



**LANCASTER COUNTY CONSERVATION DISTRICT  
MONTHLY BOARD MEETING AGENDA**

Wednesday April 7, 2021  
Lancaster Farm & Home Center (Directors)  
<https://zoom.us/j/91731607863> (All Others)  
Business Meeting 7:30PM

Timer

- 7:30 Invocation – Ken Meck  
Call to Order, Chairman, Daniel Heller  
Welcome & Introductions – Heller  
Additions to the Agenda – Thompson  
Public Comment: Survey media/quests: Agenda items of interest? – Heller
- 7:40 I. Agency Reports
  - 1. USDA, NRCS (attachment) ..... 1
  - 2. PA DEP Field Rep Report (day of packet).....3
- 7:50 II. \*Consent Agenda
  - 1. Meeting Minutes (attachment) ..... 8
  - 2. Technical Assistance Requests/Cancellations (attachment)..... 12
  - 3. Nutrient Management Plan Approval (attachment) ..... 12
  - 4. Conservation Plans Acknowledgement (attachment)..... 12
- 8:00 III. Additional Business
  - 1. Items Removed from Consent Agenda ..... -
  - 2. Treasurer’s Report – Heistand (attachment) ..... 14
  - \*3. Personnel Committee/Request to Hire – Wasco/Thompson (attachment) ..... 17
  - \*4. DGR Committee Report - Kofroth (attachment).....20
  - \*5. Conservation Excellence Projects – Lutz/Bitting (attachment).....20
  - \*6. PENNVEST/Andy III – Thompson (attachment).....21
- 8:40 IV. Reports & Information
  - 1. Correspondence, News and Updates – Thompson .....23
  - 2. E&S/NPDES Monthly Projects Report – Snyder (day of packet)..... -
  - 3. Tree Sale Report – Kofroth/Gregory (attachment).....24
  - 4. Compliance and Complaint Investigations – Shearer/Seibert (attachment) .....24
  - 5. PACD Regional Director Meeting Report - Wasco (day of packet) ..... -
  - 6. Banquet Update – Hartz (attachment) .....25
- 9:20 VI. Public Comment
- 9:25 VII. Adjourn

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

Dates to Remember:

4/15, 8am-5pm, LCCD Tree Sale Distribution @ F&H	April 26-29, Sr High Envirothon, Central Park
	April 18-29, Conservation District Week

NEXT MEETING DATE: Wednesday, May 5, 2021 @ 7:30 p.m.  
At the Lancaster County Farm & Home Center

**\*Action Required**



Activity Report to LCCD Board of Directors for March 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\*:

FY20 Total (#)	FY20 Total (Ac)	FY21 Mo. Total (#)	FY21 Mo. Total (Ac)	FY21 Total (#)	FY21 Total (Ac)
49	2,805.9	3	109	6	272.6

\*SEE "ACKNOWLEDGMENT OF CONSERVATION PLANS" REPORT

Conservation Practice Installation Activities\*:

Practice Code & Name	FY20 Total	FY21 Mo. Total	FY21 Total
313 – Waste Storage Facility (no)	15	1	3
362 – Diversion (ft)	4,225	-	-
367 – Roofs & Covers (no)	7	-	-
382 – Fence (ft)	18,131	2,138	6,076
412 – Grassed Waterway (ac)	16.2	-	4.8
516 – Livestock Pipeline (ft)	381	-	585
561 – Heavy Use Area Protection (sq ft)	53,121	-	6,247
575 – Trails & Walkways (ft)	1,043	20	1,722
578 – Stream Crossings (no)	6	-	1
600 – Terraces (ft)	12,541	-	5,493
614 – Watering Facility	7	-	5
620 – Underground Outlet (ft)	8,816	666	2,400
634 – Waste Transfer System (no)	17	1	5
327 – CREP Conservation Cover (ac)	23.5	-	3.69
391 – CREP Riparian Forest Buffer (ac)	68.2	-	8.84
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	FY20 Total (#)	FY20 Total (\$)	FY21 Total (#)	FY21 Total (\$)
EQIP	25	\$2,016,210	-	-
CSP	-	-	2	\$122,679

- Financial Assistance Payments:

Program	FY20 Total (\$)	FY21 Mo. Total (\$)	FY21 Total (\$)
ALL PROGRAMS	\$1,765,177.99	\$107,266.07	\$747,408.72

**Environmental Quality Incentives Program (EQIP):**

- Sign-up #1 State Funding Categories Ranking Deadline – 3/26; Applications will begin to be selected for funding by the NRCS State Office the week following the deadline.
- Sign-up #1 Area & Local Funding Categories Ranking Deadline – 4/9
- Proposed allocation for Lancaster - \$1.8 million

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

- Agricultural Land Easement (ALE) Acquisition Activities:

Program/Activity	FY20 Total (#)	FY20 Total (ac)	FY21 Total (#)	FY21 Total (ac)
ALE Easement Requests	2	117	2	89.5
ALE Easement Closings	-	-	2	161.4

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

- Approved Plans:

	FY20 Total (#)	FY20 Total (Ac)	FY21 Total (#)	FY21 Total (Ac)
New	25	156.2	-	-
Re-enrollments	24	100.9	-	-

**Trainings:**

- 3/2 & 4 – Conservation Desktop & CART Training (Ramer)
- 3/4 – PA NRCS Engineering Training Series (Rice)
- 3/30 - 2021 Lancaster County Clean Water Fund Info Session (Grove)

Respectfully Submitted,



Heather L. Grove  
District Conservationist

## Item I.2

### April 2021 DEP Conservation District Field Rep Talking Points

**UPDATED Manure Management Manual Land Application of Manure FAQ Document** – On March 24<sup>th</sup> Kate Bresaw sent out an updated Manure Management Manual FAQ document. The previous version of the MMM FAQ was drafted in 2012 shortly after the current version of the Manure Management Manual was released. This updated version of the MMM FAQ, dated March 2021, reflects current interpretation of the regulatory guidance. Conservation Districts should update any materials referencing the content of the MMM FAQ to reflect the March 2021 version. Thank you to the County Conservation District that requested the review of this FAQ. Feedback from our County Conservation District partners is invaluable as we endeavor to maintain up-to-date and relevant materials to assist with program implementation.

