

**Lancaster County Conservation District
Erosion & Sedimentation Committee Meeting Minutes
Thursday June 22, 2023
LCCD Upstairs Conference Room #218
Available virtually via ZOOM**

In Attendance: Jay Snyder, Greg Strausser, Chris Thompson, Eric Hout, Adam Stern

1. Compliance/Enforcement Updates – Eric Hout

Eric Hout provided an update on the status of formal enforcement actions. He stated that no formal enforcement actions are currently pending or in process. He stated that the enforcement actions involving the Florin Hill site in Mt. Joy Borough and the Lampeter-Strasburg School District Early Childhood Learning Center site in West Lampeter Township have both been completed and formally closed at this time.

2. Initial 2024 Budget Planning – Adam Stern

Adam Stern provided an update on the status of budget planning for the Conservation District and the E&S Department. The initial planning for the 2024 budget is ongoing. Adam and Eric are working with Chris Thompson on planning the Department's proposed budget. Drafts and final versions of the budget will be put in front of the Committee and the full Board of Directors for review and approval upon completion. With this meeting's discussion, Adam was looking to solicit any initial input from the Committee on the budget with a focus on the two items below.

a. Fee Schedule

The Committee indicated that they are comfortable with the fee schedule that was approved and took effect on January 1, 2023. The Committee supports staying with the current plan to evaluate the need for fee increases every other year. This would mean an evaluation and potential increase in the lead up to 2025. Committee asked Department Staff (Eric & Adam) if the category changes made to the schedule are creating any issues or need any updates. Eric & Adam did not indicate any current issues and support continuing the current fee schedule.

b. Anticipated Expenses

Adam provided opportunity to identify any anticipated Department expenses for budget planning. Eric stated that the purchase of mobile devices (tablets) for technicians to use in the field has been discussed in the past. Adam indicated that he will add this to discussions regarding 2024 expenses. Greg Strausser stated that large format computer monitors may be helpful as District permitting systems move toward a digital format. Adam indicated that each technician currently has one computer monitor and one large TV monitor at their work station for this purpose. Eric asked that the Committee continue to provide any helpful feedback as the Department gets used to reviewing submissions in a more digital workflow.

3. Technician Coverage and Workload Update – Adam Stern

Adam shared the current E&S Department Municipal Coverage map (effective 5/1/23) and the final E&S Department Municipal Coverage map draft (see attached for both documents). The current plan is to implement an additional interim coverage map in July or August 2023 and implement the final coverage map by January 1, 2024 at the latest. Greg Strausser asked how the final map distributes work load among technicians and specifically if it allows the Program Manager and Technical Manager to maintain a lighter work load in order to free up time to offer support to other technicians and handle admin duties. Adam indicated that it currently offers a reduced work load for the Program Manager but puts the Technical Manager even with other technicians. Adam indicated that he and Eric have had initial conversations about changes to the final map that would reduce the Technical Manager's coverage area for this reason. Adam indicated that he doesn't anticipate those changes effecting the July/August update, but he and Eric will revisit the question before implementing the final map.

4. Draft PCSM Manual – Adam Stern

Adam stated that the public comment period for the Draft PCSM Manual ended on 4/28/23. PA DEP has indicated that they are currently working on formal comment responses and development of the final manual. An anticipated release date has not been provided at this time.

5. CPESC vs. CESSWI – Eric Hout

Eric provided an overview of anticipated changes to the Certified Professional in Erosion and Sediment Control (CPESC) program administered by Envirocert International Inc (ECI). The CPESC certification will now include planning and design while the Certified Erosion, Sediment and Stormwater Inspector (CESSWI) certification will cover field inspection. Eric allowed the Committee time to offer initial thoughts on the transition and how to handle certification within the Department. The Committee expressed initial support for offering both certifications to staff members (with District reimbursement of costs). Staff will continue to research both certifications and how best to implement them into Department training programs. Chris highlighted the value of professional certifications for offering validity and a heightened level of professionalism for staff. Eric is currently the only Department team member carrying the CPESC title. Adam is initially registered for the title, but needs to complete the required exam.

Next Scheduled Meeting

Thursday July 27, 2023 @ 1:30 PM

LCCD Upstairs Conference Room #218 and virtually via Zoom