



# LANCASTER COUNTY CONSERVATION DISTRICT MONTHLY BOARD MEETING AGENDA

Wednesday, February 1, 2023  
Lancaster Farm & Home Center  
Zoom Info: <https://zoom.us/j/91731607863>  
Business Meeting 1:00 PM

Timer

1:00 Invocation – Bob Shearer  
Call to Order, Chairman, Dan Heller  
Welcome & Introductions – Dan Heller  
Additions to the Agenda – Christopher Thompson  
Public Comment: Survey media/guests: Agenda items of interest – Dan Heller

1:10	I. <u>*Reorganization of the Board</u> <ol style="list-style-type: none"> <li>1. 2023 Appointments to the BOD (attachment)..... 1</li> <li>2. Election of Officers (attachment)..... 1</li> <li>3. Associate Director Appointments (attachment) ..... 1</li> <li>4. Check Signers for LCCD Accounts ..... 2</li> <li>5. Election of PACD Voting Delegates (attachment)..... 2</li> </ol>	<u>Page #</u>
1:30	II. <u>Agency Reports</u> <ol style="list-style-type: none"> <li>1. USDA, NRCS (attachment) ..... 4</li> <li>2. PA DEP Field Rep Report (day of packet) ..... -</li> </ol>	
1:40	III. <u>*Consent Agenda</u> <ol style="list-style-type: none"> <li>1. Meeting Minutes (attachment) ..... 6</li> <li>2. Technical Assistance Requests/Cancellations (attachment)..... 11</li> <li>3. Nutrient Management Plan Approval (attachment) ..... 11</li> <li>4. Conservation Plans Acknowledgement (attachment)..... 12</li> <li>5. List of LCCD Memberships – Thompson (attachment)..... 12</li> </ol>	
1:50	IV. <u>*Additional Business</u> <ol style="list-style-type: none"> <li>1. Items Removed from Consent Agenda ..... -</li> <li>*2. Treasurer’s Report – Hertz (day of packet)..... -</li> <li>*3. Personnel Committee – Request to Hire - Wasco/Thompson (attachment)..... 13</li> <li>*4. CAP Funding – Project List – Bitting/Lutz (attachment) ..... 13</li> <li>5. ACAP Update – Bitting (attachment) ..... 14</li> <li>*6. 2023 Water Week Sponsorship – Kofroth (attachment) ..... 14</li> </ol>	
2:20	V. <u>Reports &amp; Information</u> <ol style="list-style-type: none"> <li>1. Correspondence, News, and Updates – Thompson ..... -</li> <li>2. E&amp;S/NPDES Monthly Projects Report – Stern (day of packet) ..... -</li> <li>*3. PACD/SCC Winter Meeting Report – Wasco/Thompson (attachment) ..... 14</li> <li>4. Ethics Forms – Thompson (attachment) ..... 15</li> </ol>	
2:40	VI. <u>Additional Public Comment</u>	
2:45	VII. <u>Adjourn</u>	

**(Directors, please call the District office if you will not be attending)**

Dates to Remember:

2/14, S.C.C. Meeting by Zoom	2/20, President’s Day - LCCD Office Open
2/8-12, PACD Staff Conference by Zoom	4/3 & 4/6 All Bay Meeting - Virtual

NEXT MEETING DATE: Wednesday, March 1, 2023 @ 7:30 p.m.  
At the Lancaster County Farm & Home Center and by Zoom

**\*Action Required**

## **Reorganization of the Board**

### **Item I.1**

#### **2023 Appoints to the Board of Directors**

#### **Affirming the oath of office of a District Director (4-year term)**

Being appointed to the office of Director of the Conservation District Board is a confirmation that the community considers you a worthy leader and advocate for the good stewardship of our County's natural resources. This honor is not without its duties and obligations. By taking the oath of office, Directors agree to serve the people of Lancaster County in developing programs to effectively manage our natural resources and to uphold and support the work of the Lancaster County Conservation District.

- Roger Rohrer has been approved by the County Commissioners to be reappointed as a Farmer Director. Roger's term will expire on December 31, 2027.
- Kent Weaver has been reappointed as a Public Director whose term will also expire on December 31, 2027.
- Commissioner John Trescot has been appointed as the Commissioner Representative, which is renewed annually, and his term will expire on December 31, 2023.

#### **\*Action Required**

### **Item I.2**

#### **Election of Officers**

The slate of officer candidates listed below is put forward for BOD consideration and approval, but nominations may be made from the floor. Anyone wishing to do so should contact Holly Shaub before the business meeting on February 1, 2023, so their name can be added to the slate.

