



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

Wednesday, April 5, 2023
Lancaster Farm & Home Center
Zoom Info: <https://zoom.us/j/91731607863>
Business Meeting 7:30 PM

Timer

7:30	Invocation – Herb Kreider Call to Order, Chairman, Dan Heller Welcome & Introductions – Dan Heller Additions to the Agenda – Christopher Thompson Public Comment: Survey media/guests: Agenda items of interest – Dan Heller	
		<u>Page #</u>
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) 4 2. Technical Assistance Requests/Cancellations (attachment) 9 3. Nutrient Management Plan Approval (attachment) 9 4. Conservation Plans Acknowledgement (attachment) 10	
7:55	III. <u>*Additional Business</u> 1. Items Removed from Consent Agenda 2. Treasurer’s Report – Hertz (attachment) 11 *3. Personnel Committee-Request to Advertise/Request to Hire/Spring Intern Update – Wasco/Thompson (attachment) 14 *4. ACAP Project Approvals – Lutz/Bitting (attachment) 15 *5. CAP Project Approval – Lutz (attachment) 15 *6. Act 38 Compliance – Lutz (attachment) 16	
8:25	IV. <u>Reports & Information</u> 1. Correspondence, News, and Updates – Thompson (attachment) 17 2. E&S/NPDES Monthly Projects Report – Stern (day of packet) - 3. Tree Sale Report – Kofroth/Gregory (attachment) 20 4. 2023 Strategic Goals – Thompson (attachment) 20	
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:

3/31 Funding Meeting with Sen. Glenn Thompson	4/22 Earth Day
4/6 Cons. Foundation Meeting @3:30, F&S Center	4/23-29 Conservation District Week
4/7 Office closed for Good Friday	4/27 Sr. High Envirothon, Lancaster Co. Central Park
4/13 LCCD Tree Sale Distribution	

NEXT MEETING DATE: Wednesday, May 3, 2023, 7:30 p.m.
At the Lancaster County Farm & Home Center

***Action Required**



Activity Report to LCCD Board of Directors March 2023

Lancaster Field Office Personnel:

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

Conservation Planning Activities*:

FY22 Total (#)	FY22 Total (Ac)	FY23 Mo. Total (#)	FY23 Mo. Total (Ac)	FY23 Total (#)	FY23 Total (Ac)
33	3,809.92	5	337.3	11	683.6

*SEE "ACKNOWLEDGMENT OF CONSERVATION PLANS" REPORT

Conservation Practice Installation Activities*:

Practice Code & Name	FY22Total	FY23 Mo. Total	FY23Total
313 – Waste Storage Facility (no)	12	-	4
362 – Diversion (ft)	3,132	-	-
367 – Roofs & Covers (no)	8	-	2
382 – Fence (ft)	12,594	180	4,586
412 – Grassed Waterway (ac)	7.1	-	3.3
516 – Livestock Pipeline (ft)	2,559	-	596
561 – Heavy Use Area Protection (sq ft)	22,553	-	974
575 – Trails & Walkways (ft)	2,219	-	302
578 – Stream Crossings (no)	1	-	1
600 – Terraces (ft)	23,046	5,298	9,890
614 – Watering Facility	14	-	-
620 – Underground Outlet (ft)	10,837	478	2,223
634 – Waste Transfer System (no)	10	-	3
327 – CREP Conservation Cover (ac)	59.06	-	21.25
391 – CREP Riparian Forest Buffer (ac)	58.52	3.79	4.76
390 – CREP Riparian Herbaceous Buffer (ac)	0	-	-

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

Financial Assistance Conservation Program Activities:

- Financial Assistance Contract Obligation:

Program	FY22 Total (#)	FY22Total (\$)	FY23Total (#)	FY23 Total (\$)
EQIP/AMA	22	\$1,926,714	\$65,703.00	\$65,703.00
CSP	3	\$298,017	-	-
RCPP	15	\$3,421,648	-	-

- Financial Assistance Payments:

Program	FY22 Total (\$)	FY23Mo. Total (\$)	FY23 Total (\$)
ALL PROGRAMS	\$2,247,795.72	\$52,342.26	\$658,130.43

- **Environmental Quality Incentive Program (EQIP)**
 - Proposed FY23 Allocation - \$2,203,000
 - Currently 15 applications selected for funding for approximately \$1.7 million; contract development underway.

