

**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
March 1, 2023**

The 850th 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 March 1, 2023 at 7:30PM.

The following Directors were present: Sonia Wasco; Acting Chairman, Jay Snyder, Kent Weaver, Roger Rohrer, Dale Herr Jr. and Commissioner John Trescot.

The following Associate Directors were present: Jennifer Engle, Justin Welk and Greg Strausser.

The following District Staff were present: Christopher Thompson, Kevin Lutz, Kent Bitting, Sallie Gregory, Matt Kofroth, Kevin Seibert, Stacey Hertz, Andrew Thomas-Paul, Adam Stern and Suzanne Kopp.

The following Cooperating Agency representatives were present: Heather Grove; NRCS and Lauren Shaffer; DEP Field Representative,

Acting Chairman, Sonia Wasco, called the meeting to order at 7:30p.m. Sonia welcomed everyone both in person and on Zoom. Adam Stern reminded everyone that the meeting was being recorded.

Roger Rohrer provided the invocation for the meeting.

Introductions: None offered.

Additions to the Agenda: Dirt & Gravel/Low Volume Rd. QAB Meeting.

An opportunity was given for public comment: None Offered.

I. Agency Reports

1. USDA, NRCS

Heather Grove stated there are no additions to the submitted report in the Board packet, but highlighted that there are two positions currently in the tracker to be advertised and they are the Civil Engineering Technician and the Soil Conservation Technician.

2. PA DEP Field Rep Report

Lauren Shaffer highlighted the following points on the submitted report in the Board packet: PA Envirothon needs volunteers and PennVest is seeking public comment on the draft guidance for the Clean Water Procurement Program prior to approval on April 19, 2023. DEP Southcentral Regional Office is looking for a Watershed Manager.

II. Consent Agenda

Acting Chairman Sonia Wasco gave the opportunity for Directors to withdraw any of the items from the Consent Agenda in order to have additional discussion. Hearing none she requested a motion to approve the agenda.

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

The Consent Agenda includes the following approved items.

- #1 – Minutes of February 1, 2023 Board meeting.**
- #2 – Technical Assistance Requests/Cancellations**
- #3 – Nutrient Management Plan Approvals**
- #4 – Conservation Plan Acknowledgement**

Requests for Nutrient Management Plan Approval (Lutz) February 2023 Activity March 1, 2023 Board Meeting

The plans are for the following operations:

| OWNER | TOWNSHIP | OPERATION | DESIGNATION | AEU's/ACRE | REVIEWER | PLAN# |
|------------------------|---------------------|--------------------------------|--------------------|-------------------|-----------------|--------------|
| Eli Weaver | Brecknock | Turkey | CAO | 236.27 | Heigel | 1892 |
| Jeffrey Barley | Manor | Pullet/Steer | CAFO/VAO | 0.96 | Adams | 485 |
| Mike Bollinger | East Drumore | Broiler/Heifer | CAO | 4.56 | Adams | 521 |
| Kenton Sweigart | East Donegal | Dairy/Swine/ Pullet | CAFO/CAO | 2.68 | Lutz | 257 |

III. Additional Business

1. Items removed from Agenda

None removed.

2. Treasurer's Report

Stacey Hertz highlighted items on her submitted report. On the Income and Expense report we are showing a negative amount because we are waiting to receive funding. Chris Thompson added that he spoke to Bob Hoffman at Fulton Financial and he stated that investments are tracking very well considering the down market.

3. Personnel Committee Report

Matt Kofroth reported that the Personnel Committee is requesting to hire Cory Grudovich as the Spring 2023 Intern. Several applications were reviewed for the position. The intern will be paid \$14.00/hr. and would start officially on March 1, 2023 and work thru May 12, 2023.

Sonia Wasco reported that HR received 96 applications for the Assistant District Manager position. Sonia Wasco moved to approve hiring Matt Kofroth as the new Assistant District Manager.

Sonia stated that the Administration is requesting BOD approval to post the open Watershed Specialist position.

Roger Rohrer moved to approve the entire Personnel Committee Report as submitted. Commissioner Trescot seconded the motion. Motion passed unanimously.

4. ACAP Project Approval

Kent Bitting reported that there are six application submitted through the ACAP Funds requested are \$71,755.66 for the following:

| Landowner | District/Private Consultant | Municipality | BMPs | Total Project Cost | Total Grant Received |
|------------------|-----------------------------|--------------------|--|--------------------|----------------------|
| Samuel Shertzer | District | Manor Twp. | 2 Grassed Waterways, Lined Outlet | \$7,415.54 | \$6,673.99 |
| Kurt Martin | District | Strasburg Twp. | Diversion and Planting | \$6,416.00 | \$5,774.57 |
| David Espenshade | District | Manor Twp. | Lined Waterway and Underground Outlet | \$7,980.67 | \$7,182.60 |
| James Rank | District | Sadsbury Twp. | Grassed Waterway, Lined Outlet, Terrace | \$16,057.91 | \$14,452.12 |
| Leon Ressler | District | Fulton Twp. | Lined Waterway, Structure for Water Control and Underground Outlet | \$18,344.98 | \$16,510.48 |
| Mike Denlinger | District | West Cocalico Twp. | Mortality Composter, Roof Runoff Structure, HUA | \$23,513.23 | \$21,161.90 |
| TOTALS | | | | \$79,728.33 | \$71,755.66 |

Jay Snyder moved to approve \$71,755.66 worth of ACAP Funding as stated. Dale Herr seconded the motion. Motion passed unanimously.

