



BERKS COUNTY *agricultural land* PRESERVATION BOARD

Berks County Agricultural Center
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Ex Officio:

Robert C. Ziegenfus, Ph.D.

Solicitor:

Mark R. Sprow, Esq.

February 22, 2023 Meeting Minutes

The Berks County Agricultural Land Preservation Board (Board) held a regular monthly meeting on Wednesday, February 22, 2023, at 7:00 PM at the Berks County Agricultural Center and via virtual platform “**Microsoft Teams.**” David Phillips, called the meeting to order at 7:00 PM. Board members present; David Phillips, Steven Mohn, and Kimberly McGrath. The absence of a quorum was noted. Staff present; Emily Wangolo, Executive Director; Kimberly Fies, Deputy Director; and Amanda Burkard-Sell, Agriculture Program Manager, Mary Shah, Agriculture Program Coordinator. Guests present; Kevin Snyder.

I. PUBLIC COMMENTS ON AGENDA ITEMS – None.

II. APPROVAL OF MINUTES

Motion: As there was not a quorum present, voting on approval of the minutes of the January 25, 2023, meeting minutes was tabled until the March 29, 2023, meeting.

III. STATUS OF RECOMMENDATION UPDATES

- A. Burkard-Sell highlighted several items on the Status of Recommendations: Dockets #0336 and #1907 are on the State Board Agenda in February; Dockets #2011 and #1337 are scheduled for settlement early March. Dockets #1238, #1706, and #2201 are planned for submission at the April State Board meeting.
- A. Burkard-Sell reported that the landowners of Docket #0818 have accepted the offer after receiving the necessary paperwork from their bank; the farm was now in the process of survey and title work.
- Burkard-Sell noted Dockets #0907, #0908, and #0909 offers are still pending as the family works on estate issues.

IV. OLD BUSINESS

- E. Wangolo reported there was an incorrect amount posted in the Commissioner’s Agenda for 2023 funding; the correct amount of funds certified to the State was \$1,064,691.00. \$1,000,000 is County funding, \$64,491.00 is interest collected in Clean and Green roll back tax penalties, and \$200 is a donation.
- E. Wangolo reported the Soil Health Education Grant reimbursement payment of \$865.34 has been received. The total program expenditure amount was \$1,153.79; the grant was a 75/25 match. This completes the financial reporting of the grant.

V. NEW BUSINESS

A. Conveyance Report

- A. Burkard-Sell reported on the transfers of ownership:
 - Section A: Transferred in Compliance – Settlement #587.0, #738.0, #40.1, and #236.0. Burkard-Sell noted for #236.0, the Transfer date of 06/30/2022 is correct; the transfer was previously missed and is being reported now.
 - Section B: Transferred with Concerns Noted – Settlement #615.0 is in the process of the attorney filing the correct document. The owner of lives out-of-state which is making the process lengthier. Burkard noted the ½ interest indicates the owner transferred a percentage of the ownership, not the full ownership.
 - Section C: Outstanding Violations - None to report.
 - Section D: Transfers Resolved – None to report.

B. Settlement #271.0 Snyder, K. – Residential Subdivision

- K. Fies reported at the December 2022 meeting, the Board approved to grant conditional concept approval for two-acre residential subdivision for Settlement #271.0, with the caveat that the request includes either the existing driveway or a new access that goes to the road. Per the Board's the request, the Snyder family presented drawings which includes the current driveway access and drawings which includes an alternative driveway location if there would be a future conflict where the existing driveway could not be used to access the home. In the absence of a Board quorum, the Snyder family was directed to submit the plan with the alternative driveway location for approval from the municipality. The plan would then be resubmitted for Board action in March.

VI. DEPARTMENTAL REPORT

- K. Fies presented the following requests for Ag Structure:
 - Settlement #16.0 (Shelmire, L.); a request has been received to replace an existing dilapidated 40' x 40' Ag structure with a new 40' x 40' for storage. The Ag structure meets the permitted acts of the deed of easement.
 - Settlement #47.0 (Hoover, H.); a request has been received to grade a 40' x 120' area next to the existing silo bunks to place forage bags. Grading for forage bags meets the permitted acts under the deed of easement.
 - Settlement #47.0 (Hoover, H.); a request has been received to install a 120' concrete manure storage tank.

Although Best Management Practices do not require Board acknowledgement, he wanted to be sure we were aware of the two projects and submitted the request. We will send a letter of acknowledgement and remind him that all concrete liquid manure storage tanks require a signed design by an engineer according to State regulations.

- E. Wangolo introduced Mary Shah, the new Program Coordinator, a position previously held by Amanda Burkard-Sell. The Office Support position has been filled by Jennifer Smilko. Offers to fill the two ACE Technician positions will be sent tomorrow.

VII. CITIZEN COMMENT / BUSINESS FROM THE FLOOR – None.

VIII. EXECUTIVE SESSION – None.

Respectfully submitted,

Jennifer Leigh Smilko
Office Support

DRAFT