This FAQ is posted to the DEP Manure Management Manual Webpage here:

<https://www.dep.pa.gov/Business/Water/CleanWater/AgriculturalOperations/ManureManagement/Pages/default.aspx> and cross-posted to the Nutrient and Manure Management Program Website here: <https://extension.psu.edu/programs/nutrient-management/manure/overview-of-deps-manure-management-manual/land-application-of-manure-frequently-asked-questions>.

**Watershed Specialist Funding Form/Renewal Request** - In 2018 the Districts and the Pennsylvania Department of Environmental Protection entered into new multi-year Conservation District Watershed Specialist grant agreements. This grant has a period of performance from July 1, 2018 through June 30, 2021. Only one year of funding is allocated to agreements, up to the maximum \$45,250.00 each year. District's with a Watershed Specialist Grant will need to complete the "Watershed Specialist Grant Renewal Request" form to have funds for Fiscal Year 2021 appropriated to their existing CDWS Grant Agreement. A Task and Deliverable Budget Worksheet, completed in Excel format, must be submitted with the Funding Renewal Request. Districts should use the "Conservation District Watershed Specialist Primer" to fit CDWS grant expenditures to a category and to further understand eligible and ineligible expenses. Once both pages of the Funding Form and the Task and Deliverable Budget Worksheet are complete, submit both documents to [RA-EPWATERPROGRAMS@pa.gov](mailto:RA-EPWATERPROGRAMS@pa.gov) no later than **May 31, 2021**. If you have a question regarding budget categories, expenses within a category or other questions, please reach out to your DEP CDWS Advisor or contact Jennifer Ritter ([jritter@pa.gov](mailto:jritter@pa.gov)) in the Grants Center.

**New Manager Orientation** - The 2021 New Manager Training program (formerly known as New Manager Bootcamp training) begins on Wednesday May 19 and will run through September. This year's training will feature a hybrid format including online and in-person instruction focusing on the areas of Conservation Partner Programs, Manager Leadership, and District Administration. Online sessions are scheduled weekly on Wednesday mornings starting May 19 and run through August (with breaks), and the program wraps up with a pair of in-person workshops scheduled for Tuesday September 14 as a "Pre-conference" meeting prior to the 2021 Management Summit on September 15-16.

This year's program is open to:

- District Managers who have started in their current position since 2019
- Newer District Managers who were unable to attend the 2019 New Manager Bootcamp training
- Assistant Managers who have been approved for this training by their district and by the Leadership Development program

Program agenda can be found at the [Building for Tomorrow website](#) - please contact LD Coordinator Matt Miller [mmiller@pacd.org](mailto:mmiller@pacd.org) to register or if you have any questions

**2021 Section 319 Virtual Watershed Planning and Implementation Meeting** – DEP is working with PACD to plan and host the 2021 Section 319 Watershed Planning and Implementation Meeting. This meeting will be held virtually on May 19 – 20, 2021. Conservation district staff and other entities involved with Section 319 Nonpoint Source Management projects will be invited to attend.

**Agricultural Energy Use Workshops** - As a first step in improving outreach to the ag community, DEP has partnered with Penn State Extension to provide Farm Energy Day workshops focusing on energy efficiency, solar energy, heating options, lighting, and biogas. These workshops have been scheduled as a virtual, 8-part webinar series that will be held Thursdays at noon beginning March 18, 2021. Please check Extension's website for additional details and the registration link here:

<https://extension.psu.edu/catalogsearch/result/?q=%22farm+energy+day>

DEP and Penn State Extension have also partnered to provide Pennsylvania farmers with a utility bill analysis upon request. Extension staff can help analyze your utility bills to help you understand your electricity use, bill charges, and potential ways to save energy. If interested in this free service, please contact Ed Johnstonbaugh with Extension at [exj11@psu.edu](mailto:exj11@psu.edu).

**EPA Nonpoint Source Technical Exchange Webinar Series** – EPA is hosting a series of webinars focused on a broad variety of nonpoint source topics. Upcoming and past webinars can be found here: <https://www.epa.gov/nps/nonpoint-source-pollution-technical-exchange-webinars>

**EPA Region 3 Section 319 Nonpoint Source Management – Quality Assurance Program Plans (QAPP) training** - EPA Region 3 staff will be holding a virtual session “Below the Surface of QAPPs for Nonpoint Source Programs” on April 13, 2021. The intended audience are state and local Section 319 program and project managers and participants. The objective is to understand how QAPPs fit into an overall quality system, know what is needed in each QAPP element, and take the proper steps after completion. Registration is required by April 6, 2021: <https://www.surveymonkey.com/r/DVRWRYF>

**102 ePermitting** — The tentative Chapter 102 ePermit release schedule has been updated, as follows:

- April 21, 2021- Individual Applications (New & Amendments)
- July 28, 2021- E&S Permit Applications (New & Amendments)
- September 29, 2021 – ESCGP-3 Applications (New & Amendments)

There have also been some updates to reference materials, such as:

- The **external Chapter 102 ePermit FAQ** is available on the [Chapter 102 ePermit System webpage](#). Please note that BCW is evaluating the ‘Consultant for Individual’ Option for registering for the 102 ePermitting system. If an applicant does not have a computer or use computers, please direct them to submit via paper at this time (See FAQ #13).
- The **internal Q&A Chapter 102 ePermit System** has been updated and is available on [Clean Water Academy](#). The update includes the addition of Questions 192-200.

Contact Tiffany Landis with questions [tilandis@pa.gov](mailto:tilandis@pa.gov)

**New GreenPort System** - which is powered by PA Keystone Login, was released on March 22. Conservation Districts use the GreenPort to access the Chapter 102 and 105 ePermit systems and CDFAP and Chesapeake Bay Reporting.

When you go to log in to [GreenPort](#), if you already have a Keystone login, you can use that to log in and import your old GreenPort account. If you do not have a Keystone account, **you will first need to register a new account and create a username**. The instructions are provided under the **‘Learn More’** button at the top of the GreenPort home page. Once you create a new account, you will then be prompted to import your former GreenPort account(s) and then can proceed from there.

**Statement of Financial Interests** - All Conservation District Directors are considered Public Officials and most District Employees are considered Public Employees. Any Conservation district employee that meets one or more of the criteria in the definition below **MUST** fill out a Statement of Financial Interest. Completing a statement is not optional. It is required by law. Statements are to be completed and filed with the Conservation District no later than May 1st. The general rule with this form is “when in doubt, fill it out”.