- Chairman – Dan Heller
- Vice Chairman – Sonia Wasco
- BOD Secretary/ Treasurer – Kent Weaver
- Staff Secretary – Suzanne Kopp

#### **\*Action Required**

### **Item I.3**

#### **Appointing the Board of Associate Directors (2-year term)**

Associate Directors enjoy the same honor of appointment because of their recognized leadership in the community. They may participate actively in Board and Committee Meetings as well as all other District functions and activities. The one right of office withheld from the Associate Director is that they may not present motions or vote at Board meetings. LCCD currently has 4 open seats in our 2023-24 class of Associate Directors. The Nominating Committee has received 3 nominations. Others can be presented at the February meeting:

- Lisa Graybeal (Reappointment) – Dairy Farmer, Peach Bottom, PA
- Justin Welk, (Reappointment) – Farmer, Strasburg, PA

- Jennifer Engle, (Resume attached) – Marketing & Public Relations Executive, Millersville, PA

**\*Action Required**

**Item I.4**

**Updating Check Signers for Conservation District Accounts**

The established policy requires that each invoice is reviewed for payment and signed by two authorized District representatives. To ensure the timely processing of payments the District strives to maintain a list of 4 authorized check signers. For 2023, the Budget and Finance Committee requests that Citizen Bank remove Dan Heller as an authorized signer from all of the District's accounts and approve adding Roger Rohrer in his place.

If approved, the list of authorized check signers for all District accounts shown below will remain in effect until updated by Board action.

- Kent Weaver, Treasurer
- Roger Rohrer, Director
- Christopher Thompson, District Manager
- Matthew Kofroth, Acting-Assistant Manager

**\*Action Required**

**Item I.5**

**Appointing PACD Voting Delegates**

Each Conservation District in good standing shall designate a Voting Delegate and up to three Alternate Voting Delegates for the purposes of voting at Region Meetings and Executive Council meetings. This selection shall be made at a regular or special meeting of the Conservation District Board after the Conservation District Board has been appointed for the ensuing year. The Voting Delegate and Alternate Voting Delegates may be a District Director, Associate Director, or District Staff person.

We are still looking for 1 or 2 Alternate Voting Delegates, but Sonia Wasco has again agreed to serve as the Lancaster voting representative and if approved by the BOD at the February meeting she will be joined by Chris Thompson who will act as one of the Alternate Voting Delegates.

**\*Action Required**

**JENNIFER K. ENGLE, CCP, MPA**

1845 Brubaker Run Road Lancaster, PA 17603 717.203.6685 jkengle295@gmail.com

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Marketing, Public Relations & Communications ~ Strategic Planning & Positioning  
Training ~ Leadership Development ~ Content Management & Audience Engagement  
Team Building ~ CSR ~ Public Affairs & Government Relations  
Budget Development & Administration ~ Customer Service ~ Relationship & Consensus Building

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**EXECUTIVE PROFILE**

An experienced, detail-oriented marketing/communications/management professional in the for- and non-profit and government sectors with excellent business leadership and entrepreneurial skills who has helped build and grow organizations. Record of developing and implementing needs assessments and focused strategic plans and initiatives; developing, working with, training, and motivating teams to identify and achieve goals; targeting best methods to communicate with various stakeholders to build buy in, loyalty and raise funds - increasing revenues and membership, media and public awareness, and developing and enhancing relationships. Well organized, creative problem solver who enjoys challenges and successfully produces exciting, ethically sustainable futures.

**PROFESSIONAL EXPERIENCE**

- **Substitute Teacher, Tutor, Adult Instructor** – reactivated teaching certificate after previously leaving teaching; long term and daily sub at various Lancaster County schools; tutor students of all ages, primarily in French and Spanish; teach adults at Ware Center (MU) – 2018 - present
- **jke marketing & communications – Green Plus Certified Boutique Communications Firm** - Owner & Principal 1995 - 2020 - Selected Clients: PA Wine Association, Goodwill Industries, League of Women Voters of PA, Armstrong World Industries, Susquehanna Pfaltzgraff, Small Steps Day Care Schools; Lancaster General Hospital, PennDOT, Charter Home Builders, Community Bank, Humane League, numerous wineries & tourism attractions; freelance writer; speaker; trainer
- **Contributing author** – *The Unstoppable Woman’s Guide to Emotional Wellbeing (Self-Motivation)*, *The Unstoppable Entrepreneur (Building a Top-Notch Team)*, *PRNews CSR and Green Messaging & Employee Communications Handbooks*, *Women’s Advantage Calendar*
- **HuffPost Live Contributor** – 2012 - present
- **J. Morales & Associates** trainer – 2015 – present (primarily diversity and inclusion)
- **MVP Seminars** – speaker, business trainer - 2011 – 2020
- **WomenCentric** blogger – 2010 – 2020
- **Pennsylvania Wine Association** – Executive Director (on loan) – 2002-2006
- **Goodwill Industries of Southeastern PA** – Director of Marketing & ADA Coordinator
  - Prior Employment: Penn Laurel Girl Scout Council – Director of Public Relations
  - Lancaster County MH/MR, D & A – Director of Communications



