



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

Wednesday, March 1, 2023

Lancaster Farm & Home Center

Zoom Info: <https://zoom.us/j/91731607863>

Business Meeting 7:30 PM

<u>Timer</u>		<u>Page #</u>
7:50	I. <u>Agency Reports</u>	
	2. PA DEP Field Rep Report (attachment) .....	1
8:10	III. <u>Additional Business</u>	
	2. Treasurer's Report - Hertz (attachment) .....	8
8:35	IV. <u>Reports &amp; Information</u>	
	3. E&S/NPDES Monthly Projects Report – Stern (attachment) .....	11
	5. Planning Meeting Report – Thompson (tabled until April BOD Meeting) .....	-
	<u>Additional Item</u>	
	7. Dirt & Gravel/Low Volume Rd. QAB Meeting – Kofroth (attachment) .....	15

**\*Action Required**

## Item I.2

### March 2023 DEP Conservation District Field Rep Talking Points

#### **Pennsylvania Envirothon Call for Volunteers**

The Pennsylvania Envirothon is once again looking for volunteers. The Envirothon is an Environmental Competition for High school students. Students participate in teams of 5 students in a virtual oral component and in-person station testing. The stations include: Forestry, Wildlife, Soils and Land Use, Aquatics and a Current Issue. The 2023 current Issue is Climate Change.

The Virtual Oral Component will be held:

May 17 - Indiana County Conservation District

May 18 - Snyder County Conservation District

May 19 - Monroe County Conservation District

The Station Testing will be held May 24 at Camp Mount Luther, Union County, near Mifflinburg, PA.

Anyone interested in volunteering should go to the Envirothon's website for more information

<https://www.envirothonpa.org/registration/>

#### **Draft Guidance for the new Clean Water Procurement Program is posted**

PENNVEST is seeking public comment on the draft guidance for the Clean Water Procurement Program prior to approval at their April 19, 2023 Board meeting. The Clean Water Procurement Program is part of the Clean Streams Fund, with \$22 million available from COVID-ARPA to invest in a "pay for performance" program. The guidelines were developed based on the language in the 2022-2023 Fiscal Code (Act 54) as well as in consultation with DEP and the State Conservation Commission. Go to this link to find the draft guidance:

<https://www.pennvest.pa.gov/Pages/Public-Comment.aspx>

#### **Policies and Procedures**

**Statement of Financial Interests** - All Conservation District Directors are considered Public Officials and most District Employees are considered Public Employees. Any Conservation district employee that meets one or more of the criteria in the definition below **MUST** fill out a Statement of Financial Interest. Completing a statement is not optional. It is required by law. Statements are to be completed and filed with the Conservation District no later than May 1st. The general rule with this form is "when in doubt, fill it out".

"Public Official" includes any person (*such as a conservation district director*) appointed by a governmental body (such as the board of county commissioners or the county council)

"Public Employee" includes any individual employed by the Commonwealth or a political subdivision (*like a conservation district*) who is responsible for taking or recommending official action of a non-ministerial nature with regard to: Contracting or procurement; Administering or monitoring grants or subsidies; Planning or zoning; Inspecting, licensing, regulating, or auditing any person; or Any other activity where the official action has an economic impact of greater than a de minimis nature on the interests of any person.

Please refer to the Director Handbook (pp. 4-6) or the Red Ethics Pamphlet (p. 12-15 & 31-36) for additional information. If you require additional forms go to [www.ethics.state.pa.us](http://www.ethics.state.pa.us) and click on "forms" on the left side of the page.

**Public Comment Period Open for Draft Pennsylvania Post-Construction Stormwater Management (PCSM) Manual:** The draft Pennsylvania Post-Construction Stormwater Management (PCSM) Manual is open for a 90-day public comment period (January 28-April 28, 2023), and the associated Pennsylvania Bulletin notice provides an overview of the draft manual and can be viewed at: [Pennsylvania Bulletin \(pacodeandbulletin.gov\)](https://www.pacodeandbulletin.gov) Anyone is welcome to submit written comments during the public comment period. Districts should submit written comments to the 102 Resource Account, [RA-EPCHAPTER102@pa.gov](mailto:RA-EPCHAPTER102@pa.gov)

**2023 Virtual Conservation District and PA Agency Ag Meeting: Pennsylvania Partners Making an Impact!**

Mark your calendars for the 2023 Virtual Conservation District and PA Agency Ag Meeting!

April 3, 2023, 1:00pm to 4:00pm – Statewide Information

April 6, 2023, 9:00am to Noon – Chesapeake Bay Information

County conservation districts and your partners have a huge impact at the local, state, and federal levels. And all of this PROGRESS is happening because of expanding PARTNERSHIPS and PROJECTS! We invite your district to join this half-day meeting to hear from local, state, and federal partners about how your work is connecting the dots everywhere and inspiring partners at every level.

Staff from PA state agencies, USDA-NRCS, and conservation districts are encouraged to attend.

More information to come! Stay tuned for registration information.

**Leadership Development**

**CliftonStrengths for Conservation District Staff** - In 2022, Building for Tomorrow launched a CliftonStrengths initiative with conservation district managers to help identify their strengths and to suggest ways to develop, integrate, and apply these strengths for success in professional and personal life.

