting.
J. Rosenbaum, C. Leinbach
Motion passed, no comment

Meeting adjourned at 3:27 p.m.

Respectfully submitted, Secretary to the Board of Directors

Tammy S. Bartsch

Secretary to the Board of Directors