



# LANCASTER COUNTY CONSERVATION DISTRICT MONTHLY BOARD MEETING AGENDA

Wednesday August 3, 2022  
Lancaster Farm & Home Center  
Zoom Info: <https://zoom.us/j/91731607863>  
Business Meeting 7:30 PM

Timer

- 7:30 Invocation – Jay Snyder  
Call to Order, Chairman, Dan Heller  
Welcome & Introductions – Dan Heller  
Additions to the Agenda – Christopher Thompson  
Public Comment: Survey media/quests: Agenda items of interest? – Dan Heller

Page #

7:40	I. <u>Agency Reports</u>		
	1. USDA, NRCS (attachment) .....	1	
	2. PA DEP Field Rep Report (day of packet).....	-	
7:45	II. <u>*Consent Agenda</u>		
	1. Meeting Minutes (attachment) .....	3	
	2. Technical Assistance Requests/Cancellations (attachment).....	8	
	3. Nutrient Management Plan Approval (attachment) .....	8	
	4. Conservation Plans Acknowledgement (attachment).....	9	
7:55	III. <u>*Additional Business</u>		
	1. Items Removed from Consent Agenda .....	-	
	2. Treasurer’s Report – Heistand (attachment) .....	10	
	*3. Personnel Committee Report/Request to Hire & Advertise – Wasco (attachment).....	13	
	*4. Nutrient Management Delegation Agreement – Lutz/Bitting (attachment) .....	13	
	*5. Policy – Date Entry into Practice Keeper – Thompson (attachment) .....	14	
	*6. PennVest Proposal/Christ Miller – Thompson (attachment).....	14	
8:25	IV. <u>Reports &amp; Information</u>		
	1. Correspondence, News and Updates – Thompson (attachment).....	15	
	2. E&S/NPDES Monthly Projects Report – Hout (day of packet).....	-	
	3. Youth Conservation School Update – Gregory (verbal) .....	-	
	4. Compliance Update (verbal) .....	-	
	5. PACD Annual Mtg Review – Thompson (attachment).....	15	
	6. Summer Intern Activities Report – Grace Wills (attachment) .....	16	
	7. American Rescue Plan Act (ARPA) Update – Thompson (attachment).....	16	
8:55	V. <u>Additional Public Comment</u>		
9:00	VI. <u>Adjourn</u>		

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

Dates to Remember:

8/14-14, Ag Progress Days – PSU Research Center	8/25, Farm Bureau BMP Tour
8/17, Personnel Committee Mtg 6:30 pm	9/7, Budget & Finance Committee Mtg @ F&H 6:00 pm
8/20, Ag Council Mtg @ F&H 12:30 – 2:00 pm	

NEXT MEETING DATE: Wednesday, September 7, 2022 @ 7:30 p.m.  
At the Lancaster County Farm & Home Center

**\*Action Required**



Activity Report to LCCD Board of Directors July 2022

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  
VACANT, 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	5	243.4	7	320.92

\*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	-	12
362 – Diversion (ft)	-	895	3,132
367 – Roofs & Covers (no)	2	-	8
382 – Fence (ft)	29,544	2,520	7,956
412 – Grassed Waterway (ac)	11	-	7.1
516 – Livestock Pipeline (ft)	5,904	-	390
561 – Heavy Use Area Protection (sq ft)	14,124	-	22,553
575 – Trails & Walkways (ft)	2,884	-	2,041
578 – Stream Crossings (no)	5	-	1
600 – Terraces (ft)	8,036	-	21,692
614 – Watering Facility	14	-	2
620 – Underground Outlet (ft)	2,864	-	10,304
634 – Waste Transfer System (no)	6	-	10
327 – CREP Conservation Cover (ac)	23.5	19.16	59.06
391 – CREP Riparian Forest Buffer (ac)	68.2	2.62	58.52
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	11	\$286,516
CSP	3	\$134,205	1	\$90,505

- Financial Assistance Payments:

Program	FY21 Total (\$)	FY22 Mo. Total (\$)	FY22 Total (\$)
ALL PROGRAMS	\$1,358,691.92	\$83,769.67	\$2,187,981.31

- **Environmental Quality Incentive Program (EQIP)**
  - Regular EQIP
    - FY22 Proposed Allocation - \$2.1 million
    - Contracts are currently being developed.
  
- **Conservation Stewardship Program (CSP)**
  - CSP Classic Sign-up Deadline – 2 applications
    - Application selection is currently underway.
  