“Public Official” includes any person (*such as a conservation district director*) appointed by a governmental body (such as the board of county commissioners or the county council)

“Public Employee” includes any individual employed by the Commonwealth or a political subdivision (*like a conservation district*) who is responsible for taking or recommending official action of a non-ministerial nature with regard to: Contracting or procurement; Administering or monitoring grants or subsidies; Planning or zoning; Inspecting, licensing, regulating, or auditing any person; or Any other activity where the official action has an economic impact of greater than a de minimis nature on the interests of any person.

Please refer to the Director Handbook (pp. 4-6) or the Red Ethics Pamphlet (p. 12-15 & 31-36) for additional information. If you require additional forms go to [www.ethics.state.pa.us](http://www.ethics.state.pa.us) and click on "forms" on the left side of the page.

**Retaining Virtual Participation Options for District Board Meetings** – As district boards begin to hold in person meetings again, the State Conservation Commission recommends district continue to offer a way for board members, cooperating agencies and the public to participate in meetings either through conference call or video conference. Cooperating agency staff may not be allowed to attend in person meetings during this time and board members and the public may not feel comfortable attending. Providing a virtual option will allow greater participation in district board meetings.

Tips for holding virtual meetings:

- Meetings must comply with ALL Sunshine Act requirements
- Take a roll call to ensure minutes can accurately record directors present and that there is a quorum
- Provide an opportunity for public comment. Participants from the public who make comment should identify themselves
- Participants should announce themselves when speaking especially when making motions to ensure accurate recording of minutes
- Virtual meetings may be recorded. If it is recorded, you must announce that the meeting is being recorded
- Recordings of virtual meetings are public records under RTK if retained after the minutes are approved at the next board meeting.

### **Chesapeake Bay Update**

**Updated COVID-19 Inspection Guidelines** – March 17<sup>th</sup> the updated Chesapeake Bay Agriculture Initial Inspection Program (CBAIP) Interim Procedures During COVID-19 Public Health Emergency memo was sent to county Conservation Districts and DEP Regional Offices by Jill Whitcomb. The original interim procedures and Notice to Inspect template letter were provided to Chesapeake Bay CCD and DEP Regional Office management on April 2, 2020. This updated document was provided to assist in decision-making as it relates to conducting inspections as we continue to move into the future. Template letters were also attached to that email for your use when contacting agricultural operations for inspections. These letters were provided as Word files so that they are editable.

**Summer Interns Conducting Bay Inspections** - With the upcoming summer season, we wanted to respond to questions that we've received recently relating to using summer interns to conduct inspection activities. As a reminder, the inspector of record must have completed or actively be in the midst of completing adequate training according to the Training Plan described in the Chesapeake Bay Technician Agreement.

Please reference the CBAIP activities listed below which may be appropriate for individuals with limited training, such as summer interns, understanding supervision and oversight from a trained professional will be necessary:

1. Pre-Inspection Activities.
  - a. Provide administrative assistance with the pre-inspection notice mailing.
    - i. A trained professional should draft and sign all correspondence.
  - b. Attempt to contact the owner/operator in advance of the inspection to explain the purpose and arrange the date and time of the inspection.
  - c. Develop / print aerial maps of the operation for review by the inspector of record.
  - d. Assemble any known relevant planning documents for review by the inspector of record.
  - e. Prepare necessary supplies for the inspection.
2. Inspection Activities
  - a. May attend the inspection if accompanied by the inspector of record and all procedural guidelines to limit exposure to and spread of COVID-19 outlined in the inspecting agency's continuity of operations plan are followed.
3. Post-Inspection Activities
  - a. Provide administrative assistance with post-inspection correspondence.
    - i. A trained professional should draft and sign all correspondence.
  - b. Input data elements of the Inspection Report in the PracticeKeeper Database if not completed during the inspection.
    - i. Must complete the Clean Water Academy Course, *Completing Agriculture Inspections in the PracticeKeeper Database*, <https://pacleanwateracademy.remote-learner.net/course/view.php?id=410>, and maintain appropriate oversight from a trained professional to ensure data consistency and integrity.

**Pennsylvania's Phase 3 Watershed Implementation Plan – monthly e-newsletter**

The Department of Environmental Protection Chesapeake Bay Office (CBO) produces a monthly newsletter to showcase progress and updates on the statewide Phase 3 Watershed Implementation Plan and our local partners' Countywide Action Plans. Our newsletter will highlight activities from the CBO and our partnering counties, agencies, and action team leaders; reporting and data tools; funding and grant opportunities; and major announcements.

<https://www.dep.pa.gov/Business/Water/Pennsylvania%E2%80%99s%20Chesapeake%20Bay%20Program%20Office/WIP3/Pages/Newsletter.aspx>

**Dates to Remember:**

**SCC Meetings – 1:00 PM**

Virtual Meeting	May 11
Virtual Meeting	July 13

**SCC Conference Calls – 8:30 – 10:00 AM**

Conference Call	April 13
Conference Call	June 8

**PACD Spring Regional Meetings** – All will be Virtual 10:00 am -12:00 pm

North West Region

April 8

North East Region

April 16

**Agricultural Technician Training**

Boot Camp I – ‘Basic’

April 12 – 16, 2021 (Virtual/Classroom)

August 2-4, 2021 (Field)

Boot Camp II – ‘Advanced’

April 26 – 30, 2021

**New Manager Orientation**

Virtual Sessions

Weekly on Wednesdays starting May 19

In-person

Tuesday September 14

**Also**, check the Conservation District Training/Special Events Calendar at, [www.PACD.org](http://www.PACD.org) Select the "Events" tab and then the "Training Calendar" tab.



Item II.1  
**LANCASTER COUNTY CONSERVATION DISTRICT  
BOARD MEETING MINUTES  
March 3, 2021**

The 827<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 Wednesday, March 3, 2021, at 7:30PM.

**The following Directors were present:** Daniel Heller, Chairman; Herb Kreider, Kent Weaver, Treasurer; Roger Rohrer, Jay Snyder, Bob Shearer, Ken Meck, Sonia Wasco and Commissioner Ray D'Agostino.

**The following Associate Director was present:** Greg Strausser.

**The following District Staff were present:** Christopher Thompson, Gerald Heistand, Jeff Hill, Rich Snyder, Kent Bitting, Matt Kofroth, Kevin Lutz, Samantha Adams, Sallie Gregory, Amanda Goldsmith, Shelly Dehoff, Adam Stern and Suzanne Kopp.