- **Regional Conservation Partnership Program (RCPP)**
 - Sign-up Deadlines – 5/1
 - Lancaster Clean Water Partnership RCPP
 - Remaining Allocation – \$3,139,739
 - Currently 8 applications selected for funding for approximately \$1.3 million; contract development underway.
 - Alliance for Chesapeake Bay Turkey Hill RCPP
 - Remaining Allocation - \$1,018,896
 - Currently 2 applications selected for funding (Lancaster & Franklin Counties) for approximately \$484,000; contract development underway.

- **Inflation Reduction Act (IRA) Climate Smart Funding**
 - Funding available through EQIP & CSP.
 - Priority is the implementation of climate smart ag and forestry greenhouse gas mitigation conservation practices/systems.
 - Soil health improvements, nitrogen management, livestock methane management, grazing and pasture management, forestry and upland wildlife habitat improvements, energy, combustion and electricity efficiency improvements and wetlands creation and restoration.
 - Currently 9 EQIP IRA and 2 CSP IRA applications received.

Conservation Easement Program Activities (ACEP):

- Agricultural Land Easement (ALE) Acquisition Activities:

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

- Easement Annual Monitoring Activities

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

Conservation Reserve Enhancement Program Activities (CREP):

- Approved Plans:

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

Administrative Activities:

- Civil Engineering Technician & Soil Conservation Technician – Positions currently in the tracker to be readvertised.
- Ashley Rice has accepted a position outside of NRCS. Her last day will be 3/24/2023.

Notable Meetings & Trainings:

- 3/2 – Winter Contractor’s Meeting, New Holland (Grove, Boger)
- 3/9 - Mitigation Banking 101 Webinar with LCWP (Grove)
- 3/13 – RCPP Technical Assistance Workgroup (Grove)
- 3/16 - RCPP Leadership Team Meeting (Grove)
- 3/21 & 23 - Agricultural Conservation Technical “Boot Camp” Training – Basic Level, Virtual (Sanchez)

Respectfully Submitted,

A handwritten signature in black ink that reads "Heather L. Grove". The signature is written in a cursive style with a large, stylized initial 'H'.

Heather L. Grove
District Conservationist

**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.

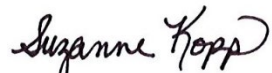
Sonia Wasco stated that she attended the PACD Law Seminar and there will be an upcoming webinar March 15, 2023.

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

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

APPLICANT	TITLE	TOWNSHIP	SIZE	ASSISTANCE
None				

**Item II.3
Requests for Nutrient Management Plan Approval (Lutz)
March 2023 Activity
April 5, 2023 Board Meeting**

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

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

OWNER	TOWNSHIP	Operation	DESIGNATION	AEU's/ ACRE	REVIEWER	PLAN #
Brian M. Landis	Fulton	Broiler	CAO	200.16	Adams	160
Lester Martin	Earl	Heifer	CAO	2.46	Brodbar	2607
Coby & Wayne King	Eden	Beef, Horse, Broiler	CAO	4.16	Reuter	2157
Curvin Zimmerman	Earl	Layer	CAO	126.30	Hartz	2643
Louis Martin	East Earl	Broiler, Steer, Horse	CAO	5.53	Brodbar	2633
Mervin Weaver	Ephrata	Broiler, Steer	CAO	3.88	Findeisen	19
Dennis Groff	Strasburg	Layer	CAO	2.45	Adams	915

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

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

OWNER	TOWNSHIP	Operation	DESIGNATION	AEU's/ ACRE	REVIEWER	PLAN #
Jeff Nolt	Rapho	Broiler	CAO	233.90	Lutz	53

**NMP Update Report to Lancaster County Conservation District Board of Directors
March 2023 Activity
April 5, 2023 Board Meeting**