- **Regional Conservation Partnership Program (RCPP)**
  - Lancaster's Common Agenda for Clean Water sponsored by the Lancaster Clean Water Foundation
    - FY22 Allocation - \$2.59 million
    - Application selection currently underway.
  - Turkey Hill Clean Water Partnership sponsored by the Alliance for the Chesapeake Bay (Multi-County)
    - FY22 Allocation - \$1.4 million
    - Contracts are currently being developed.

**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	3	149.28

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

- **Approved Plans:**

	FY21 Total (#)	FY21 Total (Ac)	FY22 Total (#)	FY22 Total (Ac)
New	13	82	7	23.7
Re-enrollments	18	65.20	-	-

**Administrative Activities:**

- Soil Conservationist vacancy has been advertised. Awaiting applicant panel from HR.
- Jared Boger, Civil Engineering Technician, has accepted a promotion CET position with the PA NRCS State Office. The vacancy will be advertised in the near future.

**Notable Meetings & Trainings:**

- 6/21 – LCWP RCPP Leadership Team Meeting (Grove)
- 6/27 – Equine Pasture Management Training, Lebanon (Albert, Griesemer, Long, Myers, Ramer)

Respectfully Submitted,



Heather L. Grove  
District Conservationist

**Item II.1**  
**LANCASTER COUNTY CONSERVATION DISTRICT**  
**BOARD MEETING MINUTES**  
**July 7, 2022**

The 842<sup>nd</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, July 6, 2022 at 7:30 PM.

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

**The following Associate Directors were present:** Lisa Graybeal.

**The following District Staff were present:** Christopher Thompson, Gerald Heistand, Kevin Lutz, Matt Kofroth, Sallie Gregory, Allyson Gibson, Adam Hartz, Kevin Seibert, Adam Stern and Suzanne Kopp.

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

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

Herb Kreider provided the invocation for the meeting.

**Additions to the Agenda:** Executive session to be held at the end of the BOD business meeting.

**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. Heather stated that there is a new job opening in NRCS to fill currently. No questions were raised.

**2. PA DEP Field Rep Report**

Chris Thompson highlighted a few talking points in the agenda packet. On page 3 there is an explanation of the Nutrient Management agreement that will be discussed later in the BOD meeting. It was also stated that DEP reported that they are fine-tuning the epermitting system.

**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, Roger Rohrer moved to approve the Consent Agenda. Dale Herr seconded the motion. Motion passed unanimously.

The Consent Agenda includes the following approved items.

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

### **III. Additional Business**

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

The Nutrient Management Plan Approval submitted a correction. It stated that Britton Hartzok was the reviewer for the Lloyd Ray Weaver Operation and the Eugene Z. Nolt Operation. The reviewer should be listed as Adam Hartz for both plans.

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

Gerald Heistand highlighted on the Balance Sheet that the total assets for the LCCD continue to increase. Currently there is \$6.7 million dollars, which is an increase from last months amount of \$6 million dollars. E&S assets continue to increase as well and increased this month by \$23,000. The Income and Expense report shows funds that we currently have to spend on upcoming projects in the County.

#### **3. Personnel Committee Report**

Sonia Wasco reported that there are currently four open positions; two on the Ag Team, one in E&S and the new Data Coordinator position. The two candidates recommended to fill the open Ag Tech positions are: Lauren Brodbar and Jason Reuter were presented. Upon Board approval, their expected start date would be July 25, 2022.

Sonia Wasco moved to formally request to hire the two candidates as stated. Jay Snyder seconded the motion. Motion passed unanimously.

The Personnel Committee requested an Executive Session following the Board meeting.

#### **4. Ag Committee Report**

- a. **Program Grants and Agreements:** Chris Thompson reported the District has participated in the CBP programs for years. Reducing staff from 6 to 3 Compliance Specialists two years ago, due to inadequate funding. This year DEP has increased the reimbursement rate by \$10,000 per position making the total request \$210,000. The Chesapeake Bay Engineering Specialist and the Assistant funding will be increased to \$91,900 and \$85,000 respectively. In addition, there is \$10,000 available for any District participating with the CB Technician agreement. The total CBP Contract for 2022-2023 has a value of \$396,900.

Roger Rohrer moved to approve submitting the funding applications to DEP for processing and final signatures. Dale Herr seconded the motion. Motion passed unanimously.