**The following Cooperating Agency representative was present:** Heather Grove, Natural Resources Conservation Service.

**The following guests were present:** None

Chairman Dan Heller called the meeting to order at 7:43 p.m. Dan welcomed everyone and asked if there were any introductions to be made – none were made. Adam Stern wanted everyone to know that the meeting was being recorded.

Bob Shearer provided the invocation for the meeting.

**Additions to the Agenda:** Chris Thompson stated there was one addition to the agenda – Request for a letter of support for NFWF funding for Denver Borough.

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

### **I. Agency Reports**

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

Heather Grove offered no additions to the report this month. No questions were raised. Chris Thompson asked Heather to update the Board on the NRCS Covid plan. Heather stated that in the past the USDA was using the dashboard system to monitor County by County and case by case. The newest guidelines are stating that NRCS offices will stay in Phase 1, which means one person at a time will be rotating into the office daily. They will remain in Phase 1 until most of the Country is vaccinated, which means it will be several more months in Phase 1. Chris wanted the Board to know that this effects the way we operate since we share office space with NRCS.

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

Chris Thompson gave an update for Elwood Blake, from the Field Report Notes. Chris wanted to highlight the Leadership Development classes that he and Sonia Wasco participated in that were very beneficial. The second item Chris highlighted was the Statement of Financial Interest Ethics form that is due by the May 1, 2021 deadline. He requested that everyone fill one out and submit it to the office by the deadline.

The Chesapeake Bay updates and the Conservation Excellence Grant Funding will be extended and that is all in the field notes, but Kevin Lutz and Kent Bitting will be reporting on that later in the meeting.

Funding for the Ag Reimbursement Plan to be used by farms to have an Ag E&S or Manure Management Plan written and implemented. The request needs to be submitted by April 1, 2021.

## Item II.1

Please note the following upcoming meetings: The SCC Meeting will be held on March 9, 2021 and the South-Central Regional Directors Meeting will be held on March 24, 2021.

### **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. Hearing none, Herb Kreider moved to approve the Consent Agenda which included items numbered one through four. Bob Shearer seconded the motion. Motion passed unanimously.

The Consent Agenda includes the following approved items.

- #1 – Minutes of February 10, 2021 Board meeting**
- #2 – Technical Assistance Requests/Cancellations**
- #3 – Nutrient Management Plan Approvals**
- #4 – Conservation Plan Acknowledgement**

### **IV. Additional Business**

#### **1. Items removed from Consent Agenda**

There were no items removed from the Consent Agenda.

#### **2. Treasures Report**

Gerald Heistand reported on the income and expense report. Gerald stated that comparing the balance sheet to one year ago shows a big difference and the reason for that difference is due to 2020 reimbursement requests being delayed and received in 2021.

Chris Thompson commented on the County Commissioner funding, stating that last year we received a monthly allocation and this year we received a one lump sum for the full years amount.

#### **3. DGR/QAB Project Approval**

The Lancaster County Conservation District's Dirt & Gravel Road Quality Assurance Board (QAB) met prior to the March 3<sup>rd</sup> District Board meeting. The Dirt & Gravel Road QAB reviewed 5 Dirt & Gravel Road applications submitted by 5 municipalities requesting over \$157,000. The Lancaster County Dirt & Gravel Road Program had approximately \$120,000 to allocate to local projects. The QAB would recommend awarding contracts to Elizabeth Township and Martic Township for their Dirt & Gravel Road projects in 2021. These projects will also be submitted to the SCC for their approval as per their program requirements. It should be noted that last year's Dirt & Gravel Road contract with Elizabeth Township for \$61,077 for the Pumping Station Rd. culvert project was cancelled and added to the total grant dollars for this year. This allowed the QAB to allocate \$180,000 this year thus these two projects could be funded this year.

Herb Kreider moved to accept the recommendation from the Dirt and Gravel Road committee. Roger Rohrer seconded the motion. Motion passed unanimously.

#### **4. Conservation Excellence Projects**

Kent Bitting reported that there is one CEG Grant application for approval this month. The grant is for Lloyd Reiff to expand his stacking storage area. This is a District project, which means that someone from the District will be onsite throughout the implementation of the project. The total amount of the CEG funds being requested is \$17,302.50.

Jay Snyder moved to approve the project for the CEG funds. Kent Weaver seconded the motion. Motion passed unanimously.

**5. Personnel Committee Report**

Sonia Wasco reported that Jeff Hill has submitted a resignation letter to the District and his last day will be March 19, 2021. The Committee would like to request permission to advertise to fill this position. Chris Thompson added that Kevin Lutz, the Assistant Program Manager will be the interim Program Manager until the position is filled. Chris would like the position filled by the end of March 2021.

Dan Heller thanked Jeff Hill on behalf of the Board for his 16 years of service to the LCCD.

Sonia Wasco moved to post and interview applicants to fill the Ag Manager position. Herb Kreider seconded the motion. Motion passed unanimously.

Sonia Wasco also reported that the District Operating Committee has written SOPs for the telework and social media guidelines. Ray D'Agostino voiced a concern about who would be managing the social media sites and Chris replied that they are looking into a governing software to make sure that the District is represented correctly.

**V. Reports/Information**

**1. Correspondence, News and Updates**

Chris Thompson reported on the 2019 Penn State Farmer Survey regarding their self-funded BMP's. It is a summary of numbers found in the day of packet. This summary of numbers shows that Lancaster really is doing a lot of work that is not even being counted in the Bay Model. Additional work is being done by PSU to verify the data and will eventually supplement our BMP reported numbers.

**2. E&S/NPDES Monthly Projects Report**

Rich reported that the DEP 102 e-permitting report referenced SOPs and internal reference materials and that DEP has never communicated any of these informational materials to the Districts. There continues to be a disconnect between DEP and the District.

For the month of February, E&S has seen a significant increase in projects received. There were 40 new applications for the month of February. Complaints received had increased this month. Revenues are up as a result of the increase in projects received as well as the fee schedule increase. Plans to highlight for the month are the Walnut Street Extension and also the Route 222 and Route 30 expansion projects.

Gary Schatz Garage in Mount Joy Borough was submitted to the Environmental Hearing Board in January. Judge Labuskes ordered that the Appellant's motion for summary judgement is denied. Rich stated that the work to get this information collected for the hearing was an entire E&S team effort and task significant hours to compile.

**3. Tree Sale Update**

Sallie Gregory reported that the tree sale orders are coming in on schedule and we are planning to do a drive-thru distribution again this year.

