

**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
December 6, 2023**

The 859th regularly scheduled Board Meeting of the Lancaster County Conservation District (LCCD) was held in person at the Farm and Home Center for Directors and via Zoom Call-In on December 6, 2023, at 7:30 PM.

The following Directors were present: Dan Heller; Chairman, Herb Kreider, Roger Rohrer, Bob Shearer, Jay Snyder, Commissioner John Trescot; Sonia Wasco, and Kent Weaver.

The following Associate Directors were present: Jenny Engle, Justin Welk, and Dan Zimmerman

The following District Staff were present: Kent Bitting, Amanda Goldsmith, Sallie Gregory, Stacey Hertz, Eric Hout, Matt Kofroth, Kevin Lutz, and Christopher Thompson

The following Cooperating Agency representative was present: Heather Grove; District Conservationist, NRCS and Jeff Schmidt: Pa Fish and Boat Commission

The following Visitors were present: Ken Meck, Director Emeritus, and Gerald Heistand

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

Herb Kreider provided the invocation for the meeting.

Introductions: Chris Thompson introduced Officer Schmidt, Gerald Heistand, and Amanda Goldsmith.

Additions to the Agenda: There were no additions.

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

I. Agency Reports

1. USDA, NRCS Report

Heather Grove reported that the Cover Crop Program has received 30 applications by the December 1, 2023 deadline. There has been a slight uptick in additional applications for EQUIP.

2. PA DEP Field Rep Report

Chris Thompson highlighted the information about District Directors needed for State Water Plan Committees and encouraged Directors to consider the opportunity. Chris pointed out the information about the PA Fertilizer Law Revisions Effective January 2024. He referred to the meeting dates and training webinars for 2024 and highlighted the information about the ACAP Program. Chris shared that the County publishes an ad with our meeting dates along with other County departments as part of the Sunshine Law requirement.

II. Consent Agenda

Chairman Dan Heller gave the opportunity for Directors to withdraw any of the items from the Consent Agenda in order to have additional discussion. Hearing none, he requested a motion to approve the agenda.

John Trescot moved to approve the Consent Agenda as presented. Roger Rohrer seconded the motion. The motion passed unanimously.

The Consent Agenda includes the following approved items.

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

**Requests for Nutrient Management Plan Approval (Lutz)
November 2023 Activity
December 6, 2023 Board Meeting**

The plans are for the following operations:

OWNER	TOWNSHIP	OPERATION	DESIGNATION	AEU's/ ACRE	REVIEWER	PLAN #
Levi Stoltzfus	Penn	Layer, Horse, Beef	CAO	7.86	Bosworth	441
Ammon Lantz Jr.	Clay	Dairy	CAO	2.10	Bosworth	1729
Phil Good	Strasburg	Layer/Heifer	CAFO/CAO	7.05	Brodbar	829
Elam King	West Earl	Dairy/Layer	CAO	3.72	Reuter	284
John S. Stoltzfus	Colerain	Swine	CAO	151.44	Reuter	35
Paul Horning	Manheim	Guinea/Steer	CAO	3.12	Schavnis	1405
Farm Fresh Egg Products	Rapho	Layer	CAFO/CAO	2480.60	Findeisen	331
Curvin Nolt	Drumore	Broiler	CAO	36.09	Adams	49
Eli Smucker	East Drumore	Dairy	CAO	3.16	Adams	1743
John Reiff	West Earl	Broiler/Steer	CAO	5.09	Brodbar	365

III. Additional Business

1. Items removed from the Consent Agenda

None removed.

2. Treasurer’s Report

Stacey Hertz highlighted that the Income and Expenses report shows a negative \$37,800 under the General Operations however there were deposits after the report was completed that would raise the balance to \$4,352,219.95 as of December 4. Stacey stated she is looking for suggestions on what details the Directors would like to see in the financial report. Kent Weaver reported the year-end increase of the Raymond James Fund is 2.0%, \$11,224. \$150,000 was moved into a protected fund with a stop-loss.

3. 2024 Budget Presentation

Matt Kofroth stated not much has changed since the 2024 Budget draft was presented in November. Numbers were revised for end-of-year salary authorization, merit, bonus, and cola and expenses for IT support, supplies, and professional services. The Budget and Finance Committee has talked about moving to an accrual-based accounting system but is waiting for the 2022 Audit to be completed. Roger Rohrer made a motion to approve the 2024 Budget (\$13,525.989) as presented. John Trescot seconded the motion. The motion was approved.

4. Personnel Committee

Sonia Wasco reported that the interviews for the E&S Team Support Specialist will start soon with an expected hire date of January 8, 2024. Sonia also shared that a title change for Sallie Gregory to Conservation Education & Operations Coordinator was being made to reflect what she has been doing to support Administration with special projects to enhance operations. Sonia then reviewed three discussion topics the committee had regarding updates to our employment benefits packages.

1. Staff are now able to take advantage of an Employee Assistance Program (EAP) which is provided through our workman's compensation coverage provided by Principal Insurance carrier. The EAP benefit includes counseling for mental and financial wellness services and instructional webinars.
2. Sonia provided an update that the Committee is working to add some type of Maternity/Paternity Leave policy by June 2024.
3. The Personnel Committee also reviewed with the Board a request by Eliance Health to add gender-transitioning services and medications to our healthcare plan. Sonia reviewed details of Eliance's request and a letter submitted to the committee by Adam Stern in support of including this coverage. (A hard copy of the letter was given to each Director and is attached to these minutes). The Committee, citing other elective services we do not include in our plan (ie: bariatric surgery, private nursing care, vision therapy, etc.) to help contain and minimize premium cost increases shared by the staff, recommended to not add the gender-transitioning services and medications to our healthcare coverage.