- b. **Compliance Enforcement:** Kevin Lutz reported that Benjamin Blank operates a dairy farm in Providence Township and is suspected of being an undocumented CAO. Inspections have been done and multiple requests have been made for Mr. Blank to submit an official CAO determination or an Act 38 NMO to the LCCD. The Ag Committee recommends that Mr. Blank be referred to the SCC for further action.

Herb Kreider moved to approved the recommendation as stated. Sonia Wasco seconded the motion. Motion passed unanimously.

- c. **Ag Policy Review:** Kevin Lutz reported that DEP had assumed responsibility for the PracticeKeeper database but that DEP wants the District to continue to be the gatekeeper for what information gets recorded in the database. In order to maintain reporting quality a new Policy Statement is being provided to the BOD to review this month and vote on during Augusts BOD meeting.

**The Policy Statement** is as follows: The Board of Directors of the Lancaster County Conservation District directs District staff to refrain from entering Best Management Practice (BMP) data into the Practice Keeper Database (PK) without it being associated to an Agriculture Erosion & Sedimentation Control Plan, Conservation Plan, Nutrient Management Plan or Manure Management Plan. If a plan does not exist, it should be developed and provided prior to the BMP data being included in PK. If the operation has a plan, but the BMP is not referenced in the plan, the BMP can be recorded in PK and the District will recommend that the operator update the current plan(s). Requests for exceptions to this policy will be presented to the Ag Department Manager for consideration.

#### **5. American Rescue Plan Act - ARPA**

Allyson Gibson reported that CWP submitted a proposal on behalf of the District to the Commissioners for ARPA funding. The full proposal was \$27 million. The Commissioners approved \$3.4 million for water quality projects in the County. Board approval is needed to accept and administer these funds for the projects.

Commissioner D'Agostino abstained from the vote to avoid a potential conflict of interest.

Jay Snyder moved to accept and administer the ARPA funds as stated. Herb Kreider seconded the motion. Motion passed unanimously.

#### **6. Growing Greener Grant Approval**

Matt Kofroth reported that the Watershed program is applying for a 2022 Section 319 Nonpoint Source Pollution Grant in the amount of \$198,300. This grant would pay for instream monitoring units and for District staff time spent working with landowners on completing 8 stream restoration design and permit plans for projects in the Pequea Creek WIP. A second 2022 Section 319 Nonpoint Source Pollution Grant is being applied for, in the amount of \$166,375. This grant money is going toward the buffer, fencing and crossing with a portion going towards District staff time to implement the work.

Roger Rohrer moved to approve applying for these two grants as stated. Sonia Wasco seconded the motion. Motion passed unanimously.

#### **7. PACD/SCC JAC Meeting Items**

Sonia Wasco reported that the PACD Executive Council will be meeting on July 21, 2022. The BOD is being asked to ensure that the designated voting delegate come prepared to vote on items and amendments made from the council floor. A proposed 3-year dues schedule will be voted on. Currently the dues for Lancaster are \$2,635 and the following 3-year dues schedule for Lancaster will be \$2,765(2023), \$2840(2024) and \$2915(2025).

Roger Rohrer moved to approve giving the designated voting delegate approval to vote on behalf of the District. Herb Kreider seconded the motion. Motion passed unanimously.

Chris Thompson reported that a letter was drafted to express concerns relating to the Manure Management and Nutrient Management Delegations that were made by the state agencies which changed the expected deliverables and ROM's. The letter was supported by the Executive Committee and will be presented at the July PACD/SCC JAC meeting.

Jay Snyder moved to approve the letter of concern to be presented at the PACD/SCC JAC meeting. Dale Herr seconded the motion. Motion passed unanimously.

#### **IV. Reports/Information**

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

- Letter – Fulton Financial Advisors – 2021 President's Award for Robert Hoffman – June 16, 2022
- Resume – Lauren Brodbar – Ag Tech Nutrient Management Position – June 2022
- Resume – Jason Reuter – Ag Tech Nutrient Management Position – June 2022
- Letter – East Lampeter Township – July 6, 2022

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

Chris Thompson reported on the new page 3 of the E&S report which was created to explain to the BOD the status of each project that is older than 120 days.

##### **3. 2022 Envirothon Report:**

Sallie Gregory reported that the Envirothon programs were a success this year and that they had perfect attendance at all three program days. Pequea Valley High School took first place at the County High School event and placed 44<sup>th</sup> overall at the State Envirothon.

##### **4. E&S Committee Meeting:**

Chris Thompson reported the E&S Committee meeting was held on June 23, 2022. No additions to the submitted minutes that were provided in the BOD agenda. Action by the Board is needed to move forward to use funds not to exceed \$29,000 to purchase a new Subaru Forester from Lancaster Subaru.