NMP Name	Municipality	Plan Update Submission Date	Original NMP Approval Date	Planner ¹	Species ²	AEUs	Regulated Operation Type ³	Date Plan Acknowledgment Letter Sent	Reason for Update
Noah W. Kreider & Sons, LLP- Manheim Farm	Penn	3/20/2023	9/9/2022	Devin Gerlach	Dairy/ Layers	15781.72	CAO CAFO	3/24/2023	Simple Update
Harvest Lane Farm	Manheim	3/23/2023	5/6/2021	William Rogers	Layers/ Steers	308.99	VAO CAFO	3/24/2023	Simple Update

Item II.4

Acknowledgment of Conservation Plans (Lutz)

**The Lancaster NRCS Field Office recommends the following plans for the
February 1, 2023 Board Meeting:**

NATURAL RESOURCES CONSERVATION SERVICE

Conservation Plans	Number of Plans	Planner	Township
Kirby F Nissley	1	Christine Griesemer	East Donegal
Kirby F Nissley	1	Christine Griesemer	Rapho
Buckwalter Farms LLC	1	Brett Ramer	East Donegal
Michael J Kirzoncic	1	Joel Alicea-Hernandez	West Lampeter
Ferncrest Farm LLC	1	Heather grove	Little Britain

LCCD AG EROSION & SEDIMENTATION PLANS

Conservation Plans	Number of Plans	Planner	Township
Ryan & Valerie O'Donnell	1	Samantha Adams	Drumore

Item III.2
Lancaster County Conservation District
Balance Sheet
As of March 27, 2023

ASSETS

Checking/Savings	
District General Fund	
1001 · General Fund INVEST	849,928.62
1015 · General Fund Citizens	9,980.70
Total District General Fund	<u>859,909.32</u>
Raymond James/Fulton Advisors	
Investment Unrealized Gain/Loss	-26,226.36
Raymond James/Fulton Advisors - Other	750,000.00
Total Raymond James/Fulton Advisors	<u>723,773.64</u>
E & S	
1002 · E & S - A	381,761.95
1005 · Clean Water - R	295,036.38
Total E & S	<u>676,798.33</u>
1003 · Youth Conservation School - C	959.38
1006 · Separation - A	35,621.49
1007 · Reserve	
Reserved-LCCD Health 21-22 -A	27,119.73
Reserved-LCCD Health 20-21 - A	1,317.70
Reserved-LCCD Health 19-20 - A	9,520.61
Reserved-LCCD Health 18-19 - A	213.40
Reserved-Capital - A	58,726.87
Reserved-Communication - A	24,000.00
Reserved-Computer Hardware - A	26,725.77
Reserved-NM Program - A	62,863.97
Reserved-NMP Vehicle - A	47,171.38
1007 · Reserve - Other - U	222,425.91
Total 1007 · Reserve	<u>480,085.34</u>
1008 · Scholarship - C	
Bond Unrealized Gain/Loss - C	-3,320.32
Scholarship Bonds - C	35,000.00
1008 · Scholarship - C - Other	6,254.30
Total 1008 · Scholarship - C	<u>37,933.98</u>
1009 · Dirt & Gravel Roads - R	112,367.24
1013 - Exelon - R	706,371.67
1014 - Low Volume Roads - R	360,164.62
1115 · Conservation Excellence - R	968,216.25
1116 · CBAIP Phase II - R	423,399.14
1117 · Chesapeake Bay Action Plan - R	935,701.26
1118 · American Rescue Plan Act - R	2,147,535.76
1017 · Self-Funded Health Insurance -R	134,106.61
TOTAL ASSETS	<u><u>8,602,944.03</u></u>

\$669,256.32	General Operations - U
\$80,122.21	Grants without bank account - R
\$63,285.62	Activities Account - A
\$47,245.17	Tree Fundraiser Account - U
\$859,909.32	TOTAL

