



LANCASTER COUNTY CONSERVATION DISTRICT

MONTHLY BOARD MEETING AGENDA (Amended)

Wednesday December 1, 2021

Lancaster Farm & Home Center- Directors

Zoom Info: <https://zoom.us/j/91731607863>

Business Meeting 7:30 PM

Timer

- 7:30 Invocation –Ken Meck
- Call to Order, Chairman, Dan Heller
- Welcome & Introductions – Heller
- Additions to the Agenda – Noted in red below - Thompson
- Public Comment: Survey media / guests: Agenda items of interest? – Heller

- 7:40 I. Agency Reports Page #
 - 1. USDA, NRCS (attachment) 1
 - 2. PA DEP Field Rep Report (attachment)..... 4

- 7:45 II. *Consent Agenda
 - 1. Meeting Minutes (attachment) 9
 - 2. Technical Assistance Requests/Cancellations (attachment)..... 13
 - 3. Nutrient Management Plan Approval (attachment) 13
 - 4. Conservation Plans Acknowledgement (attachment)

- 7:55 III. Additional Business
 - 1. Items removed from Consent Agenda
 - 2. Treasurer’s Report – (Heistand) attachment 14
 - *3. Budget & Finance Committee
 - a. 2022 Budget Presentation - (Heistand) attachment.
 - b. Policy Update - Thompson
 - *4. Personnel Committee Report
 - a. Human Resource Contract Update (Thompson)
 - b. Summer Intern – Request to Advertise
 - *5. E&S Committee Report-Compliance Update-Snyder Attachment
 - a. **Cessation of the Chapter 105 Program**
 - *6 **Acceptance of the 2022-2023 CCWAPC/CAP Implementation Grant**

- 8:25 IV. Reports & Information
 - 1. Correspondence, News and Updates – Thompson..... 23
 - 3. E&S/NPDES Monthly Projects Report – Snyder (attachment) 23
 - 4. Extraordinary Give Update
 - 5. PACD/SCC Report and Winter Mtg Registration

8:55 V. Additional Public Comment

9:00 VI. Adjourn

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

Dates to Remember:

12/ , Exelon Project Ranking	1/18, Office Closed for Martin Luther King Holiday
12/23 & 24 Office Closed for Christmas Holiday	1/19/22 Planning Meeting, Farm Credit Bldg, Mt Joy
1/3/22, Office Closed for New Year’s Day	1/8-26, PACD 10-11am Winter Mtg Virtual Committee Mtgs

NEXT MEETING DATE: Wednesday, Jan 19th, 2022, 9am.

At the Farm Credit Office Mt Joy

* Action Required



Activity Report to LCCD Board of Directors for November, 2021

Lancaster Field Office Personnel:

Heather Grove, Supervisory District Conservationist
Mark Myers, Soil Conservationist
Brett Ramer, Soil Conservationist
Mark Long, Soil Conservationist
Michael Albert, Soil Conservationist
Christine Griesemer, Soil Conservationist
Ashley Rice, Soil Conservation Technician

VACANT, Soil Conservation Technician
Jared Boger, Civil Engineering Technician
Lari Jo Walker, Program Assistant, RC&D
Jeff Sholly, Engineer, PACD
Ashley Spotts, Restoration Specialist, CBF
Julia Smith, Biologist, PF (York & Lancaster)

Conservation Planning Activities*:

FY21 Total (#)	FY21 Total (Ac)	FY22 Mo. Total (#)	FY22 Mo. Total (Ac)	FY22 Total (#)	FY22 Total (Ac)
59	3,443.7	-	-	-	-

*SEE "ACKNOWLEDGMENT OF CONSERVATION PLANS" REPORT

Conservation Practice Installation Activities*:

Practice Code & Name	FY21 Total	FY22 Mo. Total	FY22 Total
313 – Waste Storage Facility (no)	7	1	1
362 – Diversion (ft)	-	1	1
367 – Roofs & Covers (no)	2	1	2
382 – Fence (ft)	29,544	-	-
412 – Grassed Waterway (ac)	11	3.7	4.5
516 – Livestock Pipeline (ft)	5,904	-	390
561 – Heavy Use Area Protection (sq ft)	14,124	3,564	5,920
575 – Trails & Walkways (ft)	2,884	69	93
578 – Stream Crossings (no)	5	-	-
600 – Terraces (ft)	8,036	1,753	1,753
614 – Watering Facility	14	-	2
620 – Underground Outlet (ft)	2,864	-	180
634 – Waste Transfer System (no)	6	1	1
327 – CREP Conservation Cover (ac)	23.5	-	-
391 – CREP Riparian Forest Buffer (ac)	68.2	4.11	4.11
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	FY21 Total (#)	FY21 Total (\$)	FY22 Total (#)	FY22 Total (\$)
EQIP/AMA	24	\$1,804,294	-	-
CSP	3	\$134,205	-	-

- Financial Assistance Payments:

Program	FY21 Total (\$)	FY22 Mo. Total (\$)	FY22 Total (\$)
ALL PROGRAMS	\$1,358,691.92	\$148,457.69	\$199,228.21

- Environmental Quality Incentive Program (EQIP)
 - Sign-up Deadlines: 1/1 (2nd Round), 3/1 (3rd Round)
 - FY22 County Allocations have not been released yet

- **Conservation Stewardship Program (CSP)**
 - CSP Classic Sign-up deadlines TBA

- **Regional Conservation Partnership Program (RCPP)**
 - Lancaster's Common Agenda for Clean Water sponsored by the Lancaster Clean Water Foundation
 - Project Focus: Water quality improvements and establishment of 35' minimum forested riparian buffers. Priority catchments in the Conestoga, Pequea, Chiques, and Octoraro Watersheds.
 - \$2.59 million in FY2022
 - Turkey Hill Clean Water Partnership sponsored by the Alliance for the Chesapeake Bay
 - Project Focus: Water quality improvements and establishment of 35' minimum forested riparian buffers. Priority watersheds in Blair, Franklin, Lancaster, Lebanon, Northumberland, Snyder & York. All of Lancaster county is considered a priority watershed.
 - \$1.4 million in FY2022
 - Sign-up Deadlines: 12/31 (1st Round), 2/28 (2nd Round)

Conservation Easement Program Activities (ACEP):

- **Agricultural Land Easement (ALE) Acquisition Activities:**

Program/Activity	FY21 Total (#)	FY21 Total (ac)	FY22 Total (#)	FY22 Total (ac)
ALE Easement Requests	3	146.5	-	-
ALE Easement Closings	3	211	-	-

Conservation Reserve Enhancement Program Activities (CREP):

- **Approved Plans:**

	FY21 Total (#)	FY21 Total (Ac)	FY22 Total (#)	FY22 Total (Ac)
New	13	82	-	-
Re-enrollments	18	65.20	-	-

Other Notable Meetings:

- 11/3 – Lancaster County Clean Water Partners Semi-Annual Meeting, Mount Joy (Grove)
- 11/18 – RCPP - Lancaster's Common Agenda for Clean Water Leadership Team Meeting (Grove)

Trainings:

- 10/10 - FY22 FPAC Performance Plan Training (Grove)
- 11/17 – Act 38 NM Plan Review Workshop, Harrisburg (Albert & Long)

Respectfully Submitted,



Heather L. Grove
District Conservationist

Item II.1

**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
November 3, 2021**

The 835th 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 Wednesday, November 3, 2021, at 7:30PM.