After much discussion, Sonia Wasco made a motion to not change our healthcare coverage for the balance of our 2023-2024 contract and to sign the indemnification clause with Eliance. The motion was seconded by Herb Kreider. The motion carried.

5. ACAP Project Approval

Kent Bitting presented two applications for ACAP funding and stated that they are two larger projects totaling \$887,847.30. There was a discussion about the allocation of funds.

Landowner	District/Private Consultant	Municipality	BMPs	Total Project Cost	Total Grant Requested
Jonas M. Ebersol	Lancaster Farmland Trust	Strasburg Twp.	Roofed Stacking Shed, Manure Storage, HUA, Animal Trail, Fencing, Grassed Waterway, Waste Transfer, Underground Outlet	\$639,890.60	\$500,000.00
Ammon S. Stoltzfus	Lancaster Farmland Trust	Sadsbury Twp.	Roofed Stacking Shed, Fencing, Lined Outlet, Underground Outlets, Roof Runoff Structure, Access Road, Structure for Water Control	\$467,847.30	\$387,847.30
Totals				\$1,107,737.90	\$887,847.30

A motion was made by Roger Rohrer and seconded by John Trescot to approve the ACAP projects. The motion passed unanimously.

6. CEG Approval

Kent Bitting reported that a total of \$600,000 was received from the State Conservation Commission for the 2023-2024 Conservation Excellence Grant and this is the first project.

Landowner	District/Private Consultant	Municipality	BMPs	Total Project Cost	Total Grant Requested
Doug Metzler	District	Martic Twp.	Roofed Manure Stacking Area, Manure Storage, HUA, Roof Runoff Structure, Underground Outlet	\$239,520.00	\$215,568.00
Totals				\$239,520.00	\$215,568.00

Sonia Wasco made a motion to approve the project. Jay Snyder seconded the motion. The motion passed.

7. 2022 Audit Presentation

Stacey Hertz reported that completing the audit and single audit for the District and the Foundation has been delayed. SEK is working to complete the Audit by the end of January. Chris Thompson reported that an extension was filed with the State Conservation Commission.

8. PAFBC Cooperative Agreement Budget Update

Amanda Goldsmith shared that an amendment is needed with the Fish & Boat Commission for the Melvin Bieler project due to significant permitting delays which resulted in increased costs. A motion was made by John Prescott to amend the agreement to increase the grant from \$6,000 to \$11,000 and seconded by Sonia Wasco. The motion carried.

IV. Reports/Information

1. Correspondence, News and Updates

- Lancaster Newspaper article, November 19, 2023 - Featuring Outback Toys
- Letter from the State Conservation Commission adding two new Nominating Organizations, Lancaster Conservancy and Donegal Trout
- Letter from the State Conservation Commission removing inactive organizations from the list of Nominating Organizations
- Chris Thompson shared that Dan Heller and Bob Shear will be transitioning to Assistant Directors in 2024. The County will assign a new representative to the District in 2024 since John Prescott's term will be completed.

2. E&S/NPDES Monthly Projects Report

Eric Hout highlighted the Total Plan Submissions and Fees Collected for November 2023 and the year-to-date totals. He noted that we also collect a \$100 per disturbed acre fee for DEP associated with NPDES permits. He reviewed some of the higher fee amount plan submissions. Eric shared that the Outstanding NPDES Projects over 3 months are just over 27%.

3. Extraordinary Give Update

Sallie Gregory thanked everyone who donated to the 2023 Extra Give. The donation total on November 17 was \$6,250 and another donation was received by check. There was also an additional donation through an employer match making the total donation just under \$8,000.

4. PACD/SCC Winter Meeting Registration

Chris Thompson highlighted the meeting dates for the 2024 PACD Winter Meetings. Staff and Directors are invited to attend the online meetings but need to register. Sonia Wasco shared information about the PACD budget shortfall and expected dues increase in 2024.

5. Watershed Program Update

Amanda Goldsmith reported on two 319 grants that are supporting the Watershed Program. The first grant is in the Pequea watershed and includes design/permits for 8 projects and the purchase and installation of two sondes for more water quality monitoring. The grant total is \$138,300. The second grant focuses on tributaries of the Conowingo and Conewago watersheds and includes riparian buffer outreach and installation. The grant total is \$166,375.

6. Annual Planning Meeting Update

Sallie Gregory shared that the Annual Planning Meeting will be held on Wednesday, February 7, 2024, followed by a lunch. The February Board Meeting will be held at 1 pm.

7. New Agreement 2024 CAP

Chris Thompson shared the grant approval letter from DEP. Clean Water Partners has worked with District staff to administer the project funding. He stated that this is the fifth year the District has received funds to administer the program. The grant includes \$100,000 to manage the program and \$4,000,000 for the CAP projects.

8. Permit Review MOU with Chester County

Eric Hout presented the MOU Draft with Chester County. He noted the document is more encompassing than reviewing E&S plans. Chris Thompson noted that DEP, South Central Regional Office had reviewed the document and offered their edits and this is the final version. A motion was made by Sonia Wasco to accept the final version of the MOU and seconded by Roger Rohrer. The motion passed unanimously.

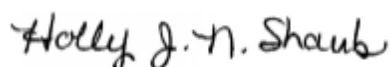
V. Additional Public Comment:

There were no additional comments.

Meeting Adjourned

Chairman Dan Heller adjourned the meeting at 9:22 p.m.

Respectfully submitted,



Holly J. N. Shaub
Admin. Support Specialist, Ag Program