Fulton Advisors	Fulton + INVEST
Funds Invested	Balance
5/2/2022	3/27/2023
350,000	731,761.95
	<u>295,036.38</u>
	1,026,798.33
25,000	25,959.38
25,000	60,621.49
25,000	26,317.70
50,000	59,520.61
25,000	25,213.40
100,000	162,863.97
125,000	347,425.91
25,000	62,933.98

750,000	Initial Investment
723,774	Current value
-3.5%	ITD Gain/Loss

\$1,313,328.49	A - Assigned Funds
\$88,893.36	C - Committed Funds
\$6,163,021.14	R - Restricted Funds
\$1,037,701.04	U - Unassigned Funds
\$8,602,944.03	TOTAL

LIABILITIES & EQUITY

Liabilities

Lancaster County Conservation District
Balance Sheet
As of March 27, 2023

Current Liabilities	
Other Current Liabilities	
2017 · Fulton Retirement Liability	675.00
2015 · HSA Liability	82.69
2200 · YCS Liability	25,959.38
2016 · Health Insurance Liability	134,106.61
Total Other Current Liabilities	<u>160,823.68</u>
Total Current Liabilities	<u>160,823.68</u>
Total Liabilities	160,823.68
Equity	
3000 · Opening Bal Equity	893,610.68
3900 · Retained Earnings	8,182,878.63
Net Income	-634,368.96
Total Equity	<u>8,442,120.35</u>
TOTAL LIABILITIES & EQUITY	<u><u>8,602,944.03</u></u>

Lancaster County Conservation District
Income and Expenses
January 1 through March 27, 2023

	General Operations	E&S	Activities & Tree Sale	Grants	Scholarship	Separation/ Reserve	Check	Jan 1 - Mar 27, 23	Budget	\$ Over Budget
Income										
520 · County Funding	75,000.00						75,000.00	75,000.00	75,000.00	0.00
530 · Program Contracts	617,031.64						617,031.64	617,031.64	378,206.75	238,824.89
560 · Grant Administration	47,810.32			10,866.08			58,676.40	58,676.40	187,630.75	-128,954.35
570 · Grant Project Income	37.50			764,198.38			764,235.88	764,235.88	2,328,723.50	-1,564,487.62
580 · Fee / Reimbursement Income	1,592.79	3,627.00	5,750.00				10,969.79	10,969.79	187,062.50	-176,092.71
581 · E&S102 Review Fees		207,750.00					207,750.00	207,750.00	160,000.00	47,750.00
582 · NPDES Permit Fees		31,500.00					31,500.00	31,500.00	25,500.00	6,000.00
583 · 105 CWF Fees							0.00	0.00	0.00	0.00
590 · Interest Income	6,843.84	6,208.04		64,306.07	443.11	5,079.73	82,880.79	82,880.79	7,934.00	74,946.79
540 · Activity Income			6,284.23		250.00		6,534.23	6,534.23	5,056.00	1,478.23
585 · Tree Sales Income			18,765.25				18,765.25	18,765.25	10,500.00	8,265.25
595 · Other Income	63.50	22.00	1,875.00	1,295.25		41,405.22	44,660.97	44,660.97	16,393.75	28,267.22
599R · Interfund Transfer In	754.20					4246.29	5,000.49	5,000.49	0.00	5,000.49
Total Income	749,133.79	249,107.04	32,674.48	840,665.78	693.11	50,731.24	1,923,005.44	1,923,005.44	3,382,007.25	-1,459,001.81
Gross Profit								1,923,005.44	3,382,007.25	-1,459,001.81
Expense										
										0.00
7100 · Staff Salary	405,781.36	112,090.92		41,916.01			559,788.29	559,788.29	658,407.75	-98,619.46
710 · All Emp Benefits	120,731.42	27,571.24	814.27	4,411.77			153,528.70	153,528.70	208,636.25	-55,107.55
720 · Vehicle & Travel Expenses	10,481.78	28,977.96		971.08			40,430.82	40,430.82	72,962.50	-32,531.68
722 · Meeting Expenses	1,567.25						1,567.25	1,567.25	8,122.50	-6,555.25
730 · Supplies	4,135.28	560.12				669.60	5,365.00	5,365.00	4,862.50	502.50
735 · IT - Communication	4,293.13	145.00	107.50	835.00			5,380.63	5,380.63	8,390.25	-3,009.62
740 · Postage	571.10	371.65	35.37	7.11			985.23	985.23	2,006.25	-1,021.02
745 · Office Rent	21,478.98	5,674.50					27,153.48	27,153.48	27,492.75	-339.27
750 · Equipment	696.16	99.00					795.16	795.16	8,785.00	-7,989.84
830 - Administrative	37,902.06	35.00	1,064.23	1,590.89			40,592.18	40,592.18	138,086.00	-97,493.82
810 · Activity Expenses			2,053.81				2,053.81	2,053.81	16,582.50	-14,528.69
820 · Grant Project Expenses				1,714,716.61			1,714,716.61	1,714,716.61	2,723,208.75	-1,008,492.14
805 · Allocated Cost Transfer	-9,271.15	9,271.15					0.00	0.00	-1,795.51	1,795.51
890 · Miscellaneous Expenses	16.75						16.75	16.75	8,862.50	-8,845.75
899E · Interfund Transfer Out	4,246.29					754.20	5,000.49	5,000.49	0.00	5,000.49
Total Expense	602,630.41	184,796.54	4,075.18	1,764,448.47	0.00	1,423.80	2,557,374.40	2,557,374.40	3,884,609.99	-1,327,235.59
Net Income	146,503.38	64,310.50	28,599.30	-923,782.69	693.11	49,307.44	-634,368.96	-634,368.96	-502,602.74	-131,766.22