The following Directors were present: Bob Shearer, Jay Snyder, Ken Meck, Sonia Wasco and Kent Weaver.

The following Associate Directors were present: Greg Strausser.

The following District Staff were present: Christopher Thompson, Gerald Heistand, Kevin Lutz, Rich Snyder, Kevin Seibert, Kent Bitting, Matt Kofroth, Sallie Gregory, Maddie Klein, Adam Stern and Suzanne Kopp.

The following Cooperating Agency representatives were present: Heather Grove, Natural Resources Conservation Service and Elwood Blake, DEP.

The following guests were present: None present.

Bob Shearer called the meeting to order at 7:33 p.m. Bob welcomed everyone both in person and on Zoom. Adam Stern reminded everyone that the meeting was being recorded.

Jay Snyder provided the invocation for the meeting.

Additions to the Agenda: No Additions Added.

An opportunity was given for public comment: Comments were offered

I. Agency Reports

1. USDA, NRCS

Heather Grove reported that it is the start of the new fiscal year. Significant funds are coming to Lancaster County to do BMP work in the County. It's a great time for anyone who is looking to get BMPs on the ground. Chris Thompson asked what the Equip allocation will be for next year? Heather stated that a decision should be made shortly about the allocations but currently she does not know the final allocation numbers for Lancaster County.

2. PA DEP Field Rep Report

Elwood Blake highlighted some points on the PA DEP Field Report. The 319 Grant Program award recipients were announced and Lancaster County is one of the award recipients. The Growing Greener Program received 183 applications totaling \$55,643,643. District audits are due to the S.C.C. by December 31, 2021.

Chris Thompsons wanted to highlight that the SCC is recommending that all County Conservation Districts continue to offer a virtual way for board members, associate members and the public to be part of all the meetings. As discussed earlier, all directors are encouraged to attend meetings in person, but we will continue to offer the zoom meeting option for all Board meetings.

II. Consent Agenda

Bob Shearer gave the opportunity for Directors to withdraw any of the items from the Consent Agenda in order to have additional discussion. Hearing none, Jay Snyder moved to approve the Consent Agenda which included items numbered one through four. Sonia Wasco seconded the motion. The vote was taken and the motion passed unanimously.

The Consent Agenda includes the following approved items.

- #1 – Minutes of October 6, 2021 Board meeting**
- #2 – Technical Assistance Requests/Cancellations**
- #3 – Nutrient Management Plan Approvals**
- #4 – Conservation Plan Acknowledgement**

III. Additional Business

1. Treasures Report

Gerald Heistand reported that there was very little change from last month on the Balance Sheet. The Income and Expense sheet shows we are bringing in more income than was budgeted and we are paying out less money on expenses than was budgeted.

2. Budget & Finance Committee Report

Gerald reported that the committee spent a large amount of time going through the E&S Program and they found everything to be in order. All salaries in E&S are completely paid for with E&S 102 fees, 105 fees and NPDES fees only.

Also discussed by the committee was what percent of the commissioners funding is used to make up a shortfall in any program budget. There are four programs that don't use any of the commissioners funding and they are the E&S Program, the Watershed Program, the Clean Water Partners Program and the Dirt and Gravel Road Program. All the other programs use a percentage of the commissioners funding to help close budget gaps in those delegated programs.

Dan Heller and Chris Thompson attended a meeting with the Commissioners and made a presentation to ask for \$370,000 of Commissioner funding. If we do not receive the commissioner funding we will need to evaluate our programs and consider what can be consolidated or cut. We expect an answer from the Commissioners in December 2022.

The Committee also reported on a meeting with Raymond James, Fulton Financial Investment Advisor, about investing some of our reserve funds to generate additional capital.

Sonia Wasco moved to empower the financial committee to make an investment decision pending feedback from the SCC. Kent Weaver seconded the motion. Motion passed unanimously.

3. Personnel Committee Report

Sonia Wasco reported Dennis Eby has announced his retirement date as April 1, 2022, which will give ample time to transition the work over to Greg Heigel.

Matt Kofroth has agreed to be the interim Assistant District Manager until one is hired. The job description has been distributed to the Board of Directors to be reviewed.

Sonia Wasco moved to accept Dennis Eby's April 1, 2022 resignation and also accept the Assistant District Manager job description. Jay Snyder seconded the motion. Motion passed unanimously. In conclusion, Sonia also reported that the committee has completed a performance review with Chris Thompson and all his scores for each category were high.

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4. Foundation Report & MOU Review

Jay Snyder reported that the MOU between the District and the Foundation has been in the review process and the Foundation approved the revisions that were made to it at their last meeting. A copy of the MOU was included for the Board to review. Jay Snyder moved to approve the MOU revisions. Sonia Wasco seconded the motion. Motion passed unanimously.

5. Nutrient Management Committee/Expired Plan Referral Update & E-copy

Kevin Lutz reported that on October 1, 2021 the updated Act 38 Nutrient Management Technical Manual went into effect. They are now allowed to send the plans in electronically. Kevin is asking the Board of Directors if they are in agreement to receive the NM Plans in electronic form instead of in paper copy. Sending electronically will be more efficient and also a big cost savings. Kent Weaver moved to allow staff to submit electronic copies to the BOD. Sonia Wasco seconded the motion. Motion passed unanimously.

6. BOD Committee Changes and Advertising

Kent Weaver reported that the staff is recommending combining the Ag Compliance Review Committee and the Nutrient Management side of the Nutrient Management/Cost Sharing Committee and transfer responsibility for each into the parent Ag Committee. The staff also recommends that the Cost Share Committee be made a stand-alone committee. Kent Weaver moved to combine the committees as stated. Jay Snyder seconded the motion. Motion passed unanimously.

Kevin Seibert announced that Suzanne Kopp will be made a Right-To-Know Officer along side Kevin Seibert. She has attended trainings and will be learning from Kevin and sharing the requests that we have been posting.

Kevin Seibert shared that under the Sunshine Act it is not a requirement to post the Board minutes to the website even though they are considered public documents. Kevin suggested that possibly the website could state that they are available if anyone wants to read them and they can obtain them if they call the Right-To-Know Officer.

Ken Meck moved to post the BOD Meeting Minutes to the website each month. Kent Weaver seconded the motion. Sonia Wasco opposed against posting them to the website, but the motion passed with a majority vote.

