

## MINUTES OF THE OCTOBER 23, 2025, A.C.C.D. BOARD MEETING

The monthly meeting of the Adams County Conservation District (District) Board of Directors (Board or BOD) was held on October 23, 2025, at the Adams County Agricultural and Natural Resources Center, 670 Old Harrisburg Road, Gettysburg, PA 17325 with a call-in option. Chair, Carl Keller, Jr. called the meeting to order at 7:29 PM. A quorum was met. The following were present in person or by phone (\* if present via phone):

Carl Keller Jr., Chair/Farm Director	Ed Wilkinson, Vice-chair/Farm Director
Adam McClain, District Manager	Dave Benner, Farm Director
Commissioner Jim Martin, Commissioner Director	Rick Crouse, Public Director
Susan Landauer, Admin Spec/Board Secretary	Christopher Santore, DEP

Adam McClain went over the additional measures the District is taking to maintain transparency: advertised in the Gettysburg Times that Board meetings may be held as virtual meetings, Board meeting agenda was posted in the District Office and on the County website, Board meeting call-in information was posted on the County website and the Ag Center entrance. To join this meeting by phone or for other means to provide public comment, the request must have been received by noon today. Request to join by phone: Michelle Kirk (but was not able to call in)

**Welcome and Roll Call:** Chair, Carl Keller, Jr. welcomed all and a roll call was done by Adam McClain.

**Public Comments:** There were no comments from the public.

**Additional Agenda Items and Flexibility of the Agenda Order:** *Ed Wilkinson moved to approve having flexibility of the agenda order and the addition of 13.1 Approval of Johnson Control Quote. Dave Benner seconded the motion. Motion carried.*

**Approval of Minutes:** *Commissioner Jim Martin moved to approve the minutes of the September 25, 2025, BOD meeting. Ed Wilkinson seconded the motion. Motion carried.*

**Treasurer's Report:** *Dave Benner reviewed the Treasurer's report for September 2025, found everything to be in order, and recommended that it be filed for audit.*

### **Cooperating Agency Reports:**

**Department of Environmental Protection (DEP)** – Christopher Santore, Conservation District Field Representative, highlighted the October 2025 DEP Conservation District Field Rep Talking Points.

### **Committee Reports:**

**Ag Center** – Ed Wilkinson shared that Hull's Electric replaced the recessed lights and converted the lobby lights to LED.

**Safety Committee** – Adam McClain shared that the Safety Committee meeting was held this morning, future safety projects were prioritized, we are currently eligible for a \$3,874 PCoRP grant, and Andrew Smith (Risk Management Representative from PCoRP) gave information on trainings they could offer. The committee will obtain quotes for the potential safety projects.

**E&S Fee Schedule Revision:** Adam McClain reviewed the E&S Fee Schedule Revisions and recommended approval. *Ed Wilkinson moved to approve the E&S Fee Schedule Revisions. Dave Benner seconded the motion. Motion carried.*

**Maintenance Contract:** Adam McClain reviewed Jeff Hydock's maintenance contract and shared Jeff's requested changes. *Rick Crouse moved to approve a 3-month extension of Jeff Hydock's current contract and a review of the new annual contract to be done by Harry Eastman. Ed Wilkinson seconded the motion. Motion carried.*

**Gettysburg Fire Department Donation:** *Ed Wilkinson moved to approve a \$500 donation to the Gettysburg Fire Department and to ask if they could provide a fire extinguisher training for employees for an additional donation. Rick Crouse seconded the motion. Motion carried.*

**National Association of Conservation District Dues:** *Ed Wilkinson moved to approve the NACD annual dues in the amount of \$150 with \$75 to be paid from District program fees. Commissioner Jim Martin seconded the motion. Motion carried.*

**Snow Removal:** Adam McClain reviewed the snow removal contract and recommended approval. *Rick Crouse moved to approve the snow removal contract with Hartzell Home & Garden Services, LLC. Ed Wilkinson seconded the motion. Motion carried.*

**Johnson Control:** Adam McClain reviewed the Johnson Control quote and recommended approval. *Ed Wilkinson moved to approve the Johnson Control quote of \$5,795.63 for repairs to the sprinkler system. Dave Benner seconded the motion. Motion carried.*

**Program/Staff Reports:**

Susan Landauer shared that the tree distribution is complete and about 5,000 trees were distributed.

Adam McClain shared that the state and federal budgets had not passed, NRCS was still on furlough, and Ben and Brian are working to continue EQIP and ACAP/EQIP projects that were already started. He recently participated in a hike with Lori Shapiro, the First Lady of PA, Doug Wolfgang, Executive Director of PA State Conservation Commission, Russell Redding, PA Agriculture Secretary, and others and discussed funding and permitting. Last quarter, \$1.1 million of funding was spent on ACAP projects.

**Director Comments:**

Commissioner Jim Martin reminded everyone that November 4 is Election Day and that Adams County will be using electronic poll pads for the first time.

**Adjournment:** Carl Keller, Jr. adjourned the meeting at 8:34 PM.

Respectfully submitted,



Susan Landauer, Administrative Specialist/Board Secretary  
Adams County Conservation District