Activity Report to LCCD Board of Directors January 2023

Lancaster Field Office Personnel:

Heather Grove, Supervisory District Conservationist	Ashley Rice, Soil Conservation Technician
Mark Myers, Soil Conservationist	VACANT, Soil Conservation Technician
Joel Alicea Hernandez, Soil Conservationist	VACANT, Civil Engineering Technician
Brett Ramer, Soil Conservationist	Lari Jo Walker, Program Assistant, RC&D
Mark Long, Soil Conservationist	Jeff Sholly, Engineer, PACD
Michael Albert, Soil Conservationist	Ashley Spotts, Restoration Specialist, CBF
Christine Griesemer, Soil Conservationist	Julia Smith, Biologist, PF (York & Lancaster)
Camila Martinez Sanchez, Soil Conservationist	Elli Liput, Biologist, PF (Dauphin, Lebanon & Lancaster)

Conservation Planning Activities\*:

FY22 Total (#)	FY22 Total (Ac)	FY23 Mo. Total (#)	FY23 Mo. Total (Ac)	FY23 Total (#)	FY23 Total (Ac)
33	3,809.92	-	-	5	285.9

\*SEE "ACKNOWLEDGMENT OF CONSERVATION PLANS" REPORT

Conservation Practice Installation Activities\*:

Practice Code & Name	FY22Total	FY23 Mo. Total	FY23Total
313 – Waste Storage Facility (no)	12	2	3
362 – Diversion (ft)	3,132	-	-
367 – Roofs & Covers (no)	8	1	2
382 – Fence (ft)	12,594	3,966	4,406
412 – Grassed Waterway (ac)	7.1	0.8	3.3
516 – Livestock Pipeline (ft)	2,559	596	596
561 – Heavy Use Area Protection (sq ft)	22,553	624	974
575 – Trails & Walkways (ft)	2,219	50	302
578 – Stream Crossings (no)	1	1	1
600 – Terraces (ft)	23,046	900	4,592
614 – Watering Facility	14	-	-
620 – Underground Outlet (ft)	10,837	633	1,745
634 – Waste Transfer System (no)	10	1	3
327 – CREP Conservation Cover (ac)	59.06	-	21.25
391 – CREP Riparian Forest Buffer (ac)	58.52	-	1.39
390 – CREP Riparian Herbaceous Buffer (ac)	0	-	-

\*REFLECTS COMMON PRACTICES INSTALLED THROUGH NRCS & FSA FINANCIAL ASSISTANCE PROGRAMS; DOES NOT REPRESENT ALL PRACTICES INSTALLED.

Financial Assistance Conservation Program Activities:

- Financial Assistance Contract Obligation:

Program	FY22 Total (#)	FY22Total (\$)	FY23Total (#)	FY23 Total (\$)
EQIP/AMA	22	\$1,926,714	-	-
CSP	3	\$298,017	-	-
RCPP	15	\$3,421,648	-	-

- Financial Assistance Payments:

Program	FY22 Total (\$)	FY23Mo. Total (\$)	FY23 Total (\$)
ALL PROGRAMS	\$2,247,795.72	\$230,721.53	\$428,198.40

- **Environmental Quality Incentive Program (EQIP)**
  - Proposed FY23 Allocation - \$2,507,000
  - Currently in the process of selecting Sign-up #1 applications for funding.
- **Regional Conservation Partnership Program (RCP)**
  - Sign-up Deadlines –3/1, 5/1
  - Currently in the process of completing assessments and rankings for Sign-up #1 applications. Funding selections will be made my mid-February.