IV. Reports/Information

1. Correspondence, News and Updates

- Booklet – Lancaster Farmland Trust – 2020 Annual Report – October 25, 2021

2. E&S/NPDES Monthly Projects Report:

Rich Snyder reported that the E&S department had 25 new plans come in for the month of October. YTD review fees collected in 2021 are \$485,110. Ten complaints were received in October. The two new technicians have finished a majority of their E&S Reviews training and are working to get all the E&S plans up-to-date.

3. E&S Committee Report/Compliance Update:

Rich Snyder reported on the minutes from the committee meeting pertaining to the fee schedule for Mixed-Use projects. Rich's email enclosed, in the day of packet, explains how the fees will be charged for vertical mixed use and horizontal mixed use.

Ken Meck moved to accept the Mixed-Use summary that is stated in the email. Jay Snyder seconded the motion. Motion passed unanimously.

Rich reported that the E&S Committee also recommends ceasing the Chapter 105 Program delegation. The 105 Program is an unfunded program and we operate at a loss, which now exceeds the benefit we have enjoyed by expediting the permit reviews in-house.

Item II.1

Jay Snyder moved to cease the Chapter 105 Program delegation after exhausting all efforts. Sonia Wasco seconded the motion. Motion passed unanimously.

4. 2022-2023 CAP Proposal:

Chris Thompson stated that the CAP Proposal submitted to DEP is over 27 million dollars for 2022-2023 year. A request is being made for the full amount to demonstrate the need, but we expect to receive \$2-3 million. Details will follow when they are announced in December 2021.

5. Watershed Forum & Science Symposium:

Matt Kofroth reported that there use to be a Watershed Forum yearly that was discontinued in 2013. The Watershed Forum is being resurrected in 2021 with a new grant. The Science Symposium is being held on November 19, 2021 at Elizabethtown College. Scientific Conservation ideas and research from around the County will be presented by local professors and students at the Symposium. On November 20, 2021 both Lancaster and Lebanon County Conservation Districts will be holding the new Watershed Forum. This Forum is geared toward Watershed Stakeholders, Watershed Volunteers, Municipalities and Water Authorities. Both events are free to attend but registration is required to attend.

6. LCCD Planning Meeting:

The LCCD Planning Meeting will be held on January 19, 2022 at the Farn Credit Building in Mount Joy.

Additional Public Comment:

Sonia Wasco commented on the PACD Executive Meeting and stated that all six regions voted to oppose the House Bill 591. PACD's Winter Meeting will be held solely virtual this year. PACD is encouraging all County Conservation Districts to do a monthly outreach to legislation and elected officials..

Rich Snyder stated that he was approached by RC&D to present at a Lunch and Learn in December 2021.

Meeting Adjourned:

Ken Meck moved to adjourn the meeting. Kent Weaver seconded the motion. Motion approved unanimously.

Bob Shearer officially adjourned the meeting at 9:40pm.

Respectfully submitted,



Suzanne Kopp
Recording Secretary

**Item II.2
Requests for Technical Assistance**

APPLICANT	TITLE	TOWNSHIP	SIZE	ASSISTANCE
None				

**Item II.3
Requests for Nutrient Management Plan Approval (Lutz)
November 2021 Activity
December 1, 2021 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:

OWNER	TOWNSHIP	Operation	DESIGNATION	AEU's/ ACRE	REVIEWER	PLAN #
Paul H. Burkholder	Earl	Swine, Steers	CAO	3.81	Hartz	43
Terry Hershey	Paradise	Swine	CAFO/CAO	122.80	Hartz	90
LeRoy Martin	Brecknock	Broilers	CAO	91.13	Heigel	470
Amos Esh	East Lampeter	Dairy, Ducks	CAO	2.28	Heigel	2223
Garrett Weaver – Willows Farm	West Lampeter	Ducks, Beef Finisher	CAFO/VAO	0.58	Goldsmith	484
Kevin Frey	West Donegal	Layers	CAO	88.85	Lutz	473
Carl & John Myer	Penn	Dairy	CAFO/VAO	1.61	Klein	408
Mike Lewis	East Donegal	Broilers	CAO	2.88	Lutz	364
Kurt Martin	Strasburg	Broilers	CAO	3.99	Lutz	282
Elam Fisher	Salisbury	Dairy	CAO	2.09	Goldsmith	2222
David H. Martin	Little Britain	Swine	CAFO/CAO	3.39	Adams	9
Jacob Kauffman	Drumore	Dairy	CAO	2.16	Adams	395
Clair Hurst	Little Britain	Swine/Dairy	CAFO/CAO	6.34	Adams	36
Lamar Gockley	Brecknock	Dairy	VAO	1.09	Adams	28
Jay Deiter	Conoy	Seine, Heifer	CAFO/CAO	2.81	Lutz	233
Mitchell Shellenberger	East Donegal	Swine, Heifer	CAFO/CAO	7.3	Lutz	314

**Nutrient Management Plan Transfer for Board Acknowledgement (Lutz)
November 2021 Activity
December 1, 2021 Board Meeting**

OWNER	PROPOSED TRANSFER DATE	TOWNSHIP	OPERATION	DESIGNATION	AEU's/ ACRE	REVIEWER	PLAN #
Paul Swanger to Scotty Miller	December 27, 2021	Conoy	Swine	CAFO/CAO	39.64	Lutz	71

Item II.4

Acknowledgement of Conservation Plans (Lutz)

The Lancaster NRCS Field Office recommends the following plans for the

December 1, 2021 Board Meeting:

NATURAL RESOURCES CONSERVATION SERVICE

Conservation Plans	Number of Plans	Planner	Township
None			

LCCD AG EROSION & SEDIMENTATION PLANS

Conservation Plans	Number of Plans	Planner	Township
Jacob F. Glick	1	Heigel	West Earl
Abner S. Glick	1	Grube	Bart
Jere W. Grube	1	Grube	East Hempfield
Jay Clifford Sensenig	1	Hartz	Little Britain
Howard Furches	1	Grube	Fulton