Verification Coordinator Job Posting

The Lancaster Conservation District recently received a National Fish & Wildlife Foundation (NFWF) Most Effect Basin's (MEB) Grant to conduct agricultural Best Management Practice verifications for BMP's that have recently fallen out of the Chesapeake Bay Model. The District and Lancaster partners recently have found out that BMP's that have reached their designated lifespan fall out of the Bay Model. We know from past experience that a good number of these BMP's that fall out of the model are still functioning and we have been encouraged by PA DEP to verify these practices that have exceeded their lifespan so that they can be added once again to the model. After a small funding stream was provided to the District in the last CAP round the District decided to go after a much larger funding source for this verification process here in the county and we were awarded these funds by NFWF. Part of the grant was to hire a verification coordinator and that is what we are now requesting the Board approval for, to advertise for this position. A job description and announcement have been created for this position. The salary range for this position would range from \$45,000-\$50,000 depending on the experience and skill level of the applicant.

***Action Required**

Summer Intern

Sallie Gregory and Matt Kofroth recently interviewed 4 college students that applied for a summer internship position with the Conservation District. Eleven students submitted application packets for review. Staff felt these four applicants had potential and skills suited for the internship position. Based on the application and interview, Madeleine Gagliano was selected for approval to serve as the 2023 Summer Intern. Madeleine is a junior at George Mason University studying Biology with a minor in Conservation Studies. A native of Lancaster County, Madeleine graduated from McCaskey High School and enjoyed participating in the Senior High Envirothon with her classmates.

In addition to her course studies, Madeleine has interned at the university's hydroponic greenhouse and worked for the Lancaster Lebanon IU13 as an Autistic Support Substitute Teacher. Madeleine anticipates starting her internship with the Conservation District on Monday, May 22 through Friday, August 4. The intern will receive \$14.00/hr. during the work day 8 am – 4 pm, Monday – Friday, recognized by a line item in the 2023 District budget. She will work directly with the Watershed and Education programs.

***Action Required**

Spring 2023 Internship Update

Cory Grudovich, the District's 2023 Spring Intern, finished a major project that he had been hired to complete this week (tree sale data entry) and requested to resign from his internship position early. He cited an additional course workload for his schooling as his reason for leaving his position. District staff accepted his resignation.

Item III.4

Agriculture Conservation Assistance Program Grant Approval

The Agriculture Conservation Assistance Program (ACAP) currently has two applications that have been reviewed by district staff and are ready for board action. The following table outlines the projects and amounts requested.