We are following up this successful project with CliftonStrengths for Conservation District Staff initiative in 2023. Staff are invited to complete the CliftonStrengths assessment, an online exercise that identifies an individual's unique talent themes and greatest potential for building strengths. Participants will receive a report detailing their five signature themes and access to a wealth of online resources to continue their strengths learning journey, serving as a starting point for the discovery of talents that can be productively applied to achieve success in the workplace and beyond.

After taking the assessment, staff are encouraged to register to attend one of the CliftonStrengths Team-Building Workshops scheduled for February and March. Participants will visit State Parks for a half-day program that includes exploration of the role of talents and strengths, as well as development, integration, and applications of talents and strengths for success. 2023 CliftonStrengths Team-Building Workshops are open to all district staff and there is no fee to attend, but space is limited, and registration is required.

Districts that previously agreed to participate in the 2023 CliftonStrengths initiative have already received access codes and instructions for their staff. If your manager has provided you with a code, please follow the instructions to redeem and complete your CliftonStrengths assessment and then [register for a CliftonStrengths workshop](#). Please contact me directly if you are interested in CliftonStrengths but your manager has not provided you with an access code.

## **PA Agricultural Conservation Assistance Program (ACAP)**

On December 21, 2022 Delegation Agreements were sent out to all Conservation Districts for consideration. As of February 27, 2023, 54 districts have signed and sent in their agreements. A few districts have reached out to the SCC to discuss multi-county or multi-agency agreements to administer ACAP in their respective counties.

SCC has developed a webpage on the PDA website where they plan to keep updated ACAP information and webinar recordings. The webpage currently has the ACAP Guidelines, SCC BMP List and a draft ACAP Application. Also posted is the past recorded webinars.

On January 24, 2023, SCC Board approved the Setback Requirements Policy effective January 1, 2024. Any application submitted on or after January 1, 2024 must adhere to the approved policy. This policy is for projects that include Waste Storage Facilities and Heavy Use Area Protections and states that if these BMP are included in the application and a buffer is included in a plan as a BMP, that buffer must be an average of 35 feet. There is also the ability for the applicant to submit a waiver included in the policy.

On January 26, 2023 SCC, Department of Labor and Industry, NRCS and Lancaster County Conservation District hosted a Prevailing Wage Webinar. This webinar was well attended with 131 attendees. This webinar was aimed to answer any lingering questions that districts had about administering projects consistent with prevailing wage laws. This webinar will also be posted on the SCC's ACAP webpage.

SCC staff intend to continue monthly webinars for all District managers for the foreseeable future.

Upcoming Webinars for District Managers:

Wednesday, March 8, 2023 @ 9:00 am

Wednesday, April 12, 2023 @ 9:00 am

### **ACAP Workgroups Continue**

The ACAP Advisory Workgroup reviews draft documents and provides input on new policies in the program. The ACAP Advisory Workgroup was very key in the development of the Setback Policy and will now move forward in discussions about Bidding policies.

The ACAP Center Subcommittee continues to discuss the Center and the expansion of Boot Camp Trainings. Jennifer Fetter of Penn State will be spearheading the development of the Center, which includes laying out the framework and building staff capacity. SCC plans to meet with Penn State to discuss the needs of State Engineering as well as other outputs.

The ACAP Technical Assistance Workgroup advises on the task of Trainings for Technical Assistance as well as technical support across the state. This group met on February 22<sup>nd</sup> to discuss engineering, RFPs, Job Approval Authority, Certifications for BMPs and Admin Training. With the development of the Center starting to take shape, SCC anticipates this group to reconvene to discuss the actual needs for districts state-wide on a more regular basis.

**ACAP Current Issues** – the following items are on the radar and currently being looking into by the SCC

Bidding Policy

Center Development

Technical Assistance

Counties for CD's not signing the delegation agreement

## Nutrient Management /Manure Management

Nutrient Balance Sheet Continue Education Course - The State Conservation Commission (Commission) will host a Nutrient Balance Sheet Continue Education Course on March 13, 2023 from 1:30 pm to 2:30 pm. 1.0 Commission sponsored Nutrient Management and Broker continuing education credits (CECs) will be available.

The webinar will focus on the requirement that all nutrient sources are to be shown on Nutrient Balance Sheets and other NBS issues, such as, how to handle Food Processing Residuals (FPRs)

### **PAG-12 Administrative Extension Published December 17**

The PAG-12 is the NPDES General Permit for Operation of Concentrated Animal Feeding Operations (CAFOs). The Bureau of Watershed Restoration and Nonpoint Source Management and Bureau of Clean Water have consulted with the DEP Agricultural Advisory Board (AAB) on the reissuance of the PAG-12 since the inception of the AAB PAG-12 workgroup in December 2020. The AAB received copies of the pre-Draft and Draft permit in July 2022. EPA received the Draft permit in June 2022 and provided official comments on the Draft permit in September 2022. The AAB did not have comments on the pre-Draft; however, they provided written comments on the Draft Permit in September 2022. Two AAB members also posted comments publicly during the public comment period. Comments received included two specific request to administratively extend the permit. Therefore, the administrative extension of the PAG-12 will be posted the *PA Bulletin* on December 17. All existing permittees will maintain coverage; however, after the current permit expires on March 31, 2023 until the permit is reissued, per EPA policy, new operations cannot obtain coverage under the PAG-12. New operations should apply for coverage under an individual permit. DEP has mapped out a proposed path over the next year to adequately address the remainder of the comments raised as we continue to work to reissue the PAG-12.