Lancaster County Conservation District

Balance Sheet

As of November 22, 2021

ASSETS

Checking/Savings

District General Fund

1001 · General Fund INVEST 682,677.65

1015 · General Fund Checking 47,846.15

Total District General Fund 730,523.80

E & S

1002 · E & S - A

Reserved-E&S Vehicle - A -2,837.12

1002 · E & S - A - Other 424,008.26

Total 1002 · E & S - A 421,171.14

1005 · Clean Water - R 285,842.75

Total E & S 707,013.89

1003 · Youth Conservation School - C 25,930.28

1006 · Separation - A 54,818.01

1007 · Reserve

Reserved-LCCD Health 20-21 - A 1,606.70

Reserved-LCCD Health 19-20 - A 61,322.00

Reserved-LCCD Health 18-19 - A 25,883.00

Reserved-LCCD Health 17-18 - A 49,559.62

Reserved-Capital - A 53,726.87

Reserved-Communication - A 24,000.00

Reserved-Computer Hardware - A 16,725.77

Reserved-Software Maintenance-A 12,658.70

Reserved-NM Program - A 164,012.20

Reserved-Admin Vehicle - A -9,691.22

Reserved-NMP Vehicle - A 33,651.53

1007 · Reserve - Other - U 339,162.20

Total 1007 · Reserve 772,617.37

1008 · Scholarship - C

Bond Unrealized Gain/Loss - C 1,457.50

Scholarship Bonds - C 35,000.00

1008 · Scholarship - C - Other 29,303.97

Total 1008 · Scholarship - C 65,761.47

1009 · Dirt & Gravel Roads - R 113,873.26

1013 - Exelon - R 647,777.17

1014 - Low Volume Roads - R 296,421.05

1115 · Conservation Excellence - R 1,341,282.42

1116 · CBAIP Phase II - R 429,400.75

1117 · Chesapeake Bay Action Plan - R 310,306.47

1017 · Self-Funded Health Insurance -R 112,044.47

\$614,230.12	General Operations - U
\$15,434.66	DGR/LVR Admin & Edu - A
\$20,102.58	Grants without bank account - R
\$44,831.66	Activities Account - A
\$35,924.78	Tree Fundraiser Account - U
\$730,523.80	TOTAL

TOTAL ASSETS 5,607,770.41

\$969,710.64	A - Assigned Funds
\$91,691.75	C - Committed Funds
\$3,557,050.92	R - Restricted Funds
\$989,317.10	U - Unassigned Funds
\$5,607,770.41	TOTAL

Lancaster County Conservation District
Balance Sheet
As of November 22, 2021

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2200 · YCS Liability 25,930.28

2016 · Health Insurance Liability 112,044.47

Total Other Current Liabilities 137,974.75

Total Current Liabilities 137,974.75

Total Liabilities 137,974.75

Equity

3000 · Opening Bal Equity 893,610.68

3900 · Retained Earnings 2,765,827.36

Net Income 1,810,357.62

Total Equity 5,469,795.66

TOTAL LIABILITIES & EQUITY 5,607,770.41

Lancaster County Conservation District
Income and Expenses
January 1 through November 22, 2021

	General Operations	E&S	Activities & Tree Sale	Grants	Scholarship	Separation/ Reserve	Jan 1 - Nov 22, 2021	Budget YTD	\$ Over Budget
Income									
520 · County Funding	302,500.00					35,000.00	337,500.00	245,972.22	91,527.78
530 · Program Contracts	1,422,939.37						1,422,939.37	1,492,420.35	-69,480.98
560 · Grant Administration	287,653.32			-8,227.22			279,426.10	544,074.13	-264,648.03
570 · Grant Project Income				3,276,039.92			3,276,039.92	3,665,750.00	-389,710.08
580 · Fee / Reimbursement Income	9,496.25	3,341.79	6,250.00				19,088.04	11,225.28	7,862.76
581 · E&S102 Review Fees		494,460.00					494,460.00	459,640.68	34,819.32
582 · NPDES Permit Fees		91,000.00					91,000.00	78,711.12	12,288.88
583 · 105 CWF Fees		15,775.00					15,775.00	15,053.50	721.50
590 · Interest Income	122.88	137.46		344.23	1,026.52	179.70	1,810.79	4,296.02	-2,485.23
540 · Activity Income	25.00		3,400.00		1,207.00		4,632.00	17,983.00	-13,351.00
585 · Tree Sales Income	4,214.46		28,769.92				32,984.38	45,000.00	-12,015.62
595 · Other Income	2,388.41			3,299.21	200.00	1,606.70	7,494.32	178.88	7,315.44
599R · Interfund Transfer In	19,789.39	954.54				5,596.09	26,340.02	31,225.00	-4,884.98
Total Income	2,049,129.08	605,668.79	38,419.92	3,271,456.14	2,433.52	42,382.49	6,009,489.94	6,611,530.18	-602,040.24
Expense									
7100 · Staff Salary	1,219,990.38	353,217.90		84,704.45			1,657,912.73	1,847,631.14	-189,718.41
710 · All Emp Benefits	416,356.51	108,382.86		6,329.40			531,068.77	636,372.20	-105,303.43
720 · Vehicle & Travel Expenses	22,269.59	3,613.11	59.36	269.60			26,211.66	37,861.40	-11,649.74
722 · Meeting Expenses	5,044.53	186.39		110.00		1,083.73	6,424.65	44,526.07	-38,101.42
730 · Supplies	7,588.44	1,189.41	1,172.18	6,283.41		1,401.24	17,634.68	20,907.63	-3,272.95
735 · IT - Communication	19,081.70	207.79	210.00	6,414.20		5,390.10	31,303.79	16,355.81	14,947.98
740 · Postage	3,107.08	2,125.91	3.75	70.88	58.47		5,366.09	9,346.96	-3,980.87
745 · Office Rent	75,492.25	20,308.79					95,801.04	93,625.18	2,175.86
750 · Equipment	3,857.51	7,693.90	69.99	527.98			12,149.38	22,897.74	-10,748.36
830 · Administrative	64,748.96	994.12		45.00		5,975.00	71,763.08	77,031.87	-5,268.79
810 · Activity Expenses			27,387.80		5,000.00		32,387.80	50,456.45	-18,068.65
820 · Grant Project Expenses	696.65			1,683,116.41			1,683,813.06	4,149,416.67	-2,465,603.61
805 · Allocated Cost Transfer	-16,577.74	16,577.74					0.00	-0.26	0.26
890 · Miscellaneous Expenses	221.07	734.50					955.57	3,280.83	-2,325.26
895 · Contingencies							0.00	15,670.83	-15,670.83
899E · Interfund Transfer Out	5,596.09					20,743.93	26,340.02	31,225.00	-4,884.98
Total Expense	1,827,473.02	515,232.42	28,903.08	1,787,871.33	5,058.47	34,594.00	4,199,132.32	7,056,605.52	-2,857,473.20
Net Income	221,656.06	90,436.37	9,516.84	1,483,584.81	-2,624.95	7,788.49	1,810,357.62	-445,075.34	2,255,432.96

Item III.3a
LCCD 2022 Budget for Final Review and Approval
(See Page 13 for Budget)

The preliminary 2022 draft budget was presented at the November, 2021 Board meeting. The Budget and Finance (B&F) Committee of Kent Weaver, Roger Rohrer, Dan Heller, and Chris Thompson met on 10/19/2021 to review and discuss many details of the 2022 proposed budget. Two of the expressed unknowns were the County Commissioner level of funding (due to our increased ask) and the funding source dependability and expected longevity. This is a calendar year budget, and we need to assume that all or most programs and grants will renew at the same level to cover the last half of calendar year 2022. The 2021 Actual YTD column has been updated to include income and expenses as of November 22nd.