Jay Snyder moved to approve the purchase of the new vehicle for the E&S Team. Sonia Wasco seconded the motion. Motion passed unanimously.

##### **5. Chesapeake Bay Compliance Program Update:**

Kevin Seibert reported that the LCCD CBP met and exceeded the goals set of 295 inspections and 5 Phase II inspections for the 2020/2021 fiscal year. The goal of 150 inspections was reset on July 1, 2022.

##### **6. 2022 Banquet Committee Report:**

Adam Hartz reported that the 70<sup>th</sup> Annual District Banquet was held and that 122 people were in attendance. \$1785 was raised with the auction for the Ann Brown Scholarship. Overall there was a net loss on the 2022 banquet, but the committee has been planning ahead and had a reserve account. Currently there is \$2155.73 in the reserve account.

**Additional Public Comment:**

Chris highlighted the dates for committee meetings on the bottom of the agenda.

Sonia commented on Conservation school, stating it will be in person this year. The school will run from Sunday, July 24, 2022 to Friday, July 30, 2022 this year. There will be no sponsor/family dinner this year at Conservation school to minimize outside exposure.

**Executive Session**

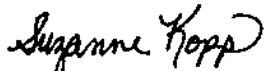
Chairman of the Personnel Committee, Sonia Wasco, requested an Executive Session to review a personnel matter with Board members. Jay Snyder seconded the motion. Motion passed unanimously.

The business meeting was adjourned at 9:09pm and all nonvoting members were excused. The Board meeting was called back into session by Chairman Heller at 9:27pm. A request for final comments was offered. Other than the next meeting date, none were offered.

**Meeting Adjourned**

Chairman Heller adjourned the meeting at 9:27pm.

Respectfully submitted,



Suzanne Kopp  
Recording Secretary for the Board of Directors



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

APPLICANT	TITLE	TOWNSHIP	SIZE	ASSISTANCE
None				

**Item II.3  
Requests for Nutrient Management Plan Approval (Lutz)  
July 2022 Activity  
August 3, 2022 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 #
Brian Eshbach	Manor	Swine	CAO	2.76	Grube	236
Jeffrey Frey	Pequea	Swine/Goat	CAFO/VAO	1.15	Grube	344
Jay & Jane Bleacher	Manor	Swine	CAFO/CAO	2.31	Grube	218
Chester K. King	Salisbury	Dairy	CAO	2.06	Heigel	2464
Edwin Hoover	Clay	Broiler/Steer	CAO	2.13	Hartzok	55
Nathan Brubaker	Brecknock	Turkey	CAO	285.74	Heigel	2474
Jeffrey & Diane Kile	Providence	Pullet	CAO	96.38	Adams	32
Jeffrey Barley	Manor	Pullet/Steer	CAFO/VAO	0.86	Adams	485
Jay & Beth Hess	Conestoga	Swine/Beef/Layer	CAFO/CAO	2.11	Adams	286
Alan Harnish	Manor	Swine/Beef	CAFO/CAO	16.16	Grube	76
Randall Andrews	West Lampeter	Broiler/Pullet	CAFO/CAO	4.45	Goldsmith	251
Noah W. Kreider & Sons	East Donegal	Layer	CAFO/CAO	17.80	Lutz	239
David Dohner	East Donegal	Broiler	CAO	62.09	Lutz	330
Randal L. Clugston	Manor	Layer	CAFO/CAO	4.57	Adams	47

**NMP Update Report to Lancaster County Conservation District Board of Directors  
July 2022 Activity  
August 3, 2022 Board Meeting**

NMP Name	Municipality	Plan Update Submission Date	Original NMP Approval Date	Planner <sup>1</sup>	Species <sup>2</sup>	AEUs	Regulated Operation Type <sup>3</sup>	Date Plan Acknowledgment Letter Sent	Reason for Update
Jay Deiter	Conoy	7/5/2022	12/1/2021	Jay Deiter	Swine	602.75	CAO CAFO	7/6/2022	Yearly Plan Submissions Update

**Item II.4**

**Acknowledgement of Conservation Plans (Lutz)**

**The Lancaster NRCS Field Office recommends the following plans for the**

**August 3, 2022 Board Meeting:**

**NATURAL RESOURCES CONSERVATION SERVICE**

<b>Conservation Plans</b>	<b>Number of Plans</b>	<b>Planner</b>	<b>Township</b>
Jay M. Lehman	2	Brett Ramer	Rapho
Alexander D. Brubaker	1	Mark Long	West Lampeter
Bryan L. Foose	2	Mark Myers	East Drumore