**Spring 2023 Nutrient Management Certification Training Dates: Interested parties may register at [www.PaPlants.pa.gov](http://www.PaPlants.pa.gov)**

<b>Training</b>	<b>Tentative Date(s)</b>
Nutrient Management Orientation	March 15
Managing Manure Nutrients Workshop	April 4, 5
Stormwater & Soil Loss Workshop	April 25,26 May 2,3 (Split if big class)
P Index Workshop	April 27 May 4 (Alternative Date)
Plan Writing Workshop	May 9, 10, 11
Public NMS Refresher	May 12
ACA & Manure Storage Workshop	May 23 (Virtual) May 24 (In Field Primary Day) May 25, 26(In Field Spillover Day)
Plan Review Workshop	June 14 (1 <sup>st</sup> choice)
Certification Exam	June 22 Two sites (PDA and LEC)
Boot Camp (Basic)	March 27-31 May 1-5 (Spillover Dates)
Boot Camp II	April 17-21 May 15-19 (Spillover Dates)

## **PA Clean Water Academy**

Periodically we like to send out a list of new content or older content we would like feature. For winter 2023 we offer the following.

### **[Course: Overview of Restoration Guiding Principles \(remote-learner.net\)](#)**

This introduction to restoration guiding principles was developed by the Division of Wetlands, Encroachments, and Training in the Bureau of Waterways Engineering and Wetlands. Please note that this presentation is intended to be an overview presentation and the Division is developing more intensive content to cover many of the topics that are introduced today. For example, a more in-depth or Deep Dive discussion on Legacy Sediments will be available in several forms in the near future. This is intended to be an introduction to a series of trainings addressing issues related to aquatic resource restoration that will be covered over the next couple years.

### **[Course: Case Study - Legacy Sediment Evaluation at Oil Creek \(remote-learner.net\)](#)**

This course is designed to introduce learners to concepts of stream restoration including evaluating legacy sediments. This case study will demonstrate different aspects relating to the legacy sediment impairment at Oil Creek in York County, Pennsylvania. Historical photographs and maps will be evaluated along with the features observed on site. Soil stratigraphy from exploratory trenches will also be evaluated.

### **[Course: Per- and Polyfluoroalkyl Substances \(PFAS\) 101 \(remote-learner.net\)](#)**

In this second “Lunch & Learn” of 2023 we will be learning about PFAS from Dawn Hissner from the Bureau of Safe Drinking Water and Amy Williams from the Bureau of Clean Water. PFAS are widely used, long lasting chemicals, components of which break down very slowly over time. Because of their widespread use and their persistence in the environment, many PFAS are found in the blood of people and animals all over the world and are present at low levels in a variety of food products and in the environment.

### **[Course: Ninety Years of the United States Civilian Conservation Corp \(remote-learner.net\)](#)**

In this Lunch and Learn we will be exploring the Civilian Conservation Corps - an overview of their organization, units camps, contributions to Pennsylvania; and their modern-day legacy.

### **[Course: DEP Draft Stormwater Manual Update - Fall 2022 \(remote-learner.net\)](#)**

This webinar is from the 2022 Fall CD Chapter 102 Meetings and includes a presentation on proposed updates to the Post Construction Stormwater BMP Manual. This presentation is led by Dr Rob Traver, Dr Amanda Hess and Mark Bowen from NTM Engineering.

### **[Course: Preparing for Grid-Scale Solar \(remote-learner.net\)](#)**

This session will kick-off with an overview of grid-scale solar development trends in Pennsylvania by DEP, including information on the factors driving this type of development, a high-level overview of the development process, county-level maps of where projects are being proposed, and the quantity and size of projects being proposed. DCNR Policy Office will discuss the agency's work to support informed decision-making on the part of landowners, developers, and municipal officials to promote conservation and sustainable best practices in the siting and construction of utility scale solar systems. Finally, Monarch Vegetation Services will provide real life examples and best practices for incorporating sustainable landscapes into the development of these systems to support biodiversity and enrich wildlife corridors and habitat.

### **[Course: Large Woody Material for Stream Restoration \(Webinar\) \(remote-learner.net\)](#)**

These webinars will cover the benefits and considerations of utilizing large woody material additions to stream corridors. Floodplain hydrology, stream morphology, wetland issues, permitting, and operational risks will all be discussed.

**102 and 105 Attachment B on the Clean Water Academy** – It is essential that Districts update the Attachment B on the Clean Water Academy for the Chapter 102 and 105 Programs anytime there are staff changes at the district. **The 102 and 105 Programs use the Attachment B online forms to enable e-permitting permissions for new staff** and to disable them for former staff. The Attachment B can be found under the Data Portal. To update Attachment B, you need to search for your county and then select the Gear icon to edit. You can then change employment status to Former and choose an Employment End Date. This helps DEP to maintain all the data systems we need to maintain and enable. [Course: Data Portal \(remote-learner.net\)](#)

### **Chesapeake Bay**

**Countywide Action Plan (CAP) BMP Verification Funding Deadline** - As a reminder, all reverification activities utilizing the \$30,000 BMP Verification funds provided to each county must be completed by **March 31<sup>st</sup>, 2023**. All invoices submitted as part of a reimbursement request for BMP Verification work must be dated prior to the 31<sup>st</sup> in order to be reimbursable.