The budget submitted for final approval has several changes from what was presented last month:

- Moving to a local HR support company that will result in a cost savings
- Cost savings due to personnel status changes such as: retirement announcement (position will not be refilled), a staff person dropping spousal coverage, another staff joining Medicare, etc.
- Changes in the grants budget relative to projected pass through expenditures
- Delaying the bi-annual Ag Mid-Atlantic NMP training from 2021 to 2022
- Reducing 105 Clean Water Fund Fee income as a result of curtailing 105 responsibilities

The main adjustment to the budget due to the above changes was to lower the need to tap into Districts Ag reserves. A potential increase with earnings due to investing District reserve funds has not been included with this modified budget, as the current District investment policy needs to be updated. Also, the proposed finance policy on the use of the District's reserve health funds has not yet been finalized.

As mentioned last month, if the Commissioners are unable to provide the budgeted amount of funding, there will need to be further budget modifications. It is expected that the proposed county budget will be open for public review before the December Board meeting.

It bears repeating that approval of the attached 2022 LCCD District Budget implies approval of the six budgets from which it is built: 1) Grants, 2) Youth Conservation School, 3) Scholarship Fund, 4) Activities budget, 5) Erosion & Sedimentation Budget, and 6) General Operations budget that includes an eight page packet listing the sources of income along with the expenditures for each district program.

***Action Required to approve the 2022 Draft budget pending sufficient county funding.**

2022 LCCD District Budget

Budget approved by LCCD Board xxx

	2020 Budgeted <u>Revenue</u>	2021 Budgeted <u>Revenue</u>	2021 Actual <u>YTD 11/22/21</u>	2022 Budgeted <u>Revenue</u>	2022 Budget % change from <u>2021 budget</u>
520 County Funding	310,000	275,000	337,500.00	358,000	30%
530 Non-Lapsing Funding	1,483,408	1,380,748	1,208,327.79	1,346,903	-2%
560 Grant Administration Income	417,783	575,299	279,426.10	530,393	-8%
570 Grant Project Income (pass-through)	1,623,758	4,083,000	3,276,039.92	4,797,000	17%
530 Foundation income for CWP Program	209,961	203,205	214,611.58	529,949	161%
580 Fee Income	634,615	626,214	620,323.04	671,100	7%
585 Tree Sales Income	45,000	45,000	32,984.38	46,000	2%
590 Investment Income	33,275	4,803	1,810.79	1,334	-72%
540 Activities Income	20,119	17,983	4,632.00	16,907	-6%
Other Income	2,700	5,250	7,494.32	5,200	-1%
n/a YCS Income (not on monthly P&L)	8,000	8,000	n/a	8,000	0%
Total District Revenue	4,788,619	7,224,502	5,983,149.92	8,310,786	15%
	2020 Budgeted <u>Expenses</u>	2021 Budgeted <u>Expenses</u>	2021 Actual <u>YTD 11/22/21</u>	2022 Budgeted <u>Expenses</u>	
711 Salary and Wages	1,898,854	2,064,824	1,657,912.73	2,285,009	11%
710 Employee Benefits	709,160	711,407	531,068.77	836,245	18%
720 Travel/Mileage Expenses	22,300	22,050	7,050.50	23,100	5%
755 District Vehicle Expenses	50,050	20,250	19,161.16	50,250	148%
722 Meeting/Training Expenses	28,140	48,090	6,424.65	41,945	-13%
730 Supplies	23,550	23,375	17,634.68	19,550	-16%
735 IT Support/Website/internet/software	9,010	8,950	31,303.79	20,961	134%
740 Postage	11,875	10,450	5,366.09	8,075	-23%
745 Office Rent	104,673	104,675	95,801.04	107,371	3%
750 Equipment/Copier (IT to #735 in 2021)	45,151	34,936	6,364.38	22,425	-36%
895 Specific Projects/Contingencies	56,000	30,750	5,785.00	26,189	-15%
830 Professional Services	23,580	50,900	39,530.69	45,100	-11%
830 Administrative Overhead *	32,041	33,241	32,232.39	30,783	-7%
810 Activities Expenses	57,340	54,790	32,387.80	50,230	-8%
820 Grant Expenses (pass through)	1,752,173	4,669,000	1,683,813.06	5,281,375	13%
890 Miscellaneous Expenses	3,200	3,550	955.57	3,250	-8%
n/a YCS Expenses (not on monthly P&L)	8,000	8,000	n/a	8,000	0%
Total District Expenses	4,835,096	7,899,237	4,172,792.30	8,859,859	12%
Rev over Exp before adjustments	-46,477	-674,735	1,810,357.62	-549,073	
Adj. Grant funds expended from previous years (Part F)	128,415	586,000		484,375	
Adj. for Activity Revenue greater than Expense (Part C)	-5,840	-5,840		-7,300	
Adj. for interest earned in Reserve/Seperation account	-14,000	-1,400		-70	
Adj. for change in Scholarship fund balance (Part D)	786	1444		-516	
Adj. for E&S Revenue/Expenses without transfer (Part B)	-65,206	-40,464		4,999	
General Operations without reserves	-2,322	-134,995		-67,585	
Reserve funds for New Phone System	35,000	15,000		0	
NMP Reserve Funds Needed to suppliment AG	0	79,400		9,000	
D&G/LVR admin funds from previous year	0	0		15,500	
Reserve Health funds offsetting premium increase	8,600	0		27,000	
E&S Funds supporting Education Prog (GASB 54)	16,225	16,225		16,225	
General Operations Balance	57,503	-24,370		140	

* Line-item includes District planning & advertising, Newsletter/Annual report costs, Membership dues, and Insurance

Note: State funding, on a fiscal year is only contracted to June 30th; therefore this budget assumes renewal of those income streams.

Item III.3b
Budget & Finance Committee Report
(See Pages 15 & 16 for Investment Policy)

Last month the Board authorized the Committee to make an investment decision for our reserve accounts pending a response from the SCC confirming the action. Staff consulted with Karl Brown at the SCC and Karen Books at DEP, District Support and they confirmed that as long as we were following an approved investment policy we satisfied their oversight policies. Staff reviewed our existing Investment Policy, which was modeled after a DEP provided template in 2010, and found that it needed to be updated. The attached red-lined copy reflects current practice and committee discussions from our October meeting. Once approved by the BOD we will take action on the approved investment strategy with the Fulton Financial/Raymond James advisor as outline last month.

***Action Requested**

Item III.4a
Personnel Committee Report
(See Pages 17, 18 & 19 for Bio & Proposal)

Human Resource Services – As the contract with Paragon Consulting comes to an end staff and the Personnel Committee Chair, Sonia Wasco have requested that we consider using another provider for the district's HR needs. Attached are the documents and a proposal from Kimberly Patrick at Frameworks Consulting. Kimberly is located in Lancaster and can provide services for administration, staff and directors as outlined in the attached Agreement for Services. The \$1,200/month retainer is less than ½ what we are currently paying and based on an average of 16 hours per month. If approved, Kimberly would begin serving LCCD on Jan 3, 2022.