**LCCD AG EROSION & SEDIMENTATION PLANS**

<b>Conservation Plans</b>	<b>Number of Plans</b>	<b>Planner</b>	<b>Township</b>
Bill Chubb	1	Greg Heigel	Conoy

**Item III.2**  
**Lancaster County Conservation District**  
**Balance Sheet**  
As of July 25, 2022

**ASSETS**

Checking/Savings

District General Fund

1001 · General Fund INVEST 807,880.92  
1015 · General Fund Citizens 113,846.68

Total District General Fund 921,727.60

Raymond James/Fulton Advisors

Investment Unrealized Gain/Loss -22,463.49  
Raymond James/Fulton Advisors - Other 750,000.00

Total Raymond James/Fulton Advisors 727,536.51

E & S

1002 · E & S - A 238,633.91  
1005 · Clean Water - R 270,836.71

Total E & S 509,470.62

1003 · Youth Conservation School - C 939.49

1006 · Separation - A 34,882.82

1007 · Reserve

Reserved-LCCD Health 20-21 - A 1,317.70  
Reserved-LCCD Health 19-20 - A 11,322.00  
Reserved-LCCD Health 18-19 - A 883.00  
Reserved-LCCD Health 17-18 - A 26,451.53  
Reserved-Capital - A 58,726.87  
Reserved-Communication - A 24,000.00  
Reserved-Computer Hardware - A 21,725.77  
Reserved-NM Program - A 64,012.20  
Reserved-NMP Vehicle - A 39,933.67  
1007 · Reserve - Other - U 212,983.65

Total 1007 · Reserve 461,356.39

1008 · Scholarship - C

Bond Unrealized Gain/Loss - C 1,022.75  
Scholarship Bonds - C 35,000.00  
1008 · Scholarship - C - Other 7,075.04

Total 1008 · Scholarship - C 43,097.79

1013 - Exelon - R 596,644.41

1009 · Dirt & Gravel Roads - R 122,353.23

1014 - Low Volume Roads - R 262,423.97

1117 · Chesapeake Bay Action Plan - R 1,518,713.65

1115 · Conservation Excellence - R 791,377.85

1116 · CBAIP Phase II - R 430,106.41

1017 · Self-Funded Health Insurance -R 141,878.61

**TOTAL ASSETS**

**6,562,509.35**

**LIABILITIES & EQUITY**

Liabilities

\$771,099.77	General Operations - U
\$65,430.00	Grants without bank account - R
\$40,397.89	Activities Account - A
\$44,799.94	Tree Fundraiser Account - U
<b>\$921,727.60</b>	<b>TOTAL</b>

Fulton Advisors	Fulton + INVEST
Funds Invested	Balance
5/2/2022	7/25/2022
350,000	588,633.91
	<u>270,836.71</u>
	859,470.62
25,000	25,939.49
25,000	59,882.82
25,000	26,317.70
50,000	61,322.00
25,000	25,883.00
100,000	164,012.2
125,000	337,983.65
25,000	68,097.79

750,000	Initial Investment
727,537	Current value
-3.0%	ITD Gain/Loss
\$1,137,287.36	A - Assigned Funds
\$94,037.28	C - Committed Funds
\$4,199,764.84	R - Restricted Funds
\$1,131,419.87	U - Unassigned Funds
<b>\$6,562,509.35</b>	<b>TOTAL</b>

Lancaster County Conservation District

**Balance Sheet**

As of July 25, 2022

<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
2200 · YCS Liability	25,939.49
2016 · Health Insurance Liability	141,878.61
<b>Total Other Current Liabilities</b>	<u>167,818.10</u>
<b>Total Current Liabilities</b>	<u>167,818.10</u>
<b>Total Liabilities</b>	<u>167,818.10</u>
<b>Equity</b>	
3000 · Opening Bal Equity	893,610.68
3900 · Retained Earnings	4,564,836.11
Net Income	936,244.46
<b>Total Equity</b>	<u>6,394,691.25</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>6,562,509.35</u></u>

Lancaster County Conservation District  
Income and Expenses  
January 1 through July 25, 2022