**Regional CAP Support Staff Team** – With the expansion of the Chesapeake Bay Office to the Bureau of Watershed Restoration and Nonpoint Source Management, there will be a transition of roles and responsibilities on the monthly CAP calls. Watershed Managers will be brought on to facilitate the monthly CAP calls, CDFRs to take notes and lend local knowledge, and the WAAS Coordinator will continue to guide program level items. As each region's Watershed Manager and CDFR staff positions are filled these transitions will begin to take place. The Northeast region currently has both a CDFR and Watershed Manager and will begin this transition in a 2-3 month timeframe. The Northcentral region has a Watershed Manager, and is in the process of hiring a CDFR, and will begin this transition in a 1 month timeframe. This region is also experiencing a transition in the WAAS Coordinator from Kate Beats to Shane Gutsie. The Southcentral region is looking for a Watershed Manager (position open, share widely please!), has their CDFRs in place, and will transition in a 2-3 month timeframe.

## Dates to Remember

### SCC Meetings – 1:00 PM

Hybrid Meeting	Mar 14
Hybrid Meeting	May 9

### SCC Conference Calls – 8:30 – 10:00 AM

Conference Call	Feb 14
Conference Call	Apr 11

### Nutrient Balance Sheet Continuing Education Course - 1:30 – 2:30

Virtual	March 13
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### Leadership Development CliftonStrengths for District Staff: 9:00 am – 2:00 pm

Hickory Run State Park, White Haven	Feb 28
French Creek State Park, Elverson	March 2
Bald Eagle State Park, Howard	March 7
Moraine State Park, Portersville	March 8
Keystone State Park, Derry	March 9
Lackawanna State Park, North Abington Twp.	March 14

### Verbal Judo for Conservation Districts

SureStay Plus Hotel, Bethlehem	March 28-29
Red Lion Hotel, Harrisburg	March 30-31
Hilton Garden Inn, Cranberry Township	April 4-5

### 2023 Virtual Conservation District and PA Agency Ag Meeting

Statewide Information	April 3	1:00pm – 4:00pm
Chesapeake Bay Information	April 6	9:00am – 12:00pm

### Ag Boot Camp

Basic	March 27-31 May 1-5 (Spillover Dates)
Advanced	April 17-21 May 15-19 (Spillover Dates)

### Chapter 102 Topic-based Technical Training

Virtual	April 12
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### Chapter 102 Basic Training

Red Lion Inn, Harrisburg	May 23-26
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**Also**, check the Conservation District Training/Special Events Calendar at, [www.PACD.org](http://www.PACD.org) Select the "Events" tab and then the "Training Calendar" tab.



Item III.2  
**Lancaster County Conservation District**  
**Balance Sheet**  
As of February 23, 2023

Feb 23, 23

**ASSETS**

**Checking/Savings**

**District General Fund**

1001 · General Fund INVEST	953,626.57
1015 · General Fund Citizens	
1020 · PENNVEST Checking	75,876.50
1015 · General Fund Citizens - Other	103,380.99
<b>Total 1015 · General Fund Citizens</b>	<u>179,257.49</u>
<b>Total District General Fund</b>	<u>1,132,884.06</u>

\$678,159.14	General Operations - U
\$367,170.73	Grants without bank account - R
\$56,548.46	Activities Account - A
\$31,005.73	Tree Fundraiser Account - U
<b>\$1,132,884.06</b>	<b>TOTAL</b>

**Raymond James/Fulton Advisors**

Investment Unrealized Gain/Loss	-34,506.21
Raymond James/Fulton Advisors - Other	750,000.00
<b>Total Raymond James/Fulton Advisors</b>	<u>715,493.79</u>

Fulton Advisors	Fulton + INVEST
Funds Invested	Balance
5/2/2022	2/23/2023
350,000	731,590.60
	<u>295,092.77</u>
	1,026,683.37
25,000	25,956.11
25,000	60,499.97
25,000	26,317.70
50,000	59,520.61
25,000	25,213.40
100,000	162,863.97
125,000	345,853.07
<u>25,000</u>	<u>62,912.67</u>

**E & S**

1002 · E & S - A	381,590.60
1005 · Clean Water - R	295,092.77
<b>Total E &amp; S</b>	<u>676,683.37</u>

**1003 · Youth Conservation School - C**

956.11

**1006 · Separation - A**

35,499.97

**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	47,925.58
1007 · Reserve - Other -U	220,853.07
<b>Total 1007 · Reserve</b>	<u>479,266.70</u>

**1008 · Scholarship - C**

Bond Unrealized Gain/Loss - C	-3,320.32
Scholarship Bonds - C	35,000.00
1008 · Scholarship - C - Other	6,232.99
<b>Total 1008 · Scholarship - C</b>	<u>37,912.67</u>