***Action Requested**

Item III.4b
Summer Internship Position
Matthew Kofroth & Sallie Gregory

The Education & Outreach Department is once again requesting the opportunity to advertise for a summer intern in 2022. The intern would assist the Department with educational programing, water monitoring, watershed education, youth conservation school, and various other aspects at the District. The intern would get paid \$11.00/hour (which is in the 2022 budget) and be on staff from late May through early August (approx. 300 hrs). Interested candidates would submit an internship application before being interviewed by District staff. A final selection would be presented to the Board for approval at the March or April Board meeting. Board action is required to start the advertising process for the position.

***Action Required**

Investment Policy Statement
For
Lancaster County Conservation District
Dec 2021

Purpose of Policy

In order to be good stewards of its financial resources the Lancaster County Conservation District will seek to maximize investment returns on its financial assets.

The Investment Policy provides discipline for making investment decisions and establishes a structured decision-making process necessary to minimize risks often associated with overconfident and speculative investment strategies or panic driven reactions to short-term market fluctuations. This guidance helps to balance return seeking and risk taking; increasing the probability of success in achieving long-term investment goals.

The policy applies to the all financial accounts and investments of Lancaster County Conservation District (LCCD).

Financial Asset Management

The management of the Lancaster County Conservation District investments will be administered by the Board's appointed Treasurer, or other designee appointed by the District's Budget & Finance Committee at their first meeting of the year. At the direction of the Committee, this Investment Officer will meet with the financial advisor quarterly, or as often as needed, and research and suggest investment options for the Board's approval that:

- Minimize financial risk and maintain the safety of investment principal
- Maintain asset liquidity to meet cash flow needs
- Provide competitive investment returns for the District

Permitted Investments

The Lancaster County Conservation District Board of Directors shall be permitted to invest operational funds consistent with sound business practices in institutions insured by the Federal Deposit Insurance Corporation, Federal Savings and Loan Insurance Corporation, the National Credit Union Share Insurance Fund or fully collateralized to the extent that such accounts are insured for any amounts above the insured maximum, that those amounts shall be secured by collateral pledged by the depository pursuant to Act 72 of 1971 (72 P.S. § 3836-1 et seq.). The following types of investments vehicles may be considered:

- Short-term obligations of the United States Government or its agencies or instrumentalities.
- Deposits in savings accounts, time deposits, or share accounts of
- Obligations of the United States of America, the Commonwealth of Pennsylvania or any political subdivision of the Commonwealth of Pennsylvania, or any of their agencies or instrumentalities backed by the full faith and credit of these government units.
- Pennsylvania Treasurer's INVEST Program and Pennsylvania Local Government Investment Trust (PLGIT)

The Lancaster County Conservation District Board of Directors shall also be permitted to invest reserve funds consistent with sound business practices as described above as well as in a conservative portfolio of traditional principal and interest obligations (no derivatives) with maturities of seven years or less. Under the guidance of a certified Financial Investment Advisor, investments may be made in unrestricted, publicly traded stock, Fixed Income Securities, cash and equivalents. The quality rating of bonds and notes must be "A" or better, as rated by Standard & Poor's or Moody's. The quality rating of commercial paper must be A-1, as rated by Standard & Poor's, P-1, as rated by Moody's, or better.

Return Expectation

Given the fluctuation of economic conditions, a reasonable goal for investment returns shall be established on an annual basis. This goal is to be reviewed and adjusted each year based on the Investment Officers research and best estimate projections.

This figure will be used when forecasting "income" for the District's annual operating budget for the next calendar year.

Rebalancing

In December of each year, or at the discretion of the Committee, the Investment Officer will evaluate the year's investment earnings and suggest strategies to rebalance the Districts investment portfolio for the upcoming new year by splitting gains and losses up to 50% with the account used for the initial investment and the balance shared with the General Fund to be used at the discretion of the Committee.

Adoption

This policy was adopted by the LCCD Board on _____

Kimberley Patrick: BIO

After many years in leadership positions Kimberley made the decision to launch her own consulting company, **FrameWorks Consulting**, to share what she has learned over the years managing, training, recruiting, and leading others. FrameWorks Consulting has three focus areas:

- Employee engagement and retention strategies
- HR support services
- Coaching: developing middle managers, front-line supervisors, and entrepreneurs

Kimberley has spent years directing the training and development of employees. These experiences have deepened her commitment to help organizations engage, energize, and empower their workforce. Kimberley has held the following positions:

- Senior Sales Engineer, AMP Inc., a manufacturing, and engineering, Fortune 500 company
- General Manager of William J. Patrick, Inc. a residential family-owned remodeling company. Kim served as the hiring manager and HR Generalist.
- Director of Workforce Development and Post -Secondary Education, Lancaster CTC
- Sales Manager, JFC Staffing
- Vice President, JFC Workforce

Kimberley has been involved in workforce development as a volunteer for over 20 years. She currently serves on the Lancaster SHRM DE&I Committee, Lancaster Workforce Development Board Youth Council, and Bench Mark Program Development Committee. Kimberley is an Apprenticeship Navigator, trained to help organizations develop Registered Apprenticeship programs.

Kimberley has a BA in Social Work from Albright College which she parlayed early in her career into fund raising, community organizing and sales. Kim's work in human resources comes from multiple vantage points, allowing her to bring people together around common goals, overcoming interpersonal challenges and organizational ones. In 2019 Kim got her SHRM-CP Certification to formalize her human resources development experience.

Kimberley enjoys working with diverse groups of people and believes that our work lives should be full of opportunities for personal and professional growth, those we create for ourselves, and those that are offered to us in the spirit of prosperity and interdependence.

Agreement for HR Support Services

November 15, 2021

Frameworks Consulting will provide ongoing HR support and guidance to the Lancaster County Conservation District in the following three areas:

I. People

- HR Strategic Planning – identify and understand the organization’s strategic initiatives, plans, and direction for decision making, as well as contribute to the organization’s overall strategy where appropriate
- Talent Acquisition which includes posting, managing, and evaluating applicants (preparing qualification spreadsheet for hiring manager), turning over and supporting the interview and onboarding process.

Notes:

- Any expenses associated with sponsoring or boosting job postings will be billed separately with prior approval
- Any pre-employment screening (criminal background or drug screening) will be the responsibility of the Conservation District
- Employee Retention and Engagement Strategies – work with leadership team as invited to make strategic recommendations
- Meet with /management team individually to get to know their leadership style and areas where they would like additional learning and development
- Learning and Development - attend monthly meetings to get to know leadership team and staff? Provide learning and development content bimonthly (every other month).
- Relationship management and communication, helping to navigate employee discipline and develop coaching tools

II. Organization

- Organizational Effectiveness and Development – support organization through any structural or strategic change
- Workforce leadership and coaching managers on leadership issues
- Employee communication – working with management on internal employee communication strategies when needed
- Consultation on business decisions representing employee viewpoint
- Support for creation and implementation of organizational vision, mission, policies, and other behavioral expectations
- Support of Board Personnel Committee – attend meetings as invited or needed

III. Workplace

- Working collaboratively with leadership to address HR issues as they arise in compliance with employer legal responsibilities
- Risk Management
- Respond to time sensitive HR issues within 24 hours
- Available by phone via text, email, or phone call.