IV. Reports/Information

1. Correspondence, News and Updates:

Chris Thompson announced that the Tree Sale needs to be promoted by passing out flyers and promoting the sale and getting orders placed.

2. Banquet Committee Report:

Chris Thompson reminded everyone that the 71st Annual Banquet will be held at the Farm and Home Center on March 30, 2023. He stated that reservations need to be made by contacting Holly Shaub or Stacey Hertz by Friday, March 10, 2023. Donations for the Scholarship Auction need to be submitted to Adam Hartz by March 10, 2023.

3. E&S/NPDES Monthly Projects Report:

Adam Stern reported that the fee schedule was increased back in January 2023 and he is tracking last year versus this year totals. Adam stated that Page 3 of the E&S report is not currently able to show all Major Modifications or Renewals for projects that are coming in the door. We are in discussion to try to figure a way to capture that so the report is more accurate.

4. Township Ag BMP Verification Program:

Kevin Seibert reported on the pilot program with West Lampeter to complete plan and BMP verifications to qualify landowners for stormwater fee discounts. The District has completed site inspections for the 4th fiscal quarter of 2022 to verify the degree of implementation of ag landowner’s Ag E&S Control plans. There were 22 landowner contacts made and 21 inspections performed. There were 15 operations with compliant inspections and 6 operations were found to be non-compliant with their Ag E&S Control Plan. The total amount of revenue generated from the 4th fiscal quarter of 2022 inspections was \$5,250.00. To date for the 1st fiscal quarter of 2023 there have been six site inspections conducted.

5. Planning Meeting Report:

Chris Thompson requested that this be tabled until the April 2023 Board meeting.

6. Ethics Forms:

Chris Thompson reminded everyone that the PA State Ethics Forms for the calendar year 2022 are due in the District office by March 30, 2023 so they can be processed and filed by the deadline of May 1, 2023.

7. Dirt & Gravel/Low Volume Rd. QAB Meeting:

Jay Snyder reported that the Dirt & Gravel Low Volume Rd Program Quality Assurance Board (QAB) met prior to the Board meeting to review one potential Dirt & Gravel application and four potential Low Volume Rd. applications. Dirt and Gravel has approximately \$90,000 and Low Volume Rd has approximately \$400,000 to allocate for local projects this year.

The QAB would recommend awarding a contract to the following municipalities for their Low Volume Road projects in 2023/2024

| <u>Municipality</u> | <u>Road</u> | <u>Awarded Amount</u> | <u>Proposed Solution</u> |
|---------------------|---------------------|----------------------------|---|
| City of Lancaster | East Mifflin Street | \$122,542.93 | Install 3 infiltration beds under the roadway to control stormwater to the CSO and Conestoga River. |
| Rapho Township | Cold Springs Road | \$4,653.80 | Install or repair 2-3 pipes, and improve off right-of-way drainage from an adjacent property |
| Rapho Township | Sunnyside Road | \$23,561.00 | Install or repair 6 pipes and a roadside swale to control stormwater. |
| Elizabeth Township | Evans Road | \$184,000 | Stabilize and protect road bank via soil pinning. |
| <u>TOTAL</u> | | <u>\$334,757.73</u> | |

The QAB would recommend awarding a contract to the following municipalities for their Dirt and Gravel road projects in 2023/2024

| <u>Municipality</u> | <u>Road</u> | <u>Awarded Amount</u> | <u>Proposed Solution</u> |
|---------------------|----------------------|---------------------------|--|
| Rapho Township | Whispering Pine Road | \$21,540.00 | Install or repair 2-4 pipes and stabilize road surface via DSA installation. |
| <u>TOTAL</u> | | <u>\$21,540.00</u> | |

Jay Snyder moved to approve the project funding as stated. Roger Rohrer seconded the motion. Motion passed unanimously.

Matt also stated that the Dirt & Gravel/Low Volume Road Quality Assurance/Quality Control team visited LCCD road program for a yearly follow-up. The findings of their most recent visit were all positive in nature and they commended the District for the way the program is being managed.

V. Additional Public Comment:

Kevin Lutz reported that there will be a Contractor Meeting Workshop and multiple partners are involved in working together to present this workshop. It will be held at Yoder's Restaurant from 7:00 am to 3:00 pm on March 2, 2023.

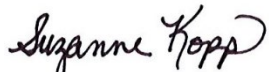
Sonia Wasco stated that she attended the PACD Law Seminar and there will be an upcoming webinar March 15, 2023.

Kevin Seibert reported that as a result of discussions at the Annual Planning Meeting he formed a committee to design yard signs to place on Ag. project sites that the District is participating in around the County and there are four designs to view.

Meeting Adjourned

Acting-Chairman Sonia Wasco adjourned the meeting at 8:45pm.

Respectfully submitted,



Suzanne Kopp
Recording Secretary for the Board of Directors