**1009 · Dirt & Gravel Roads - R**

110,512.18

**1013 - Exelon - R**

754,189.93

**1014 - Low Volume Roads - R**

313,052.37

**1115 · Conservation Excellence - R**

981,498.79

**1116 · CBAIP Phase II - R**

421,954.77

**1117 · Chesapeake Bay Action Plan - R**

1,091,775.33

**1118 · American Rescue Plan Act -R**

2,142,612.03

**1017 · Self-Funded Health Insurance -R**

129,909.97

**TOTAL ASSETS**

9,024,202.04

750,000	Initial Investment
715,494	Current value
-4.6%	ITD Gain/Loss

\$1,307,052.66	A - Assigned Funds
\$88,868.78	C - Committed Funds
\$6,607,768.87	R - Restricted Funds
\$1,020,511.73	U - Unassigned Funds
<b>\$9,024,202.04</b>	<b>TOTAL</b>

Lancaster County Conservation District

**Balance Sheet**

As of February 23, 2023

Feb 23, 23

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Other Current Liabilities**

2017 · Fulton Retirement Liability 675.00

2200 · YCS Liability 25,956.11

2016 · Health Insurance Liability 129,909.97

**Total Other Current Liabilities** 156,541.08

**Total Current Liabilities** 156,541.08

**Total Liabilities** 156,541.08

**Equity**

3000 · Opening Bal Equity 893,610.68

3900 · Retained Earnings 8,182,878.63

Net Income -208,828.35

**Total Equity** 8,867,660.96

**TOTAL LIABILITIES & EQUITY** 9,024,202.04

**Lancaster County Conservation District**  
**Income and Expenses**  
January 1 through February 23, 2023

	General Operations	E&S	Activities & Tree Sale	Grants	Scholarship	Separation/ Reserve	Jan 1 - Feb 23, 23	Budget	\$ Over Budget
<b>Income</b>									
520 · County Funding	50,000.00						50,000.00	50,000.00	0.00
530 · Program Contracts	505,183.75						505,183.75	345,188.50	159,995.25
560 · Grant Administration	18,781.17			13,056.05			31,837.22	125,087.00	-93,249.78
570 · Grant Project Income	37.50			429,456.32			429,493.82	1,552,482.34	-1,122,988.52
580 · Fee / Reimbursement Income	112.00		250.00				362.00	1,041.66	-679.66
581 · E&S102 Review Fees		161,060.00					161,060.00	106,666.66	54,393.34
582 · NPDES Permit Fees		23,500.00					23,500.00	17,000.00	6,500.00
590 · Interest Income	4,590.59	4,055.07		44,207.88	421.80	3,385.37	56,660.71	5,289.34	51,371.37
540 · Activity Income	4,750.00		3,914.23		250.00		8,914.23	3,370.66	5,543.57
585 · Tree Sales Income			2,016.50				2,016.50	7,833.34	-5,816.84
595 · Other Income	63.50	22.00	1,875.00	662.51		33,125.37	35,748.38	783.34	34,965.04
599R · Interfund Transfer In						4,246.29	4,246.29	0.00	4,246.29
<b>Total Income</b>	<b>583,518.51</b>	<b>188,637.07</b>	<b>8,055.73</b>	<b>487,382.76</b>	<b>671.80</b>	<b>40,757.03</b>	<b>1,309,022.90</b>	<b>2,214,742.84</b>	<b>-905,719.94</b>
<b>Gross Profit</b>							<b>1,309,022.90</b>	<b>2,214,742.84</b>	<b>-905,719.94</b>
<b>Expense</b>									
7100 · Staff Salary	280,374.33	73,474.84		29,150.77			382,999.94	438,948.50	-55,948.56
710 · All Emp Benefits	81,931.96	17,956.64	135.93	3,212.30			103,236.83	139,090.84	-35,854.01
720 · Vehicle & Travel Expenses	4,047.05	27,808.06		248.61			32,103.72	7,758.34	24,345.38
722 · Meeting Expenses	1,035.77						1,035.77	5,415.00	-4,379.23
730 · Supplies	2,620.98	236.81				669.60	3,527.39	3,241.66	285.73
735 · IT - Communication	2,941.03	145.00	107.50	835.00			4,028.53	5,593.50	-1,564.97
740 · Postage	370.87	371.65	35.37	7.11			785.00	1,337.50	-552.50
745 · Office Rent	14,333.33	3,768.99					18,102.32	18,328.50	-226.18
750 · Equipment	289.29						289.29	5,856.66	-5,567.37
830 · Administrative	36,501.51		1,064.23	1,590.89			39,156.63	28,706.66	10,449.97
810 · Activity Expenses			1,090.00				1,090.00	5,527.50	-4,437.50
820 · Grant Project Expenses				927,232.79			927,232.79	1,815,472.50	-888,239.71
890 · Miscellaneous Expenses	16.75						16.75	366.66	-349.91
899E · Interfund Transfer Out	4,246.29						4,246.29	0.00	4,246.29
<b>Total Expense</b>	<b>428,709.16</b>	<b>123,761.99</b>	<b>2,433.03</b>	<b>962,277.47</b>	<b>0.00</b>	<b>669.60</b>	<b>1,517,851.25</b>	<b>2,475,643.82</b>	<b>-957,792.57</b>
<b>Net Income</b>	<b>154,809.35</b>	<b>64,875.08</b>	<b>5,622.70</b>	<b>-474,894.71</b>	<b>671.80</b>	<b>40,087.43</b>	<b>-208,828.35</b>	<b>-260,900.98</b>	<b>52,072.63</b>