**Conservation Easement Program Activities (ACEP):**

- Agricultural Land Easement (ALE) Acquisition Activities:

Program/Activity	FY22 Total (#)	FY22 Total (ac)	FY23 Total (#)	FY23 Total (ac)
ALE Easement Requests	-	-	-	-
ALE Easement Closings	3	149.28	-	-

- Easement Annual Monitoring Activities

Program/Activity	FY22 Total (#)	FY23 Total (#)
GRP Monitoring - Offsite	1	-
GRP Monitoring - Onsite	-	-
WRP/WRE Monitoring - Offsite	4	-
WRP/WRE Monitoring - Onsite	10	-
FRPP/ALE Monitoring - Onsite	8	-

**Conservation Reserve Enhancement Program Activities (CREP):**

- Approved Plans:

	FY22 Total (#)	FY22 Total (Ac)	FY23 Total (#)	FY23 Total (Ac)
New	16	62.92	-	-
Re-enrollments	28	177.98	-	-

**Administrative Activities:**

- Soil Conservationist – Camila Martinez Sanchez joined the team on 1/17
- Civil Engineering Technician – Position is currently in the tracker to be readvertised.
- Soil Conservation Technician – Selection made, waiting for HR to make tentative job offer.

**Outreach Activities:**

- 1/11 – PA Farm Show NRCS Display, Harrisburg (Albert)
- 1/12 – PA Farm Show NRCS Display, Harrisburg (Rice)
- 1/17 – Penn State Extension Lancaster County Crops & Conservation Day, Lancaster (Myers & Alicea Hernandez)

**Notable Meetings & Trainings:**

- 1/10 – PA NRCS Civil Rights Committee Meeting, Harrisburg (Alicea Hernandez)
- 1/19 – Winter Grazers Meeting, Chambersburg (Alicea Hernandez & Martinez Sanchez)
- 1/19 – RCCP LCWP Leadership Team Meeting (Grove)

Respectfully Submitted,



Heather L. Grove  
District Conservationist

## Item III.1

### **-LANCASTER COUNTY CONSERVATION DISTRICT BOARD MEETING MINUTES January 4, 2023**

The 848<sup>th</sup> regularly scheduled Board Meeting of the Lancaster County Conservation District (LCCD) was held in person at the Farm and Home Center for Directors and also via Zoom Call-In on January 4, 2023 at 7:30PM.

**The following Directors were present:** Daniel Heller, Chairman; Herb Kreider, Jay Snyder, Bob Shearer, Sonia Wasco, Kent Weaver, Dale Herr Jr. and Commissioner John Trescot.

**The following Associate Directors were present:** Justin Welk and Greg Strausser.

**The following District Staff were present:** Christopher Thompson, Kevin Lutz, Kent Bitting, Sallie Gregory, Emma Findeisen, Allyson Gibson, Ben Seldomridge, Eric Hout, Ryan Riebling, Stacey Hertz, John Cox, Amanda Goldsmith, Adam Stern and Suzanne Kopp.

**The following Cooperating Agency representatives were present:** Heather Grove, Natural Resources Conservation Service and Lauren Shaffer, DEP Field Representative,

Dan Heller called the meeting to order at 7:30 p.m. Dan welcomed everyone both in person and on Zoom. Adam Stern reminded everyone that the meeting was being recorded.

Kent Weaver provided the invocation for the meeting.

**Introductions:** Chris Thompson introduced Amanda Goldsmith, Ben Seldomridge, Heather Grove, Emma Fienstien, Ryan Riebling, Allyson Gibson and Jennifer Engle.

**Additions to the Agenda: no additions**

**An opportunity was given for public comment:** none offered.

#### **I. Agency Reports**

##### **1. USDA, NRCS**

Heather Grove reported that there are no additions to the submitted report in the board packet. A correction to a previous announcement is that they are not advertising a position that they previously posted, because they offered the job to someone within the NRCS system.

##### **2. PA DEP Field Rep Report**

Lauren Shaffer highlighted points on the submitted report in the Board packet – but reported no additions to the submitted report.

Chris Thompson stated for Directors that increasingly the new delegation agreements from DEP are requiring our staff to do more reporting and record keeping which keeps the staff out of the field and Chris asked Lauren to report back to DEP our concern so that they realize that our goal is to have the staff in the field more not in the office more.

#### **II. Consent Agenda**

Chairman Daniel Heller gave the opportunity for Directors to withdraw any of the items from the Consent Agenda in order to have additional discussion.

Jay Snyder moved to approve the Consent Agenda as presented. Bob Shearer seconded the motion. Motion passed unanimously.

The Consent Agenda includes the following approved items.