Landowner	District/Private Consultant	Municipality	BMPs	Total Project Cost	Total Grant Requested
Robert Sensenig	District	Little Britain Twp.	8 Pipe Outlet terraces, Grassed Waterway, Lined Outlet, Underground Outlets	\$111,622.15	\$100,459.93
Kenneth Martin	District	East Drumore Twp.	Silage Leachate, Waste Transfer	\$23,943.43	\$21,549.09
Totals				\$135,565.58	\$122,009.02

ACAP Funds Requested: \$122,009.02

The Ag Program Manager and Assistant Ag Program Manager recommend positive action for approving \$122,009.02 worth of ACAP funding for the multiple applications.

***Action Required**

Item III.5

Countywide Action Implementation Grant Approval

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

Landowner	Municipality	BMPs	Total Grant Requested
Amos S. Stoltzfus	Bart Twp.	Waste Transfer, roof runoff structures, underground outlets, structure for water control	\$91,342.62
Totals			\$91,342.62

CAP Funds Requested: \$91,342.62

The Ag Program Manager and CAP Coordinator recommend positive action for approving \$91,342.62 worth of CAP funding for this application.

***Action Required**

Item III.6

Act 38 Program Compliance

Jeff Nolt has a broiler operation in Rapho Township that is currently a CAO in the Act 38 Program. Mr. Nolt's Nutrient Management Plan (NMP) expired October 1, 2022. The 2023-2025 NMP was submitted December 28, 2022 for review, after receiving 3 reminder letters. Comments were provided to the planner on February 8, 2023, which required information from Mr. Nolt to address them. An extension for the review was granted by the SCC to provide until the April District Board meeting to approve the NMP. During this time, both LCCD and the planner have been unable to reach Mr. Nolt to obtain the information needed to finalize the NMP. The NMP currently in review was recommended for disapproval by the District Board at this meeting. Referral to the SCC for operating without a current approved NMP would be the next step.

John F. Stoltzfus' dairy operation in Fulton Township was identified as a potential CAO during a DEP complaint investigation. Mr. Stoltzfus was mailed three (3) notices November 14, 2022, January 19, 2023, and February 23, 2023 requesting either a planner submit a calculation demonstrating the farm is not a CAO, or an Act 38 NMP for review. A final deadline of March 14, 2023 was provided in the last letter. Mr. Stoltzfus reached out to the Ag Program Manager and the SCC stating recognizing that he is a CAO and that he contacted Red Barn Consulting to develop a NMP. It was confirmed by the consultant that he only left a message inquiring about a plan, but no contact was made thereafter.

The State Conservation Commission is aware and involved with both of these operations. Positive action by the Board is requested based on the Agriculture Committee's recommendations on potential referral to the SCC for further action.

***Action Required**

Item IV.1

Correspondence, News and Updates

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

- Resignation - Lisa Graybeal's resignation from the Board of Associates (handout)
- Invitation - Lancaster County Agriculture Council Invitation to participate in Roundtable Farm Bill Discussion with Sen Smucker & Sen Thompson on March 31, 2023, from 4-6 pm at the Farm and Home Center (attachment)
- Invitation – A Clean Water Partner meeting on April 5th from 8-9:30am at the S Dale High Leadership Center to review County-wide efforts and progress in accomplishing clean water goals. Registration at <https://www.eventbrite.com/e/full-partners-meeting-tickets-588477330537> (attachment)



Lancaster County
Agriculture Council

Celebrating 10 Years

SERVING LANCASTER COUNTY AGRICULTURE SINCE 2011

March 20, 2023

Lancaster County Agriculture Council Members and Special Guests:

We are excited to share with you the details of a Roundtable discussion with Representative Lloyd Smucker's special guest, Representative Glenn "GT" Thompson. He is an 8th term congressman and the first chair of the House Agriculture Committee from Pennsylvania in over 150 years! Additionally, GT is the dean of the Pennsylvania delegation.

Please join us on March 31, 2023, from 4-6 pm at the Farm and Home Center at 1383 Arcadia Road, Lancaster, PA 17601.