# E&S Report

## 2023 Report for February

### 2023 Report

		Feb 2023	Total
Total Plan Submissions		29	52
Total Plan Acres		580.8569	1267.693
Total Disturbed Acres		119.3189	281.5689
Fees Collected	NPDES Permit Fees Collected	\$12,000	\$26,500
	Chapter 105 Permit Fees Collected	\$0	\$0
	DEP Fees Collected	\$10,900	\$48,300
	E&S Plan Review Fees	\$68,490	\$178,950

### Total Complaints for February 2023

<u>Date Received</u>	<u>Municipality</u>	<u>Land Unit Acres</u>
2/3/2023	WEST DONEGAL TWP	4.19
2/13/2023	AKRON BORO	1.68
2/14/2023	EAST LAMPETER TWP	0.27
2/14/2023	BART TWP	25.00
2/16/2023	BRECKNOCK TWP	1.06
2/21/2023	BRECKNOCK TWP	3.80

## 2022 Report for February

### 2022 Report

		Feb 2022	Total
Total Plan Submissions		25	52
Total Plan Acres		707.512	1069.463
Total Disturbed Acres		199.12	260.37
Fees Collected	NPDES Permit Fees Collected	\$6,500	\$20,000
	Chapter 105 Permit Fees Collected	\$100	\$100
	DEP Fees Collected	\$6,800	\$17,300
	E&S Plan Review Fees	\$32,650	\$154,100

### Total Complaints for February 2022

<u>Date Received</u>	<u>Municipality</u>	<u>Land Unit Acres</u>
2/2/2022	EDEN TWP	10.23
2/10/2022	WEST DONEGAL TWP	11.42
2/10/2022	WEST DONEGAL TWP	13.01
2/10/2022	WEST DONEGAL TWP	21.00
2/10/2022	WEST DONEGAL TWP	3.98
2/16/2022	MILLERSVILLE BORO	28.67
2/17/2022	LANCASTER TWP	9.99
2/17/2022	WEST HEMPFIELD TWP	10.05

**Erosion and Sedimentation Plan Submission**

**2/1/2023 to 2/28/2023**

<b><u>Project Name</u></b>	<b><u>Municipality</u></b>	<b><u>Disturbed Acres</u></b>	<b><u>Fees Amount</u></b>
365 Prospect Road Borrow/Disposal Site	WEST HEMPFIELD TWP	0.96	\$600.00
Landis Residence SWM	MANHEIM TWP	0.46	\$600.00
Quarry Edge Minor Mod	EDEN TWP	3.34	\$800.00
Daniel Lapp SWM	PARADISE TWP	3.87	\$2,200.00
Sight & Sound Parking Expansion	STRASBURG TWP	3.96	\$2,200.00
953 Breneman Road	RAPHO TWP	0.78	\$800.00
Manor Ridge	MANOR TWP	1.57	\$1,600.00
Stone Gables Major Mod	WEST DONEGAL TWP	10.62	\$4,000.00
Magnolia Properties	STRASBURG TWP	0.66	\$800.00
Gap Power	SALISBURY TWP	0.99	\$800.00
Kevyn Musser Barn	RAPHO TWP	3.40	\$1,900.00
451 Richardson Drive Gas Main E&S Only	EAST HEMPFIELD TWP	0.20	\$100.00
Eurofin Building O&P	UPPER LEACOCK TWP	2.15	\$200.00
John Esh	STRASBURG TWP	1.80	\$240.00
Leola Produce	WEST EARL TWP	9.30	\$250.00
Armanda Bldgs	BRECKNOCK TWP	0.50	\$800.00
Village Road Curb & Sidewalks	WEST LAMPETER TWP	0.71	\$800.00
Louis Martin Poultry Barn	EAST EARL TWP	8.26	\$3,250.00
Swartzville Road Subdivision	EAST COCALICO TWP	64.10	\$26,050.00
Shiprock Stream Restore E&S Only	WEST LAMPETER TWP	0.43	\$100.00
Store It	MOUNT JOY TWP	0.96	\$800.00
Asphalt Resurfacing T263	RAPHO TWP	0.92	\$600.00
S03 S. Akron-S. Manheim 3 Pole Replacement Minor Mod	PENN TWP	11.20	\$800.00
515 North Reading Road Lots 2&3 Minor Mod Renewal	EPHRATA TWP	5.96	\$800.00
Leon Hoover	EARL TWP	1.97	\$200.00
Leon Hoover	EARL TWP	1.97	\$650.00
Andrew III	PENN TWP	9.34	\$3,500.00
Robert Brandt SWM	MANHEIM TWP	0.68	\$600.00
Wayne Petersheim	COLERAIN TWP	1.93	\$1,100.00
10 Cattail Road	LEACOCK TWP	1.49	\$200.00
10 Cattail Road	LEACOCK TWP	1.49	\$650.00
Stephen Beiler SWM	EAST LAMPETER TWP	0.15	\$800.00
University Drive Stream Maintenance	MILLERSVILLE BORO	0.94	\$800.00
Elstonville Sportsmen's Association	RAPHO TWP	0.41	\$800.00
Eurofin Building O&P	UPPER LEACOCK TWP	2.15	\$1,400.00
Meadowbrook Area Sewer & Water Replace	EAST COCALICO TWP	4.00	\$1,800.00
Finzer Roller	UPPER LEACOCK TWP	0.48	\$800.00
Mussers Bulk Water	RAPHO TWP	3.05	\$1,900.00
Star Rock Farms	MANOR TWP	3.57	\$400.00
Morrison Mill Rd Pipe Culvert E&S Only	COLERAIN TWP	0.28	\$100.00
Lancaster Catholic HS	MANHEIM TWP	0.18	\$800.00
Houston Run - Stoltzfus Welding - Lot 2 Major Mod	SALISBURY TWP	5.10	\$800.00
854 Valley Road SWM	MANHEIM TWP	0.19	\$100.00