- #1 – Minutes of December 7, 2022 Board meeting.
- #2 – Technical Assistance Requests/Cancellations
- #3 – Nutrient Management Plan Approvals
- #4 – Conservation Plan Acknowledgement

**Requests for Nutrient Management Plan Approval (Lutz)  
December 2022 Activity  
January 4, 2023 Board Meeting**

To: The Lancaster County Conservation Board of Directors Nutrient Management Plan Review Committee: I respectfully submit these Nutrient Management Plans and/or Plan Amendments to the Nutrient Management Plan Review Committee.

The plans are for the following operations:

OWNER	TOWNSHIP	OPERATION	DESIGNATION	AEU's/ACRE	REVIEWER	PLAN#
Benjamin Blank	Providence	Dairy	CAO	2.42	Adams	2523
Dwilyn Beiler	Bart	Swine	CAO	24.66	Seldomridge	235
David K Stoltzfus	Leacock	Dairy	CAO	3.29	Heigel	145
Lynn Royer	Mount Joy	Dairy/Poultry	CAFO/CAO	3.71	Hartzok	171
Clair Hurst	Little Britain	Swine/Dairy	CAFO/CAO	5.86	Schoch	36

**III. Additional Business**

**1. Reorganization of the Board**

Chris Thompson stated this will be tabled until the February Board meeting.

**2. Items removed from Consent Agenda**

None removed.

**3. Personnel Committee Report – Summer Intern Request to Advertise**

Sallie Gregory and Matt Kofroth requested the opportunity to advertise for a Summer intern for 2023. The intern will be paid \$14.00/hour and be on staff from May to August 2023.

Sonya Wasco moved to approve advertising for the Summer Intern. Herb Kreider seconded the motion. Motion passed unanimously.

**4. Ag Resource Committee Report – Compliance Referral**

Kevin Lutz reported that there are two compliance referrals that the SCC is aware of and involved with:

1. Melissa Horn, an equine operation in Warwick Township. Staff have invested substantial time to work through compliance concerns since April 2021 with little movement towards compliance by the operator.
2. Samuel Stoltzfus with a dairy operation in Colerain Township was identified as a potential CAO. He was notified 3 times requesting either a planner submit a calculation demonstrating the farm is not CAO or an Act 38 NMP for review. He is working with a consultant now, but nothing has been submitted to the District.

The Ag Committee is recommending potential referral to the SCC for further action.

Herb Kreider moved to approve referring these two compliance referrals to the SCC for further action. Bob Shearer seconded the motion. Motion passed unanimously.



**5. PennVest Funding Agreement – Amos Esh Project**

Chris Thompson reported that since the Lebanon Conservation District declined to sponsor the project, the Lancaster Conservation District has been authorized by PennVest (PV) to act as the “fund recipient” for the Amos and Mary Esh project in Jackson Township, Lebanon County. PV has approved a principal forgiveness loan of \$606,823 to fund construction and facilities improvements to improve water quality. Board approval is needed to approve the transaction and to authorize Dan Heller and Kent Weaver to sign the funding agreement.

Commissioner Trescot moved to approve the transaction and to authorize Dan Heller and Kent Weaver as signers for the funding agreement. Dale Herr seconded the motion. Motion passed unanimously.

**6. E&S Committee – 12/15/22 Meeting Report**

Adam Stern reported that the E&S Committee met on 12/15/22 and discussed the L-S Early Childhood Center project which is an active construction site in West Lampeter Township and is found to be in violations which include proceeding with site construction prior to installation of a sediment basin that resulted in a sediment pollution event to Big Spring Run. The E&S Committee stated their approval of staff taking the next steps to pursue a potential enforcement action and is presenting their approval before the Board of Directors for concurrence.

Jay Snyder moved to approve E&S staff taking the next steps to pursue a potential enforcement action on the L-S Early Childhood Center. Kent Weaver seconded the motion. Motion passed unanimously.

**7. Exelon Project Approval**

Amanda Goldsmith reported that the District received five applications for grant funding through the Ag and Watershed programs. All five projects below are being presented for Board approval pending DEP approval.

LAND OWNER	TECHNICIAN	2023 INCENTIVE PAYMENT	ADMIN COST	TOTAL GRANT REQUESTED
Reuben Fisher	Greg Heigel	\$5,273.60	\$263.68	\$5,537.28
Kim Rubincam	Tyler Keefer	\$56,580.00	\$2,829.00	\$59,409.00
Ernie Saniga	Amanda Goldsmith	\$60,200.00	\$3,000.00	\$63,200.00
Brittany Commons HOA	Matt Kofroth	\$71,250.00	\$3,750.00	\$75,000.00
Melvin Landis	Matt Kofroth	\$71,250.00	\$3750.00	\$75,000.00
<b>TOTALS</b>				<b>\$278,146.28</b>

Jay Snyder moved to approve the five projects using Exelon funds totaling \$278,146.28 contingent upon DEP approval. Sonia Wasco seconded the motion. Motion passed unanimously.