	General Operations	E&S	Activities & Tree Sale	Grants	Scholarship	Separation/ Reserve	Jan 1 - Jul 25, 2022	Budget	\$ Over Budget
<b>Income</b>									
520 · County Funding	189,583.35						189,583.35	184,341.65	5,241.70
530 · Program Contracts	925,983.31	16,225.00					942,208.31	1,056,115.63	-113,907.32
560 · Grant Administration	252,683.34			-39,312.91			213,370.43	269,044.10	-55,673.67
570 · Grant Project Income			400.00	2,421,281.76		0.00	2,421,681.76	1,879,693.55	541,988.21
580 · Fee / Reimbursement Income	2,442.50		2,500.00				4,942.50	4,821.25	121.25
581 · E&S102 Review Fees		459,150.00					459,150.00	317,180.65	141,969.35
582 · NPDES Permit Fees		62,520.00					62,520.00	57,798.10	4,721.90
583 · 105 CWF Fees		100.00					100.00	1,500.00	-1,400.00
590 · Interest Income	1,194.48	879.82		5,669.02	787.47	937.69	9,468.48	756.63	8,711.85
540 · Activity Income			8,537.59		1,785.00		10,322.59	13,661.03	-3,338.44
585 · Tree Sales Income			43,996.19				43,996.19	46,000.00	-2,003.81
595 · Other Income	164.85			1,740.86		-22,463.49	-20,557.78	2,949.43	-23,507.21
599R · Interfund Transfer In	28,269.11	3,705.89				753,827.54	785,802.54	47,668.55	738,133.99
<b>Total Income</b>	<b>1,400,320.94</b>	<b>542,580.71</b>	<b>55,433.78</b>	<b>2,389,378.73</b>	<b>2,572.47</b>	<b>732,301.74</b>	<b>5,122,588.37</b>	<b>3,881,530.57</b>	<b>1,241,057.80</b>
<b>Expense</b>									
7100 · Staff Salary	823,089.37	258,776.91		124,037.75			1,205,904.03	1,300,392.14	-94,488.11
710 · All Emp Benefits	293,572.37	71,631.18		9,802.64			375,006.19	474,642.81	-99,636.62
720 · Vehicle & Travel Expenses	14,898.54	2,301.53	224.13	952.17			18,376.37	55,141.30	-36,764.93
722 · Meeting Expenses	1,634.65	279.16		615.90		586.70	3,116.41	23,067.44	-19,951.03
730 · Supplies	6,031.80	464.32	704.22	1,594.26			8,794.60	11,088.88	-2,294.28
735 · IT - Communication	20,699.04	202.50	4,856.25	125.00		5,412.26	31,295.05	15,354.77	15,940.28
740 · Postage	1,492.40	1,466.87	232.55	28.24	34.98		3,255.04	4,580.21	-1,325.17
745 · Office Rent	47,858.08	14,257.54					62,115.62	60,900.62	1,215.00
750 · Equipment	11,442.26	1,437.23		157.94			13,037.43	9,253.90	3,783.53
830 · Administrative	43,286.33	102.36	923.66				44,312.35	48,316.63	-4,004.28
810 · Activity Expenses			41,647.12				41,647.12	42,353.15	-706.03
820 · Grant Project Expenses	110.75		-1,671.00	1,590,191.22		2,058.43	1,590,689.40	2,411,028.23	-820,338.83
805 · Allocated Cost Transfer	-14,806.90	14,806.90					0.00	0.50	-0.50
890 · Miscellaneous Expenses	436.63	20.00	2,435.13		100.00		2,991.76	2,082.66	909.10
899E · Interfund Transfer Out	3,827.54	16,225.00				765,750.00	785,802.54	45,854.03	739,948.51
<b>Total Expense</b>	<b>1,253,572.86</b>	<b>381,971.50</b>	<b>49,352.06</b>	<b>1,727,505.12</b>	<b>134.98</b>	<b>773,807.39</b>	<b>4,186,343.91</b>	<b>4,504,057.27</b>	<b>-317,713.36</b>
<b>Net Income</b>	<b>146,748.08</b>	<b>160,609.21</b>	<b>6,081.72</b>	<b>661,873.61</b>	<b>2,437.49</b>	<b>-41,505.65</b>	<b>936,244.46</b>	<b>-622,526.70</b>	<b>1,558,771.16</b>

**Item III.3**  
**The Personnel Committee Report Staffing Updates**  
**Aug 3, 2022**

Mid-year evaluations have been completed and despite on-going cases of Covid impacting the office schedule, staff continue to meet with landowners and provide valuable outreach services and resources. The Personnel Committee supported a mid-year merit increase and retention bonus for staff based on performance reviews.