After both Representatives are introduced, there will be a roundtable discussion from pre-submitted questions. Following the discussion, time will be available for additional questions and dialogue. Please have your questions sent to Rob Barley (RobB@starrockfarms.com) by Monday March 27th if possible.

We are hoping to focus our questions on Lancaster agriculture and the upcoming Farm Bill.

Thank you for agreeing to participate as we look forward to talking with GT and discussing anything from the avian influenza response by USDA to the upcoming Farm Bill. He will be instrumental in crafting the next five year Farm Bill. It is a unique and prestigious role to serve as a Chairman and we have the chance to directly offer local input in an informal setting.

We look forward to seeing you on March 31st.

Greg Kirkham, Board Chair, Lancaster County Agriculture Council
Rob Barley, Committee Chair for legislative issues, LCAC.

Clean Water Partners Meeting

There will be a Lancaster Clean Water Partners' Full Partners Meeting on April 5th from 8 am - 9:30 am at the Dale High Leadership Center, 1861 William Penn Way, Lancaster, to review County-wide efforts and progress in accomplishing clean water goals. Registration at <https://www.eventbrite.com/e/full-partners-meeting-tickets-588477330537>

We're excited to join together on this spring morning to highlight clean water successes, re-commit to shared goals, hear from experts about new resources that support your work, and meet new faces in this collective space. The spring is a busy time full of opportunities to expedite progress, so we are excited to feel the large group's momentum towards a shared vision of clean water in Lancaster County by 2040.

Come celebrate the progress we have accomplished as a community!

Light refreshments will be served, and afterwards we will offer optional nearby field visits to tour examples of your hard work!

Item IV.3

Tree Seedling Sale Update

The Lancaster County Conservation District 49th Annual Tree Seedling Sale order pick-up will be held Thursday, April 13 at the Farm and Home Center as a Drive-Thru event. Approximately 623 orders will be pre-packaged for customers. April 13, from 8 am – 5 pm.

Item IV.4

2023 Planning Meeting Summary

The report below is a summary of the priority goals and objectives identified during the February 1, planning meeting. A staff committee has met with Kimberly Patrick, (HR Consultant) and identified workgroups, tactics and action steps for accomplishing the goals. Progress will be reported monthly to keep the full board updated.

Lancaster County Conservation District 3 year Strategic Goals (2023 to 2026)

Relationship Building/Visibility

Strategic Goal 1: Create a marketing and communication plan that leverages current relationships and identifies new strategic alliances.

1. Public Awareness

- Take credit for work to make District available as a resource.
- We aren't the bad guys
- Signage and direction to more info.
- QR codes
- Help public realize importance of work.
- Marketing Plan by department

2. Nurture new and existing relationships

- Farmers
- CWP
- Municipalities
- Funders
- Partners
- Local community residents
- Plain Community
- Urban community
- Homeowners
- Contractors and developers

3. Use IT and Technology (CRM) to document and coordinate communication

4. Engage the Board

Building Capacity

Goal: Create an agile organizational framework that can support current and future growth.

1. Fully support Asst. Manager role
2. Evaluate financial and operational impact of adding staff in mission critical areas which may include but is not limited to:
 - Relationship Manager/Project Manager/Development Coordinator
 - Effective administrative team
 - IT
 - Finance
3. Cut red tape/Efficiencies
 - Identify what processes are bogging down productivity (those things within District control)
 - Better grant management to not leave available funds on the table
 - Effective communication

Staff Retention:

Goal: Increase staff retention through continuous improvement, with a focus on professional development, and creating a positive and empowering work environment that continues to attract and grow passionate and talented conservationists.

1. Total Rewards: Continue to Evaluate
 - Work/life balance
 - Flexibility in scheduling and job duties
 - Regular evaluation of salary and benefits
2. Advancement Opportunities
 - Cross training
 - Work on internal promotion career paths
 - Identify what skills are needed in the future for all positions.
 - Provide growth opportunities
3. Empowering staff through 121 coaching and mentoring to generate and address
 - New ideas and practices
 - Job Satisfaction
 - Burnout