**8. CB Phase II Project Approval**

Kent Bitting and Kevin Lutz reported that the Chesapeake Bay Ag Inspection Program Phase II Grant (CBAIP) has four applications being presented below for Board approval.

LAND OWNER	MUNICIPALITY	TOTAL PROJECT COST	TOTAL GRANT REQUESTED
Levi King	East Lampeter Twp	\$255,341.00	\$197,506.00
Lester Stoltzfus	Leacock Twp	\$187,658.47	\$140,743.85
Leon Ressler	Fulton Twp	\$22,325.13	\$16,743.85
John Wanner	Salisbury Twp	\$170,742.98	\$62,681.30
<b>TOTALS</b>			<b>\$417,675.00</b>

Bob Shearer moved to approve Phase II funding for multiple applications in the amount of \$417,675.00. Commissioner Trescot seconded the motion. Motion passed unanimously.

### **9. Ag Conservation Assistance Program (ACAP)- Delegation Agreement**

Kent Bitting reported that the LCCD has been invited to participate in the ACAP and enter into a delegation agreement with the State Conservation Commission for the implementation of the program. The delegation agreement will provide \$5 million to Lancaster for three years to implement BMP's. A final copy of the delegation Agreement passed through legal review but final questions (ie Bidding requirements, Buffer/Extension area requirements) need to be answered and approved by the S.C.C. at their January 24, 2023 meeting before staff will recommend approval.

Herb Kreider moved to approve accepting the Delegation pending favorable answers to staff questions. Dale Herr seconded the motion. Motion passed unanimously.

Kent Bitting also reported that the current cost share percentage was 75% with the additional funding from ACAP. In order to get the money allocated and spent by December 2026 he requested the cost share be set at 90%.

Commissioner Trescot moved to approve the cost share percentage increase. Sonia Wasco seconded the motion. Motion passed unanimously.

### **10. Banquet Committee Report:**

Chris Thompsons reviewed the details from the last Banquet Committee meeting, including the list of award recipients. The cost of the tickets to attend are \$25.00.

Sonia Wasco moved to approve all the banquet details as stated in the Board report. Bob Shearer seconded the motion. Motion passed unanimously.

## **IV. Reports/Information**

### **1. Correspondence, News and Updates:**

Thank you notes and Christmas cards from staff were circulated to thank the Board of Directors for the \$50 gift card to Amazon for a Christmas gift to staff members.

Sonia Wasco reported that one of the scholarship recipients Andrew Rajam wrote to say thank you for the support and say he finished his third semester with a 4.0 from Penn State.

### **2. Conservation Foundation Report – CWP/LCCD Update:**

Allyson Gibson, Chris Thompson and John Cox reviewed steps that have been taken to create a Limited Liability Company (LLC) for the Clean Water Partners. Meeting and discussions between the staff and leadership of the Conservation Foundation and the Clean Water Partners (CWP) have been occurring over the last 18 months. Chris reviewed the history of how CWP got started and Allyson reviewed the purpose and recent activities of CWP. CWP, the District and the Foundation share a common goal to have clean water by the year 2040. This LLC will spell out the clear rolls of what the District will be responsible and what the CWP will be responsible going forward.

Sonya Wasco questioned if there was a stop-gap in place to stop competition and the Districts best interest. John Cox responded to this and said that there have been numerous conversations about that and that discussions will continue. He stated that there is a clause in the paper work that the District can do away with the LLC if they see it is not beneficial.

Jay Snyder stated that the Foundation Board has been supportive of CWP developing the LLC to gain greater efficiency and autonomy to continue to pursue our common goal of cleaning up Lancaster local waters. With this LLC in place it will allow the CWP to move forward at a fast rate to get things accomplished to clean up the waters.

Another key point of discussion was the service agreement that governs daily information for staff interaction between each organization. It is expected that this will be voted on at the February board meeting.

**3. E&S/NPDES Monthly Projects Report:**

Adam Stern reported that there were no additions to the reports that were submitted in the Board packet. Adam did review that a \$30,000 PPL pole replacement project was received in December.