**4. Strategic Planning Update & Review**

Chris Thompson reviewed that last month we went thru and detailed each program. The Strategic Plan for the Foundation was to bolster our Board of Directors with the Foundation. Another initiative the Foundation is working towards is filling the Grant Manager position by June 2021.

**5. Litigation Update**

Chris Thompson reported that the Ronald Gantz lawsuit against the District had been dropped by Mr. Gantz. A copy of the signed "Praecepto to Discontinue" was included in the day of packet.

Another case the District is being brought into is a manure management case in the Southern End will be reported next month.

Item II.1

**Additions to the Agenda:**

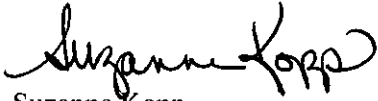
Jay Snyder reported on a NFWF funding proposal from Ephrata Borough for a restoration project on Gross Run in the Cocalico Watershed. A letter of support from the District will be provided for this important work.

**Additional Public Comment:**

Roger Rohrer commented that Lancaster County is being hit hard with development pressures and we are losing farmland. Roger stressed that educating people about the importance of farmland is a key to stop farmland from being developed into housing.

**Meeting Adjourned**

Chairman Heller officially adjourned the meeting at 9:00pm.



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 (Hill)**  
**March 2021 Activity**  
**April 7, 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 #
Jonathan & Anna Jane Brubaker	Brecknock	Turkey	CAO	285.74	Heigel	1966
S. & A. Kreider & Sons, Inc.	East Drumore	Dairy	DAFO/CAO	2.98	Adams	250

**Item II.4**  
**Acknowledgement of Conservation Plans (Hill)**  
**The Lancaster NRCS Field Office recommends the following plans for the**  
**April 7, 2021 Board Meeting:**  
**NATURAL RESOURCES CONSERVATION SERVICE**

Conservation Plans	Number of Plans	Planner	Township
First Fruits Farm (Jordan Martin)	3	Christine Griesemer	East Cocalico

**LCCD AG EROSION & SEDIMENTATION PLANS**

<b>Conservation Plans</b>	<b>Number of Plans</b>	<b>Planner</b>	<b>Township</b>
Noah Stauffer	1	Greg Heigel	West Earl
Josh Weaver	1	Maddie Klein	West Cocalico
Marlin Stauffer	1	Greg Heigel	West Earl
Steve Kauffman	1	Samantha Adams	Fulton

2:12 PM  
03/22/21  
Cash Basis

**Item III.2**  
**Lancaster County Conservation District**  
**Balance Sheet**  
As of March 22, 2021

**ASSETS**

Checking/Savings

District General Fund

1001 · General Fund INVEST 647,851.59

1015 · General Fund Checking 277,676.37

Total District General Fund 925,527.96

E & S

1002 · E & S - A

Reserved-E&S Vehicle - A -5,495.34

1002 · E & S - A - Other 332,150.81

Total 1002 · E & S - A 326,655.47

1005 · Clean Water - R 302,426.68

Total E & S 629,082.15

1006 · Separation

SWAT Separation - R 450.99

1006 · Separation - Other - A 54,813.58

Total 1006 · Separation 55,264.57

1007 · Reserve

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

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

Reserved-LCCD Health 17-18 - A 56,544.59

Reserved-Capital - A 53,726.87

Reserved-Communication - A 24,000.00

Reserved-Computer Hardware - A 16,725.77

Reserved-Software Maintenance-A 18,048.80

Reserved-NM Program - A 177,165.52

Reserved-Admin Vehicle - A -7,051.60

Reserved-NMP Vehicle - A 29,494.20

1007 · Reserve - Other 339,098.64

Total 1007 · Reserve - U 794,957.79

1008 · Scholarship - C

Bond Unrealized Gain/Loss - C 1,457.50

Scholarship Bonds - C 35,000.00

1008 · Scholarship - C - Other 32,359.67

Total 1008 · Scholarship - C 68,817.17

1009 · Dirt & Gravel Roads - R 132,824.88

1013 - Exelon - R 463,257.64

1014 - Low Volume Roads - R 240,283.19

1115 · Conservation Excellence - R 502,585.66

1003 · Youth Conservation School - C 25,928.20

1017 · Self-Funded Health Insurance -R 60,179.51

**TOTAL ASSETS 3,898,708.72**

\$647,067.26	General Operations - U
\$66,877.65	DGR/LVR Admin & Edu - A
\$103,542.62	Grants without bank account - R
\$43,190.88	Activities Account - A
\$64,849.55	Tree Fundraiser Account - U
<b>\$925,527.96</b>	<b>TOTAL</b>

\$947,396.73	A - Assigned Funds
\$94,745.37	C - Committed Funds
\$1,805,551.17	R - Restricted Funds
\$1,051,015.45	U - Unassigned Funds
<b>\$3,898,708.72</b>	<b>TOTAL</b>

2:12 PM  
03/22/21  
Cash Basis

Lancaster County Conservation District

**Balance Sheet**

As of March 22, 2021

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**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Other Current Liabilities**