The last two new Ag Techs approved at the July meeting (Lauren Brodbar and Jason Reuter) started employment at LCCD on July 25<sup>th</sup> and they have been getting up to speed and acclimated to their duties and territories quickly.

As announced at the July BOD meeting, the next positions we were trying to fill were the Data Coordinator and Grants Coordinator positions. A total of 11 interviews have been completed and the interview committee (Chris, Matt, Kevin L. & Kent) is recommending the following candidates be put forward for BOD consideration:

- Elise Prete – Data Coordinator. Elise currently lives in Wantagh, NY, but is relocating to Lancaster County. Elise graduated with a Bachelor of Science from *Hofstra University*, maintained an overall GPA of 3.62 while completing a degree in Computer Science with a minor in Mathematics. Her relevant coursework involved Text mining, Programming Languages, Algorithms and Data Structures, Numerical Methods (MATLAB), Operating Systems.
- Andrew E. Pauls-Thomas – Grants Coordinator. Andrew currently lives in Lancaster City, but grew up in the Gordonville area. He graduated from Goshen College in Goshen, Indiana. Prior to Andrew's current work as an independent contractor he held several grant management and program development positions at the Community First Fund in Lancaster.

Resumes for Elise and Andrew will be circulated at the BOD for additional details.

**\*Action Required**

**Item III.4**  
**Nutrient and Manure Management Delegation Agreement Renewal**

The Nutrient and Manure Management Programs were combined under one 5-year Delegation Agreement in 2011. A workgroup of Agency and District staff was formed to suggest and review proposed changes to the 2022-2027 Agreement. Some of the concerns raised by the original version of the new delegation (mission creep, operational independence, etc.) remain, but the updated document was reshared with the SCC at their July 20<sup>th</sup>. A full copy of the 237 paged Agreement is available on request, but the revised Delegation Agreement was approved by the State Conservation Commission that reflected some of the changes Conservation Districts were advocating for.

There is a continued push by DEP to bring the MM program more in line with the federal NM program, but for the next 5 years the following changes were in the approved version, included:

- Complete 10 Manure Management compliance inspections or write 10 Manure Management plans.
- An increase in program reimbursement from \$60K to \$70K per Full-time Equivalent (FE) (\$560K for Lancaster)
- Reimbursement levels and program deliverables are prorated based on FE.

Staff have reviewed the delegation details and are comfortable enough with the changes to support director's support.

**\*Action Required**

**Item III.5  
Policy Approval**

**Protecting the Integrity of Best Management Practice Data Recorded into PracticeKeeper**

The draft policy for protecting the integrity of the data entered into PracticeKeeper was presented last month for Director review. This month the policy (see below) is being presented for approval and adoption.

**Policy Statement**

The Board of Directors of the Lancaster County Conservation District directs District staff to refrain from entering Best Management Practice (BMP) data into the Practice Keeper Database (PK) without it being associated to an Agriculture Erosion & Sedimentation Control Plan, Conservation Plan, Nutrient Management Plan or Manure Management Plan. If a plan does not exist, it should be developed and provided prior to the BMP data being included in PK. If the operation has a plan, but the BMP is not referenced in the plan, the BMP can be recorded in PK and the District will recommend that the operator update the current plan(s).

Requests for exceptions to this policy can be presented to the Ag Department Manager for consideration.

**\*Action Required**

**Item III.6  
Resolution to Apply**

The District has been asked to sponsor a PENNVEST application for a project proposed by Team Ag Inc. and Red Barn Consulting. Additional details will be shared later, projects to help farm meet state regulations are being pursued for:

Christ Miller, 5070 White Oak Rd Paradise, PA.

Christ took over daily operations of the farm from his father in 1990 and purchased full ownership in 1999. He has grown the herd to 70+ cows and expanded physical operations by adding additional hay and equipment storage barns. Christ intends to pass the farm on to one of his four sons when he retires.

Funding would be used to address several resource concerns:

The dairy barn has gravity gutters which outlet into a 4-5 week storage with slatted top under the heifer/dry cow barn. To better manage the manure applications when the crops can utilize the nutrients, a six-month storage is needed. There is an uncovered concrete heavy use area just south of the heifer/dry cow barn. All runoff goes off the pad and toward the creek south of the barn. There is a swale below the barn where runoff from the concrete heavy use area and the concrete area at the end of the heifer/dry cow barn is flushed by the surface water coming down the access road to the north of the barn. The silo drain also outlets into this swale. The farmer stacks manure as needed off the uncovered heavy use area just off the east curb. Any runoff from this stack also goes into the swale to get flushed. Much of the streamside areas are already buffered with mature woodland. Fencing the streams is planned and any unbuffered areas would be planted.