**4. PACD/SCC Winter Meeting Registration:**

Chris Thompson highlighted the announcement of the virtual PACD meeting dates. Registration is required to attend and is open to all directors, staff, partner agency staff and invited guests.

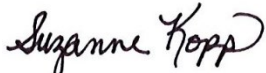
**V. Additional Public Comment:**

It was questioned why there was no financial report for the January Board meeting. Chris Thompson responded and said that as in years past, there will be two financial reports given at the February Board meeting because end of the year financial work is still being completed.

**Meeting Adjourned**

Chairman Heller adjourned the meeting at 9:30pm.

Respectfully submitted,



Suzanne Kopp  
Recording Secretary for the Board of Directors

**Item III.2**

**Requests for Technical Assistance**

<b>APPLICANT</b>	<b>TITLE</b>	<b>TOWNSHIP</b>	<b>SIZE</b>	<b>ASSISTANCE</b>
None				

**Item III.3**

**Requests for Nutrient Management Plan Approval (Lutz)**

**January 2023 Activity**

**February 1, 2023 Board Meeting**

To: The Lancaster County Conservation Board of Directors Nutrient Management Plan Review Committee:  
I respectfully submit these Nutrient Management Plans and/or Plan Amendments to the Nutrient Management Plan Review Committee.

I recommend these plans to be approved by the Board. The plans are for the following operations:

<b>OWNER</b>	<b>TOWNSHIP</b>	<b>Operation</b>	<b>DESIGNATION</b>	<b>AEU's/ ACRE</b>	<b>REVIEWER</b>	<b>PLAN #</b>
Karl G. Martin	Brecknock	Broiler	CAO	43.45	Heigel	326
Ben Stoltzfus Jr.	Caernarvon	Dairy	CAO	2.82	Seldomridge	1579

**NMP Update Report to Lancaster County Conservation District Board of Directors**

**January 2023 Activity**

**February 1, 2023 Board Meeting**

<b>NMP Name</b>	<b>Municipality</b>	<b>Plan Update Submission Date</b>	<b>Original NMP Approval Date</b>	<b>Planner<sup>1</sup></b>	<b>Species<sup>2</sup></b>	<b>AEUs</b>	<b>Regulated Operation Type<sup>3</sup></b>	<b>Date Plan Acknowledge ment Letter Sent</b>	<b>Reason for Update</b>
Clair Hurst	Little Britain	1/6/2023	1/4/2023	Amber Funk	Swine/ Dairy	599.85	CAO CAFO	1/11/2023	Simple Update
Esbensshade, Inc.	Mount Joy, Rapho	1/24/2023	9/7/2022	Jedd Moncavage	Layers	8870.50	CAO CAFO	1/24/2023	Simple Update
Yippee Farms	Rapho, Mount Joy	1/24/2023	11/3/2021	Amber Funk	Dairy	1465.8	CAO CAFO	1/24/2023	Simple Update

**Item III.4**

**Acknowledgment of Conservation Plans (Lutz)**  
**The Lancaster NRCS Field Office recommends the following plans for the**  
**February 1, 2023 Board Meeting:**  
**NATURAL RESOURCES CONSERVATION SERVICE**

<b>Conservation Plans</b>	<b>Number of Plans</b>	<b>Planner</b>	<b>Township</b>
None			

**LCCD AG EROSION & SEDIMENTATION PLANS**

<b>Conservation Plans</b>	<b>Number of Plans</b>	<b>Planner</b>	<b>Township</b>
Amos J. Beiler	1	Reuter	Paradise

**Item III.5**  
**LCCD 2023 Memberships**

Below is a list of organizations proposed for membership for this year with their corresponding dues. An affirmative vote approves LCCD participation and payment of the fees.

- National Association of Conservation Districts (NACD) - \$1,776
- Pennsylvania Association of Conservation Districts (PACD) - \$2,765
- Lancaster Chamber of Commerce- \$550
- PennAg Industries - \$165
- Capital RC&D Area Council (RC&D) - \$300
- Building Industry Association (BIA) \$725

**\*Action Required**

### Item IV.3

#### The Personnel Committee Report Request to Hire

Last month the interview committee worked with HR and the Personnel Committee to review several applications for the open Resource Conservationist position on the E&S Team. After interviewing several candidates, the interviewing team selected Rachel DiRosato. Rachel is a graduate of West Chester University and holds a B.S. in Geoscience with a minor in Applied Ethics. Her past work experience includes managing cut flower operations at a farm in Pottstown, PA, and working in an environmental solutions lab here in Lancaster. She is currently finishing an internship with Pasa Sustainable Agriculture and has been involved in their Soil Health Benchmark Study (the largest and most diverse program of its kind in the country.) Rachel's full resume will be circulated at the meeting. Rachel has been approached with a tentative offer pending BOD approval and her anticipated start date would be Monday, February 6, 2023.