Cost: \$1200 month retainer to be billed the first week of each month
Agreement can be ended by either party with 30 days written notice

Payment Terms Net 30.

Frameworks Consulting

Lancaster County Conservation District

Signature

Signature

Title

Title

Date

Date

Item III.5
Lancaster County Conservation District
E&S Committee Meeting Minutes
Thursday, November 18, 2021

E&S Committee Members Present: Jay Snyder, Matt Mack, Richard Snyder, and Chris Thompson

** 1:30 PM -- Meeting Called to Order

1. Current LCCD Review Application & Fee Schedule
 - a. Applicable Review Fee for Multi-Story Apartment Building(s) / Complex(es)
 - ** Discussion Occurred
 - ** E&S Committee's Recommendation: The Applicable Fee(s) shall be in Accordance with the Current E&S Control Plan Review / Inspection Fee Schedule. The E&S Committee will Continue to Analyze, and Discuss an Applicable Fee Structure for Such During 2022.
 - b. Review Fee Increase(s) for 2022??
 - ** Discussed as Part of 1.a. Above

2. Cessation / Retention of the Chapter 105 Program Delegation
 - ** Discussion Occurred
 - ** LCCD Staff Continues to Exhaust All Efforts

3. Request from Schreiber Pediatric to Waive LCCD Review Fee(s)
 - ** Discussion Occurred
 - ** E&S Committee's Recommendation: Deny Said Request to Waive the Current E&S Control Plan Review / Inspection Fee(s)

4. Staff Workload & New Staff Training
 - ** Update Provided

** 3:00 PM -- Meeting Adjourned

Item III.5 a
Cessation of the 105 Program

*Cessation of the 105 Program – DEP has reviewed our minutes from last month and the agenda for tonight and felt that they don't adequately express the Boards plans to terminate the 105 Program. They have requested that directors take a final action to terminate the delegation agreement without any qualifications and that the motion also include plans to notify the Department of the termination which will take affect after 60 calendar days of the notification.

Item III.6
Acceptance of the 2022-2023 CAP Allocation

*Acceptance of the 2022-2023 CAP allocation – This afternoon, LCCD received notice of being awarded additional funding from the Department of Environmental Protection for the CCWAPC/CAP Implementation Grant. The total to be received is \$3,583,216 which is divided among several different projects/programs, each with a different deadline, Some as early as September 30, 2022 and as late as June 30, 2023. A vote to receive these funds tonight will allow staff to process the remaining paperwork and begin working with the various partners to begin planning and promoting implementation for early in 2022.



September 3, 2021

Mr. Richard Snyder
Lancaster County Conservation District
1383 Arcadia Road
Room 200
Lancaster, PA 17601

RE: Greenfield North Review Fee
East Lampeter Township, Lancaster County, PA

Dear Mr. Snyder:

We respectfully request that the Conservation District consider an alternative basis for determining the LCCD Plan Review Fee for the above-referenced project. The project consists of five multi-story apartment buildings, four townhome buildings with seven units each, and a community center building. The total number of dwelling units is 615.

The calculated fee on a per-unit basis is \$63,250.00

The calculated fee on a disturbed acreage basis is \$6,000.00

We believe a fee based on disturbed area is more appropriate since multiple floors would not impact plan review time. This methodology is also consistent with how fees were calculated for other similar projects in the recent past, and with the County's stated policy of promoting increased density in housing.

Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in cursive script that reads 'Anthony B. Seitz'.

Anthony B. Seitz
Vice President, Development

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Industrial/Commercial Realtors ■ 1853 William Penn Way ■ P.O. Box 10008 ■ Lancaster, PA 17605-0008
(717) 291-2284 ■ FAX (717) 293-4488
www.highrealestategroup.com

HIGH REAL ESTATE GROUP AFFILIATES:
HIGH ASSOCIATES LTD. ■ HIGH HOTELS LTD.

Richard Snyder

From: James W. DeBord <jdebord@schreiberpediatric.org>
Sent: Wednesday, October 27, 2021 11:53 AM
To: Richard Snyder
Subject: Schreiber Pediatric Project Fees

Richard,

Good afternoon. Hope this email finds things going well in your department. Thank you for your service to the people of Lancaster County.

I wanted to reach out on behalf of Schreiber Pediatric as one of the oldest, most well respected nonprofits here in Lancaster County and the thousands of children and families we serve every year. With so much that we do here at Schreiber we ask if organizations and or companies can waive the cost associated with their work. For us we focus on trying to put every dollar into helping more children to walk, speak or hold their mom or dad's hands.

So, I wanted to see if Lancaster County might consider waiving the application fees dedicated LLCD for our expansion project here at our Center in East Hempfield Township? On behalf of everyone at Schreiber we appreciate your consideration.

Best,

James

James W. DeBord
President
Schreiber Center for Pediatric Development
Tel: 717-393-0425 x. 101

Item IV.1
Correspondence, News & Updates

The following correspondence, news or update items will be presented at the Board meeting:

- Flyer – Lancaster County Conservation District – Fertilizer Costs – December 6, 2021
- Post Card Mailing – Lancaster Chamber – 2021 Ag Industry Summit – November 11, 2021

Fertilizer Costs Concerning You?

"Economic and Environmental Benefits of Manure Injection" Farmer Meeting

Monday, Dec. 6, 2021 10 AM
at Shady Maple Smorgasbord



PSU presents "Capturing more benefits of manure with injection"

Farmer panel; custom applicator panel, including horse drawn drag line equipment fabricator.

Meeting concludes with free lunch.

RSVPs appreciated to Holly at 717-874-2512 or hollyshaub@lancasterconservation.org by Dec. 2.

Event sponsored by the Lancaster Co. Conservation District, National Fish and Wildlife Foundation (NFWF) and Campbell Foundation.

in us for the Agriculture Industry Summit to discuss opportunities and challenges of the industry and celebrate the Ag community of Lancaster County.

DATE: December 2, 2021

TIME: 11am - 1pm

PRICING: \$35 Members // \$50 Non-Members

LOCATION: Spooky Nook Sports

Lancaster County is known for the incredible diversity of agriculture – from livestock to dairy, wheat to hay, eggs to milk – and our 4,500 farms make it one of the top farming counties in the United States.

For the past 40+ years, the Lancaster Chamber has gathered industry leaders – producers, vendors, suppliers, insurance, finance and more – to discuss the opportunities and challenges of the Agriculture Industry. This year, join colleagues and community members for an important conversation on the future of Ag from three perspectives (to be released soon!). And of course, we'll celebrate the incredible impact of the industry on our community and honor an outstanding Ag leader with the George C. Delp Award.