**Outstanding NPDES Projects Report - May 21, 2021 through November 30, 2022**

Date Received	Project Name	Permit #	Municipality	Technician Status	Date of Last Letter
5/21/2021	Raffensperger Tract	PAD360078	MOUNT JOY TWP	Deemed Inadequate	at DEP 9/22
2/24/2022	1376 Campus Road	PAC360735	MOUNT JOY TWP	Eng Reply rec'd, pending follow-up Technical Review	2/21/2023
3/7/2022	CVSD HOP/ROW	PAC360743	EAST LAMPETER TWP	Deemed Inadequate	at DEP 2/23
3/17/2022	Bender Mill Road Subdivision	PAC360746	MANOR TWP	Eng Reply rec'd, pending follow-up Technical Review	2/13/2023
3/18/2022	Exelon - Muddy Run Warehouse	PAD360090	DRUMORE TWP	Deemed Inadequate	at DEP 9/22
4/14/2022	John Blank	PAD360092	SALISBURY TWP	Eng Reply rec'd, pending follow-up Technical Review	1/25/2023
4/20/2022	Marlin Martin	PAC360756	CLAY TWP	Eng Reply rec'd, pending follow-up Technical Review	2/16/2023
5/10/2022	Homestead Village	PAC360761	EAST HEMPFIELD TWP	Eng Reply rec'd, pending follow-up Technical Review	2/14/2023
5/13/2022	Lake in Wood RV Expansion	PAD360093	BRECKNOCK TWP	Eng Reply rec'd, pending follow-up Technical Review	2/7/2023
5/16/2022	J&E Grill Manufacturing	PAC360763	EARL TWP	Deemed Inadequate	2/22/2023
5/16/2022	The Villages at Funks Farm	PAC360764	MANOR TWP	Deemed Inadequate	at DEP 11/22
5/20/2022	250 College Avenue	PAD360094	LANCASTER CITY	Deemed Inadequate	at DEP 8/22
5/26/2022	2821 Old Tree Drive	PAC360765	EAST HEMPFIELD TWP	Deemed Adequate but waiting on DEP to finish their review	at DEP 10/22
6/10/2022	Christian King	PAC360768	STRASBURG TWP	Eng Reply rec'd, pending follow-up Technical Review	2/3/2023
6/14/2022	PVC Cultural Center	PAC360769	PENN TWP	Eng Reply rec'd, pending follow-up Technical Review	2/17/2023
6/16/2022	130 River Corner Road	PAC360770	CONESTOGA TWP	Deemed Inadequate	2/1/2023
6/20/2022	1000 Strickler Road Building Expand	PAC360772	RAPHO TWP	Eng Reply rec'd, pending follow-up Technical Review	1/17/2023
7/15/2022	156 West Harrisburg Avenue	PAD360095	WEST DONEGAL TWP	Eng Reply rec'd, pending follow-up Technical Review	11/28/2022
7/26/2022	Esh Residence	PAC360778	SADSBURY TWP	Deemed Inadequate	2/15/2023
7/29/2022	David Fisher Subdivision	PAD360096	SALISBURY TWP	Deemed Complete	at DEP 12/22
8/3/2022	Silver Spring Restaurant	PAC360781	WEST HEMPFIELD TWP	Deemed Inadequate	2/13/2023
8/9/2022	Project Pangea	PAC360783	PENN TWP	Deemed Inadequate	at DEP 11/22
8/9/2022	Yogi Bear Jellystone Park Camp	PAD360097	EAST DRUMORE TWP	Deemed Adequate but waiting on DEP to finish their review	at DEP 1/23
8/22/2022	283 Commerce Hub	PAC360787	EAST HEMPFIELD TWP	Deemed Inadequate	2/27/2023
8/23/2022	Wheatland Presbyterian Church	PAC360788	LANCASTER TWP	Deemed Inadequate	at DEP 2/23
9/9/2022	Garner Subdivision	PAC360791	WEST DONEGAL TWP	Deemed Complete	2/21/2023
9/12/2022	Parkside	PAC360792	WEST LAMPETER TWP	Deemed Complete	2/6/2023
9/13/2022	Penn Station Townhomes	PAC360793	PENN TWP	Deemed Complete	1/26/2023
9/27/2022	Weaverland Auction	PAC360794	EAST EARL TWP	Deemed Complete	2/22/2023
9/30/2022	Leola Produce	PAC360797	WEST EARL TWP	Eng Reply rec'd, pending follow-up Technical Review	2/16/2023
10/4/2022	TH Retail Motor Fuel Outlet	PAC360798	EAST EARL TWP	Eng reply rec'd, pending Completeness Review	1/25/2023
10/5/2022	Mahlon Beiler	PAC360799	SALISBURY TWP	Deemed Complete	11/29/2022
10/14/2022	Posh Hotel & Self Storage	PAC360802	MANHEIM TWP	Deemed Inadequate	at DEP 2/23
10/17/2022	GB&E Beechdale Farms	PAC360804	UPPER LEACOCK TWP	Eng reply rec'd, pending Completeness Review	2/3/2023
10/26/2022	Glick Structures	PAC360806	SALISBURY TWP	Eng reply rec'd, pending Completeness Review	1/18/2023
10/27/2022	David Petersheim SWM	PAC360809	EAST DRUMORE TWP	Eng Reply rec'd, pending follow-up Technical Review	2/22/2023
10/27/2022	Christopher Poje	PAC360808	WARWICK TWP	Deemed Incomplete	1/4/2023
10/27/2022	Conestoga Christian	PAC360807	CAERNARVON TWP	Eng reply rec'd, pending Completeness Review	2/6/2023
10/28/2022	1311 Hilltop Road	PAC360810	BRECKNOCK TWP	Eng reply rec'd, pending Completeness Review	2/22/2023