**\*Action required**

### Item IV.4 Countywide Action Implementation Grant Approval

The Countywide Action Implementation Grant (CAP) currently has one application submitted through the CAP Coordinator by a private consultant that has been reviewed by district staff and is ready for board action. The following table outlines the project and the amount requested.

<b>Landowner</b>	<b>Municipality</b>	<b>BMPs</b>	<b>Total Grant Requested</b>
John K. Kauffman	Colerain Twp.	Manure storage, diversion, grassed waterway, access road, trails & walkways, underground outlet, structure for water control, fence	\$137,587.30
<b>Totals</b>			<b>\$137,587.30</b>

CAP Funds Requested: \$137,587.30

The Ag Program Manager and CAP Coordinator recommend positive action for approving \$137,587.30 worth of CAP funding for this application.

**\*Action Required**

## Item IV.5

### **Agriculture Conservation Assistance Program (ACAP) Update**

On January 24<sup>th</sup>, the SCC approved a buffer/setback policy. The new policy states that when a buffer is required by the applicant's Ag E&S plan, conservation plan, nutrient management plan or manure management plan, any ACAP applicant receiving funding for an animal waste storage BMP or heavy use protection area (barnyard) BMP, must as a condition of their ACAP contract agree to install and maintain an average of 35' setback from streams and other waterbodies on the farm property where the BMP(s) is being installed to ensure that livestock do not have unrestricted access to these streams or waterbodies.

This new policy is acceptable to District staff as it only requires buffers/setbacks the existing plan requires them. Previous discussions were going to require new plans to be written if a waste storage or heavy-use area was included in the ACAP funded project. The buffer would have been required to be installed on all such projects.

We are still waiting on responses to our questions regarding the bidding requirements.

## Item IV.6

### **2023 Water Week sponsorship**

The Lancaster County Conservation District is once again looking to continue our sponsorship of the highly popular Water Week event put on by the Lancaster County Conservancy. This is a week-long celebration of the county's water resources and a host of events for the community and businesses to be a part of. Events like trivia nights, conservation tours, tree plantings, stream cleanup, watershed expos, movie screenings, and even a summer concert event. The Conservancy is once again asking us, the Conservation District, to be a sponsor of this week-long event like in previous years. Staff is looking for this year's sponsorship to mimic previous years which was a \$2,500 sponsorship with half of that being District staff time working Water Week events like tree plantings, Watershed expos, and stream cleanup events. The remaining \$1,250 cost of sponsorship would be shared between the District and Conservation Foundation. This approach has worked in years past and we are recommending this sponsorship level and breakdown again this year. Board approval would be needed for this sponsorship.

#### **\*Action Required**

## Item V.3

### **PACD Executive Council Report**

January 26, 2023 | 10:00 a.m. to Noon

PACD, our state association, held their annual Winter Meeting virtually on January 26<sup>th</sup> beginning at 10:00 a.m. LCCD Director and PACD Officer/Treasurer, Sonia Wasco represented LCCD at the Executive Council mtg. She and any others who attend will provide a verbal report on the meeting activities at our BOD meeting.

There was action taken by the Council to ask each Conservation District to contribute a maximum of \$500 towards the cost of hiring a consultant to undertake a salary comparison study in order to justify the continuation of increased funding for conservation districts in the state budget. This information was shared with the Board last August and you approved participating in the study. Today we are requesting action to contribute funding to the overall cost.

#### **\*Action Requested**

**PA State Ethics Forms**

The State Ethics Commission Statement of Financial Interest, for the calendar year 2022, is required to be completed by May 1, 2023. Forms will be made available at the BOD meeting as well as online at:

[https://www.ethics.pa.gov/Documents/Forms%20Library/Statements%20Of%20Financial%20Interest/SEC-1%20Statement%20Of%20Financial%20Interests%20Rev%201\\_19.pdf](https://www.ethics.pa.gov/Documents/Forms%20Library/Statements%20Of%20Financial%20Interest/SEC-1%20Statement%20Of%20Financial%20Interests%20Rev%201_19.pdf).

Please complete the form, print and return it to the district office prior to April 6, 2023, so the forms can be processed and filed by the May 1<sup>st</sup> due date.