The George C. Delp Award is presented annually to a resident or business of Lancaster County who has made a significant contribution to the agricultural community. The individual/business must exemplify an outstanding dedication and commitment to preserving and enhancing agriculture in Lancaster County. To nominate an individual or company for the George C. Delp Award, [CLICK HERE](#). Nominations due by November 5th, 2021.



Item IV.2

E&S Report

2021 Report for November

2021 Report

		Nov 2021	Total
Total Plan Submissions		18	301
Total Plan Acres		481.4839	4772.6
Total Disturbed Acres		79.31	1105.248
Fees Collected	NPDES Permit Fees Collected	\$6,000	\$95,000
	Chapter 105 Permit Fees Collected	\$450	\$16,225
	DEP Fees Collected	\$7,800	\$103,800
	E&S Plan Review Fees	\$49,950	\$535,060

Total Complaints for November 2021

<u>Date Received</u>	<u>Municipality</u>	<u>Land Unit Acres</u>
11/1/2021	BART TWP	5.40
11/1/2021	WEST SADBURY TWP	0.25
11/3/2021	MANHEIM TWP	2.68
11/3/2021	MANHEIM TWP	1.20
11/5/2021	RAPHO TWP	4.42
11/5/2021	CONESTOGA TWP	41.65
11/5/2021	RAPHO TWP	2.09
11/10/2021	EAST EARL TWP	95.56
11/12/2021	EPHRATA TWP	9.75
11/17/2021	FULTON TWP	5.96

2020 Report

		Nov 2020	Total
Total Plan Submissions		25	314
Total Plan Acres		534.4094	5204.193
Total Disturbed Acres		64.5094	1288.109
Fees Collected	NPDES Permit Fees Collected	\$4,000	\$74,000
	Chapter 105 Permit Fees Collected	\$2,700	\$17,525
	DEP Fees Collected	\$17,900	\$130,400
	E&S Plan Review Fees	\$29,824	\$423,127

Total Complaints for November 2020

<u>Date Received</u>	<u>Municipality</u>	<u>Land Unit Acres</u>
11/5/2020	EAST HEMPFIELD TWP	65.38
11/16/2020	WEST HEMPFIELD TWP	1.09
11/16/2020	WEST HEMPFIELD TWP	0.9
11/16/2020	WEST HEMPFIELD TWP	0.88
11/19/2020	SALISBURY TWP	0.02
11/23/2020	LANCASTER CITY	0.04

Erosion and Sedimentation Plan Submission

11/01/2021 to 11/30/2021

<u>Project Name</u>	<u>Municipality</u>	<u>Disturbed Acres</u>	<u>Fees Amount</u>
Daniel Martin Poultry Barn	ELIZABETH TWP	7.00	\$2,400.00
352 Oak Lane	EAST DONEGAL TWP	2.00	\$650.00
Sensenig Diversion GP09	LITTLE BRITAIN TWP	0.40	\$100.00
Woodcrest Villa Phase IV	EAST HEMPFIELD TWP	61.00	\$2,000.00
Smuckers Meats	EAST DONEGAL TWP	0.95	\$800.00
Brilyn Acres GP06	EPHRATA TWP	0.00	\$100.00
Levi Fisher GP06	SALISBURY TWP	0.16	\$100.00
Nolt Road Cluster Development	EAST HEMPFIELD TWP	5.64	\$2,900.00
PA 772 Rife Run Xing GP05	MANHEIM BORO	0.05	\$100.00
Avery Square	PENN TWP	21.37	\$18,950.00
Michael Buckwalter Swine Operation	EAST DONEGAL TWP	3.02	\$1,600.00
Mister Car Wash	EAST LAMPETER TWP	1.95	\$1,400.00
321 North President Avenue	LANCASTER TWP	0.80	\$500.00
1450 Manheim Pike - 7-Eleven	MANHEIM TWP	2.74	\$1,600.00
Coopers Run GP01	COLERAIN TWP	0.00	\$100.00
Henry Beiler	WEST LAMPETER TWP	0.89	\$500.00
Pequea Valley HS	LEACOCK TWP	28.85	\$6,800.00
Ephrata WWTP #1 Upgrade	EPHRATA BORO	0.93	\$800.00
1036 Manheim Pike Minor Mod	MANHEIM TWP	4.62	\$500.00
Barry's Car Barn Expansion	LEACOCK TWP	1.23	\$1,200.00
13 Martin Lane	STRASBURG TWP	0.47	\$500.00
Matthew Feiler SWM	MANOR TWP	3.60	\$650.00
Elam Stoltzfus Poultry Barn Major Mod	COLERAIN TWP	1.73	\$800.00
John Blank	LEACOCK TWP	0.64	\$500.00
1782 Lincoln Highway East	EAST LAMPETER TWP	0.96	\$2,300.00
LASA Harrisburg Pike Manhole GP03	EAST HEMPFIELD TWP	0.00	\$100.00
Freedom Land Phase 1 Waste and Borrow Area	EAST LAMPETER TWP	0.99	\$500.00
Camp Andrews GP01	DRUMORE TWP	0.00	\$100.00
Green Leaf Plants	EAST LAMPETER TWP	2.00	\$1,400.00

**Item IV.3
Extraordinary Give
Sallie Gregory**

The Extraordinary Give was held on November 19, 2021. With grateful thanks to 85 donors, the Conservation Foundation of Lancaster County raised \$7,135 in support of the Lancaster County Youth Conservation School and the Lancaster County Envirothons. Several donations were given in memory of and in honor of loved ones. Thank you to all who met Sonia's challenge. Thank you to the Social Media team of Amanda Goldsmith, Josh Slaymaker, and the Front Porch Baking Co. in Millersville. Amanda posted to the Lancaster County Conservation District sites, Josh Slaymaker posted to the Lancaster County Youth Conservation School sites, and Front Porch Baking Co. posted and shared day-of in-store profits with the Conservation Foundation of Lancaster County. The creativity and ideas shared from all involved helped to introduce new donors to the programs, the District, and the Foundation. Last year with over 60 donors, \$5,425 was raised. This year's total is a wonderful illustration of diverse communications and meaningful valued programs. We're very grateful for your generosity!

**Item IV.5
2022 PACD Winter Meeting Update**

Mark your calendars for the winter round of PACD committees, which will take place via video conference prior to the virtual 2022 PACD Executive Council Meeting. Registration is free, but required by visiting www.PACD.Org.

- January 5, 2022, 10-11 a.m., Conservation Committee Video Conference
- January 7, 2022, 10-11 a.m., District Employees Committee Video Conference
- January 11, 2022, 10-11 a.m., Education & Outreach Committee Video Conference
- January 14, 2022, 10-11 a.m., Legislative Committee Video Conference
- January 18, 2022, 10-11 a.m., Ways and Means Committee Video Conference
- January 19, 2022, 10-11 a.m., Operations Committee Video Conference
- January 27, 2022, 10-12 p.m. PACD Executive Council Video Conference