Date Received	Project Name	Permit #	Municipality	Technician Status	Date of Last Letter				
11/3/2022	Willow Valley Tommys Car Wash	PAC360800	WEST LAMPETER TWP	Eng reply rec'd, pending Completeness Review	1/26/2023				
11/3/2022	Levi Zook	PAC360811	SADSBURY TWP	Deemed Complete	2/16/2023				
11/8/2022	Core5 @ I-283	PAC360812	RAPHO TWP	Deemed Complete	12/30/2022				
11/14/2022	Mary Francis Bachmann School	PAC360813	MANHEIM TWP	Deemed Inadequate	2/6/2023				
11/14/2022	Meldia LP	PAC360815	EARL TWP	Eng reply rec'd, pending Completeness Review	2/22/2023				
11/16/2022	Coby King Poultry Barns	PAD360099	EDEN TWP	Deemed Inadequate	at DEP 2/23				
11/22/2022	Hiltz Propane Systems	PAC360816	EAST DONEGAL TWP	Deemed Complete	2/16/2023				
11/22/2022	Witmer Tract Subdivision	PAC360818	EAST LAMPETER TWP	Deemed Incomplete	1/24/2023				
11/22/2022	Wynfield at Millersville	PAC360817	MILLERSVILLE BORO	Eng reply rec'd, pending Completeness Review	2/20/2023				
11/28/2022	Bent Creek New Tennis and Pool Renovation	PAC360819	MANHEIM TWP	Eng reply rec'd, pending Completeness Review	1/30/2023				

**KEY:**

**TOTAL E&S and NPDES PLANS IN REVIEW:**

134 Plans

**Waiting 1st Review** = project received in office and awaiting technician to perform first review

**Deemed Incomplete** = an incompleteness letter was sent but no response from engineer has been rec'd to date

**Eng reply rec'd, pending Completeness Review** = An Incompleteness letter was sent and we rec'd comments back from engineer - currently waiting a Completeness review by the technician of engineers response

**Deemed Complete** = a letter was sent stating the submission was complete and project is waiting for technical review by LCCD to be done

**Deemed Inadequate** = a letter was sent detailing technical issues and we are waiting for a reply from Engineer to technical comments

**Eng reply rec'd, pending follow-up Technical Review** = A technical inadequate letter was sent and we rec'd comments back from engineer - currently waiting a technicians review of engineers response

**Pending action from DEP** = Tech sent a "Recommendation for permit action" to DEP and we are waiting for DEP to issue permit

**Deemed Adequate but waiting on DEP to finish review** = LCCD Technician deemed adequate but waiting on DEP to finish review.

**Dirt & Gravel/Low Volume Rd. Quality Assurance Board Recommendations  
and Update on recent Quality Assurance/Quality Control Visit**

The Dirt & Gravel/Low Volume Rd. Program Quality Assurance Board (QAB) met prior to the March 1<sup>st</sup> Board meeting to review 1 potential Dirt & Gravel and 4 potential Low Volume Rd. applications. The Lancaster County Dirt & Gravel Rd. program has approx. \$90,000 and the Low Volume Rd. Program has approx. \$400,000 to allocate for local projects this year. The District Board will receive recommendations of the QAB at the March 1<sup>st</sup> Board meeting on what projects the QAB is recommending for funding this year. Board action will be required to move these awarded projects to the contract phase of the two programs.

On November 22, 2022, the Dirt & Gravel/Low Volume Rd. (DGLVR) Quality Assurance/Quality Control (QA/QC) team visited the Lancaster Conservation District's Road program for a yearly follow-up visit. The team is made up of members from the State Conservation Commission and the Center for Dirt and Gravel Rd. Studies. This visit is an annual follow-up from our 2020 QAQC team visit to make sure things are running in order within the program. During their visit, the team reviewed how the Lancaster program is implementing the DGLVR program and if they are complying with all state and program requirements/policies. They also reviewed any new Dirt & Gravel or Low Volume Rd. projects that have been implemented since their last visit in 2021 to check for compliance with policies. The QA/QC team's findings were all positive in nature and commended the District for their running of the program this past year. The findings of their most recent visit were shared with the Lancaster QAB mtg at their March 1<sup>st</sup> mtg. No action is required at this time.