2200 · YCS Liability 25,928.20

2016 · Health Insurance Liability 60,179.46

**Total Other Current Liabilities** 86,107.66

**Total Current Liabilities** 86,107.66

**Total Liabilities** 86,107.66

**Equity**

3000 · Opening Bal Equity 893,610.68

3900 · Retained Earnings 2,765,827.41

Net Income 153,162.97

**Total Equity** 3,812,601.06

**TOTAL LIABILITIES & EQUITY** 3,898,708.72



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

	General Operations	E&S	Activities	Grants	Scholarship	Separation/ Reserve	Jan 1 - Mar 22, 2021	Budget YTD	\$ Over Budget
<b>Income</b>									
520 · County Funding	302,500.00					35,000.00	337,500.00	62,096.76	275,403.24
530 · Program Contracts	427,683.23						427,683.23	387,637.77	40,045.46
560 · Grant Administration	71,068.76			13,312.00			84,380.76	100,557.48	-16,176.72
570 · Grant Project Income				259,066.00			259,066.00	763,387.10	-504,321.10
580 · Fee / Reimbursement Income	436.25		2,000.00				2,436.25	2,833.90	-397.65
581 · E&S102 Review Fees		112,872.00					112,872.00	116,038.29	-3,166.29
582 · NPDES Permit Fees		23,500.00					23,500.00	19,871.00	3,629.00
583 · 105 CWF Fees		2,750.00					2,750.00	3,800.32	-1,050.32
590 · Interest Income	66.05	82.72		195.69	444.25	111.71	900.42	1,084.55	-184.13
540 · Activity Income	50.00		3,000.00				3,050.00	7,310.52	-4,260.52
585 · Tree Sales Income			33,142.02				33,142.02	22,741.94	10,400.08
595 · Other Income	432.26						432.26	45.13	387.13
599R · Interfund Transfer In						1,438.76	1,438.76	16,225.00	-14,786.24
<b>Total Income</b>	<b>802,236.55</b>	<b>139,204.72</b>	<b>38,142.02</b>	<b>272,573.69</b>	<b>444.25</b>	<b>36,550.47</b>	<b>1,289,151.70</b>	<b>1,503,629.76</b>	<b>-214,478.06</b>
<b>Expense</b>									
7100 · Staff Salary	349,436.74	87,753.18					437,189.92	464,624.16	-27,434.24
710 · All Emp Benefits	89,559.22	23,417.44	0.00				112,976.66	160,516.87	-47,540.21
720 · Vehicle & Travel Expenses	5,005.44	2,094.75		28.00			7,128.19	9,495.23	-2,367.04
722 · Meeting Expenses	79.31			55.00			134.31	4,942.97	-4,808.66
730 · Supplies	1,869.42	305.87	155.80	1,151.06			3,482.15	5,278.19	-1,796.04
735 · Communication Costs	1,287.85	5.29					1,293.14	2,020.91	-727.77
740 · Postage	637.80	421.49	1.42	2.04	13.50		1,076.25	2,359.80	-1,283.55
745 · Office Rent	20,955.90	4,889.70					25,845.60	23,636.84	2,208.76
750 · Equipment	4,543.00			810.00			5,353.00	7,888.53	-2,535.53
830 · Administrative	29,120.26			45.00		5,975.00	35,140.26	30,896.02	4,244.24
810 · Activity Expenses			1,246.85				1,246.85	26,225.19	-24,978.34
820 · Grant Project Expenses				503,567.49			503,567.49	957,161.29	-453,593.80
805 · Allocated Cost Transfer	-7,812.37	7,812.37					0.00	-0.55	0.55
890 · Miscellaneous Expenses	116.15						116.15	575.81	-459.66
895 · Contingencies							0.00	169.35	-169.35
899E · Interfund Transfer Out	1,438.76						1,438.76	16,225.00	-14,786.24
<b>Total Expense</b>	<b>496,237.48</b>	<b>126,700.09</b>	<b>1,404.07</b>	<b>505,658.59</b>	<b>13.50</b>	<b>5,975.00</b>	<b>1,135,988.73</b>	<b>1,712,015.61</b>	<b>-576,026.88</b>
<b>Net Income</b>	<b>305,999.07</b>	<b>12,504.63</b>	<b>36,737.95</b>	<b>-233,084.90</b>	<b>430.75</b>	<b>30,575.47</b>	<b>153,162.97</b>	<b>-208,385.85</b>	<b>361,548.82</b>

### Item III.3

#### Personnel Committee Report/Request to Hire

##### Summer Intern

In early March District staff (Gregory & Kofroth) interviewed 4 college students that had applied for a summer internship position with the Conservation District. The four students interviewed were selected out of 6 applicants that submitted information compiled by District HR. Staff felt these four applicants had exemplary skills suited for the internship position. From these four applicants 1 rose to the top during the interview process and we would like to offer the summer internship position to this individual.

Breanna Beers is a senior at Cedarville University which is located in western Ohio. Breanna, who is from Lancaster County, is majoring in Molecular and Cellular Biology in school. Breanna has interned with Eurofins the previous two years as a Quality Assurance intern and has been doing research on macroinvertebrates in Ohio streams for Ohio's DEP. Brenna is also edit-in chief of the university newsletter. Breanna will be starting her internship position with the Conservation District on May 17<sup>th</sup> and will work through August 6<sup>th</sup>. (resume attached)

The intern will be paid \$10.00/hr. Her focused work will be with the Watershed and Environmental Education programs. In addition to assisting all District staff, the intern will have several projects she will be tasked with completing before she finishes working for the District. Funds to pay for the intern will come from a line item in the 2021 District budget for interns.

Submitted by Matt Kofroth & Sallie Gregory

##### Agricultural Program Manager

Last month you approved to advertise the open Agriculture Program Manager position. With Paragon's assistance we received 4 applications. The interview was conducted by Sonia Wasco, Kevin Seibert and Chris Thompson on March 25<sup>th</sup> and they unanimously agreed to put forward Kevin Lutz as their chosen candidate for the open position.

Kevin is a known entity at LCCD and is currently the acting Program Manager. He has been the assistant program manager 10 of his 15 years at LCCD; is well qualified for this position and; already has the experience and respect with staff and the ag community to effectively manage the Lancaster Ag Program. His updated resume is available for review if requested.

If the Board approves offering Kevin the Program Manager position he will begin serving in this capacity on April 8<sup>th</sup>.

**\*Action Required**

# BREANNA BEERS

breanna.joyb@gmail.com  
1818 Longview Drive, Lancaster, PA 17601  
(717) 208-4239

## SUMMARY

Highly motivated molecular/cellular biology student who loves to learn seeking environmental conservation internship in the Lancaster area. Published in *Cedars*, the Cedarville University campus newspaper; *Bioethikos*, the Center for Bioethics blog; and *Bioethics in Faith and Practice*, a peer-reviewed academic journal. Willing to work hard to pursue excellence, and desires to find an organization to grow with while achieving company goals. Received high recommendations from professors and past employers for dedication, enthusiasm, and quality of work.