If PENNVEST approves the application they will then identify if they are willing to grant a loan or grant funding and the LCCD Board will have the chance to review the full details of the project and whether or not you would support going to the next step in the process.

**\*Action Required**

**Item IV.1  
Correspondence, News & Updates**

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

- Resume – Elise Prete – Data Coordinator – August 2022
- Resume – Andrew Pauls – Grants Coordinator – August 2022
- Publication – Lancaster Builder – Volume 38, Number 2, Summer, 2022

**Item IV.5  
2022 PACD/SCC Joint Annual Conference Meeting Report**

On July 20-21, 2022, PACD and the State Conservation Commission (SCC) held the first in-person, joint conference since 2019. There were over 90 participants. The PACD award recipients were recognized and announced during the meeting, and board and partner reports were given. During the meeting, the following business also took place:

- The three-year proposed dues schedule passed showing an increase of \$130 this year and \$75 each of the following years on 2023-2024 and 2024-2025.
- The budget for the Fiscal Year 2022-2023 was approved showing a 7.5% increase to \$3,246,219.

The following slate of officers was re-elected:

- President – Kelly Stagen, Pike County Conservation District
- 1st Vice President, Dennis Beck, Cambria County Conservation District
- 2nd Vice President, Emil Bove, Westmoreland Conservation District
- Secretary, Charles Duritsa, Westmoreland Conservation District
- Treasurer, Sonia Wasco, Lancaster County Conservation District
- NACD Director, Clifford Lane, McKean County Conservation District

The 2022 PACD honorees are as follows: Several conservationists were recognized during the awards luncheon on July 20, 2022.

**Legislator Leadership Award** was presented to Representative James B. Struzzi II. *The Indiana County Conservation District nominated representative Struzzi.*

**President’s Award** was presented to the PACD Ad Hoc Budget Committee for their work with legislative leaders and agency staff to secure a 300% increase in funding for Conservation District operations and programming. Committee members included District directors and staff:

Directors

- Mark Hamilton (Tioga County)



- Emil Bove (Westmoreland County)

Staff

- Christopher Thompson (Lancaster County)
- John Dryzal (Cambria County)
- Josh Longmore (Luzerne County)
- Douglas Berí Jr. (Indiana County)
- Christopher B. Snyder (Juniata County)

**Ann Rudd Saxman Conservation District Director Excellence Award** was presented to Ted Veresink, Northampton County Conservation District. Ted has been a director since 2005 and in an invested director serving on numerous committees locally and well as with the state association.

**Conservation District Employee Excellence Award** was presented to Scott Metzger, Franklin County Conservation District. Scott wears many hats in his 25 years at FCCD and has been an Ag Resource Specialist /DGLVR Tech/Assistant Manager.

**Conservation District Employee Service Recognition Awards**

**With 35 Years of Service:**

- Sandy Thompson, McKean County
- Susan Moon, Somerset County

**With 40 Years of Service:**

- Ed Magargee, Delaware County
- Gerald Heistand, Lancaster County

**Item IV.6**

**IV. Reports & Information  
Summer Intern Activities Report**

Grace Wills, the 2022 Summer Intern with Lancaster County Conservation District, will be giving a short presentation about her time at the District and her plans for the future. Grace is a freshman at Penn State University majoring in Environmental Resource Management. Most of her summer has been spent working in the Education and Watershed Programs, but she did have a chance to shadow staff from other programs. Grace started at the Lancaster County Conservation District on May 16<sup>th</sup> and will be leaving us on August 5<sup>th</sup>.

**Item IV.7**

**American Rescue Plan Act (ARPA) Update**

As reported last month, the County Commissioners approved funding from the County allocation of the American Rescue Plan Act (ARPA) funds to aid 11 water quality projects. The project list includes a variety of municipal and farm projects, as well as our own proposal for eight additional stream monitoring units. A public presentation of the funds was made on July 26, 2022 when the Board of Commissioners presented a check for \$3.4 million to the Lancaster County Conservation District on behalf of the Lancaster Clean Water Partners. The District has fiduciary responsibilities for the funding.

Additional details will be shared and reviewed at the BOD meeting.