## EDUCATION

**Cedarville University, 2017-present**

**Cumulative GPA:**

**4.0**

**Bachelor of Science: Molecular and Cellular Biology**

Anticipated graduation: May 2021

Minors in Bioethics, Bible, Honors Program

## RESEARCH EXPERIENCE

### Research

- Analysis of aquatic insect distribution in Ohio streams to assess environmental health 2021
- Netrin signaling in *T. Thermophila* by genomic and proteomic analysis 2019

### Peer-reviewed publication 2019

- "The Ethics of IVF." *Bioethics in Faith and Practice*. 2019, DOI: 10.15385/jbfp.2019.4.1.3. 2019

## EMPLOYMENT HISTORY

**Editor-in-Chief, Cedars**

2017-2021

- Became the only underclassman on editorial staff and was later promoted to editor-in-chief supervising over 30 staff members, including trained journalism majors
- Wrote and edited award-winning stories on diverse topics
- Successfully transformed publication format from monthly newsletter to consistent online content and biannual magazine, which increased readership dramatically

**Quality Assurance Intern, Eurofins Lancaster Laboratories, Inc.**

2018-2020

- Summer position extended to span three years due to quality of work

**Writer, Bioethikos**

2019

- Achieved publication alongside professors and graduate students as a sophomore undergraduate by analyzing ethical implications of current scientific developments

**Tutor/Teacher's Aide, Cedar Cliff School District**

2018

- Brought student's grades from D- to B in less than three months

**Sales Associate, Apricot Lane Boutique**

2017-2018

- Achieved the highest sales record of all employees excluding manager

**SKILLS****Experience:** Research, written and oral communication, leadership, teamwork, education, policy analysis, biology, chemistry, genetics**Character:** Curious, adaptable, self-motivated, organized, quick to learn, hardworking**Laboratory:** Dissection, light microscopy, immunofluorescence, immunoprecipitation, gel electrophoresis (agarose, SDS-PAGE), ELISA, gel filtration, thin layer chromatography, size exclusion chromatography, bacterial culture and transformation, PCR, CRISPR-cas9, western blot, restriction digest, microarray, titration, extraction, distillation, mass spectrometry, NMR spectroscopy**Software:** Microsoft (Word, Excel, PowerPoint, Publisher), Google Suite (Docs, Sheets, Slides, Forms), JMP, Adobe InDesign, GIMP, Corel Painter Essentials**ADDITIONAL EXPERIENCE****Student Writer, National Association Of Science Writers** 2020

Pitched, wrote, edited, and published a news article presenting scientific concepts to a lay audience

**Overseas Volunteer** 2020Five-month gap semester teaching ESL in Tuxpan, Veracruz, Mexico  
Intermediate Spanish speaking/listening and advanced reading/writing**Student Ministries Intern, Lancaster Evangelical Free Church** 2020

Mentored high school girls and planned events for 30-100 attendees

**Varsity Debate** 2019

4th place of over 30 teams

**Model United Nations** 2018

Won highest individual and team awards (Outstanding Delegate, Outstanding Delegation) at national competition with several thousand delegates

**Discipleship Leader** 2018

Mentored and counseled peers

**HONORS AND AWARDS****Society of Professional Journalists Mark of Excellence Awards**

- Best student podcast 2020
- In-depth reporting (2) 2019
- General news reporting 2019

**Academic Awards**

- Dean's List 2017-2021

**Scholarships**

- Cedarville Excellence Award 2020-2021
- Faith and Science Integration Scholarship 2020-2021
- President's Society Fellows Scholarship 2017-2021
- Cedarville University Founder's Scholarship 2017-2021
- President's Ministry Impact Scholarship 2017-2021

### Item III.4

#### Dirt & Gravel/Low Volume Road Settlement Agreement

During last year's Quality Assurance/Quality Control (QAQC) review of Lancaster's Dirt & Gravel and Low Volume Rd. Program the review team found deficiencies and policies that our program was not fully following. As a result of these findings the State Conservation Commission has issued a Settlement Agreement for our program for the 2021/2022 year. The Settlement agreement calls for a reduction in our allocation for next year of about 60% (\$192,4949 plus a \$25,000 one-time penalty). They are also requesting some additional items under this Settlement agreement from the District, such as; Commission approval on all future projects before contracts are awarded, a revised cost allocation accounting sheet to account for program funds, more detailed quarterly reports, and additional QAQC visits by SCC.

The District staff has been working on plans to address these settlement agreement items and several have already been in the works for over a year now. This would be a one-year reduction in funding to this program and because of the fiscal due diligence of the Dirt and Gravel Rd./Low Volume Rd. Quality Assurance Board members and District staff funds from previous years are still in the program so most grantees should not notice a reduction in services provided and/or grants awarded. Although District staff does not feel the penalties laid out by the SCC are fully justified for the deficiencies noted in the QAQC report we have agreed to sign the settlement and to move forward with the requirements in the agreement to put this chapter of the program behind us.

### Item III.5

#### Conservation Excellence Grant Approval

The Conservation Excellence Grant (CEG) currently has eight applications that have been reviewed by district staff and is ready for board action. The following table outlines the projects and amounts requested.

<b>Landowner</b>	<b>District/Private Consultant</b>	<b>Municipality</b>	<b>BMPs</b>	<b>Total Project Cost</b>	<b>Total Grant Requested</b>
Nathan Nolt	District	East Earl Twp.	Gradient and Pipe Outlet Terraces	\$24,925.00	\$18,694.00
Andrew Jackson	District	Little Britain Twp.	Pipe Outlet Terraces	\$18,061.00	\$13,545.75
Francis Possesky	District	Caernarvon Twp.	Grassed Waterway and Basin with Pipe Outlet	\$11,368.61	\$8,526.46
Dale Graybill	District	Rapho Twp.	Manure Stacking Area Expansion	\$9,625.00	\$7,218.00
Galen Martin	District	Caernarvon Twp.	Livestock Stream Crossing	\$10,195.14	\$7,646.36
John I. Stoltzfus	District	Upper Leacock Twp.	Roofed Manure Stacking Area	\$76,490.14	\$57,367.77
Gary Burkholder	District	West Earl Twp.	Grassed Waterway	\$10,775.71	\$8,081.79
Melvin S. Stoltzfus	Team Ag	Salisbury Twp.	Roofed Heavy Use Area, Roofed Manure	\$120,507.00	\$90,380.00



March 29, 2021

Lancaster County Conservation District  
Attn: Chris Thompson (by e-mail)

***Re: Andy Ill - 2143 East Mt Hope Rd, Manheim, PA 17545 - Penn Township / Lancaster County***

Chris:

Thank you for your interest and support to date for the proposed improvements at the family dairy and crop farmed owned by Andy Ill and Family in Penn Township/Lancaster County.

As you know from our recent pre-application meeting with PENNVEST & DEP, we are pursuing an NPS-PENNVEST grant to address the resource concerns at the farm. The Ill Family is also working with Matt Royer of the Penn State Environment Center to do stream restoration and buffer work on the west side of the road. We are currently developing the design plans for the proposed Ag BMPs, which will also require an NPDES stormwater permit and an approved Township Stormwater Management Plan.

The project will involve, at a minimum the following BMPs:

- Waste Storage (313)
- Waste Transfer (634)
- Heavy Use Area (561)
- Roofs & Covers (367)
- Access Road (560)
- Underground Outlet (620)
- Structure for Water Control (587)
- Critical Area Planting (342)
- Roof Runoff Structure (558)
- Riparian Forest Buffer (391)

Over the course of the next month we will be detailing the plans out further and refining our cost estimate with intentions of submitting the project to PENNVEST for their review at the May 5<sup>th</sup> application cut-off. Our preliminary project cost estimate is \$750,000. While we recognize the steep costs associated with these improvements, we also note how willing and supportive the Ill Family is in working with Matt Royer, the District and various other parties on the stream restoration work. The project in total has been described by Matt Royer as "the most impactful project" that he and his group have tackled to date.

As you are aware, we have recently started our own respective businesses after 12+ years at Red Barn Consulting, Inc. The two of us were responsible for all NPS PENNVEST project work at Red Barn Consulting and have successfully managed >15 different projects with PENNVEST involvement, many of which are located here in Lancaster County. We work together on many projects, with Jeff Ainslie of Scotch Hill Solutions, Inc typically providing organizational planning and coordination of the project, while Matt Brubaker, PE is the project Engineer of Record/Technical Service Provider (PA License #PE074213 & NRCS TSP #05-4884).

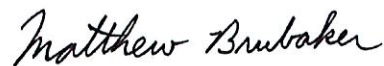
We respectfully request the Conservation District Board's support for this project as the sponsor/applicant role. Upon approval, we will certainly execute all appropriate agreements between ourselves and the District. For simplicity, we anticipate all work to be submitted by, and all agreements/contracts to be held by Scotch Hill Solutions, Inc.

Thank you again for your help and interest in this exciting project. Please see the attached documents that highlight the objectives and improvements we are trying to achieve.

Sincerely,



Jeff Ainslie  
Scotch Hill Solutions, Inc  
Owner / Project Manager  
352 Harvest Drive  
Lititz, PA 17543  
717-278-1874  
[jeffa@scotchhillsolutions.com](mailto:jeffa@scotchhillsolutions.com)



Matthew Brubaker, PE  
Terrain Engineering, LLC  
Owner / Professional Engineer  
1455 Abbas Ave  
Lancaster, PA 17602  
717-209-0513  
[mattbrubaker@hotmail.com](mailto:mattbrubaker@hotmail.com)

## **Item IV.1**

### **Correspondence, News & Updates (Revised)**

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

- Thank You – Charlotte D. Sprenkle – Andy Nissley – March 17, 2021
- Obituary – Patrick J. Fasano – Lancaster Newspaper – February 26, 2021
- Article – Spotted Lanternfly – Lancaster Newspaper – March 26, 2021



			Stacking Area, Underground Outlet		
<b>Totals</b>				<b>\$281,947.60</b>	<b>\$211,460.13</b>

CEG Funds Requested: \$211,460.13

The Acting Ag Program Manager and District Engineer recommend positive action for approving \$211,460.13 worth of CEG funding for the multiple applications.

**\*Action Required**

**IV. Reports & Information**

**Item IV.3**

**Tree Sale Report**

The Lancaster County Conservation District 47<sup>th</sup> Annual Tree Seedling Sale pick up will be held Thursday, April 15. 433 orders will be pre-packaged for customers. April 15<sup>th</sup>, from 8 am – 5 pm, customers may pick up their orders by drive thru in the front parking area of the Farm and Home Center campus.

**Item IV.4**

**Bay Compliance Inspections**

As the Board is fully aware, the District’s 3-person department has lost two of its team members who moved on to other careers. Justin Furnia left in mid-December and Francesca DePrator left in mid-January. Bay Inspections have been suspended since mid-January so that the follow up work generated by previous inspections by three inspectors could be dealt with in a timely manner.

The District hired 2 individuals who started on February 1<sup>st</sup>, which ended up being a snow day, so they started on February 2<sup>nd</sup>. Adam Seitz and Ben Seldomridge have been training ever since. We have been out in the field where we have performed some Bay Compliance Inspections and followed up on “Covid” letters or letters of intent to inspect that the prior inspectors sent to previously selected landowners.

With this said, the Bay Compliance Inspection Team will not be making our numbers for the fiscal year 2020-2021. The loss of two team members within 30 days of each other cannot be mitigated fast enough to get back on track. Be assured that the Compliance Team will do its best for the remainder of this fiscal year and get as many inspections on the books as possible. DEP has been informed of our current situation and is aware of our predicament here in Lancaster.

**Ag Complaint Referral**

A complaint was called into the District towards the beginning of March 2021. The property owner and operators name is William D. Coleman and the property is located at 262 Hopeland Road in Elizabeth Township, Lancaster County, PA. The complaint was concerning this pastured pig operation and the earth disturbance, creating ACA’s/AHUA’s caused by the pigs. During the initial phase of the investigation, it was brought to my attention that the landowner, according to the Lancaster News Paper (LNP), “William Disston Coleman, 68 of Lititz was charged with terroristic threats after he threatened to kill an employee of the Paul B. Zimmerman’s Hardware Store.... on March 10<sup>th</sup>....”

This revelation required consultation with my supervisor, Jeff Hill. Jeff directed me to promptly refer this complaint to DEP. A call to David Gates with the SCRO of DEP concurred with Jeff Hill's assessment.

This complaint case has been referred to SCRO of DEP on 24 March 2021 by Email.

#### **Item IV.6**

##### **Banquet Committee Update**

The Banquet Committee met on Friday March 19<sup>th</sup> 2021 to discuss planning options. The committee was looking into potentially holding a smaller condensed ceremony that would have followed the CDC guidelines. After many considerations and discussions, the committee decided to retain the March 2020 banquet recipients until we can hold a normal banquet so that we can properly recognize the dedication and hard work of the award winners. The committee will continue to monitor the Covid-19 restriction as to when a future banquet may be held.

The Banquet Committee has also decided to gather donations and hold an online auction to help raise funds for the scholarship committee. Letters will be sent out in April to start requesting donations. The online auction will be held for a week in August. The dates are still yet to be determined. If anyone would like to make a donation to the auction, please email Adam Hartz at [adamhartz@lancasterconservation.org](mailto:adamhartz@lancasterconservation.org).