



# LANCASTER COUNTY CONSERVATION DISTRICT MONTHLY BOARD MEETING AGENDA

Wednesday, February 7, 2024  
Lancaster Farm & Home Center  
Zoom Info: <https://zoom.us/j/91731607863>  
Business Meeting 1:00 p.m.

## Timer

|      |   |               |
|------|---|---------------|
| 1:00 | Invocation – Bob Shearer<br>Call to Order, Chairman, Dan Heller<br>Welcome & Introductions – Dan Heller<br>Additions to the Agenda – Christopher Thompson<br>Public Comment: Survey media/quests: Agenda items of interest – Dan Heller |               |
| 1:10 | I. <u>*Reorganization of the Board</u>  | <u>Page #</u> |
|      | 1. 2024 Appointments to the BOD (attachment) .....  | 1             |
|      | 2. Election of Officers (attachment).....   | 1             |
|      | 3. Associate Director Appointments (attachment).....  | 1             |
|      | 4. Approval of Check Signers (attachment).....  | 2             |
|      | 5. Authority of the District Manager (attachment) .....   | 2             |
|      | 6. Election of PACD Voting Delegates (attachment) .....   | 3             |
| 1:25 | II. <u>Agency Reports</u>   |               |
|      | 1. USDA, NRCS - Grove (attachment).....   | 4             |
|      | 2. PA DEP Field Rep Report (day of packet) .....  | -             |
| 1:35 | III. <u>*Consent Agenda</u>   |               |
|      | 1. Meeting Minutes (attachment).....  | 6             |
|      | 2. Technical Assistance Requests/Cancellations (attachment) .....   | 12            |
|      | 3. Nutrient Management Plan Approval (attachment).....  | 12            |
|      | 4. Conservation Plans Acknowledgement (attachment) .....  | 13            |
| 1:45 | IV. <u>*Additional Business</u>   |               |
|      | 1. Items Removed from Consent Agenda  |               |
|      | 2. Treasurer’s Report – Hertz (day of packet) .....   | -             |
|      | 3. 2022 Audit Presentation – Kofroth (attachment).....  | 13            |
|      | 4. *ACAP Project Approvals- Bitting/Lutz (attachment).....  | 14            |
|      | 5. *Proposed PennVest Project Sponsorship Update – Thompson (attachment).....   | 15            |
|      | 6. Donations Received – Caernarvon Twp./Slaymaker– Gregory (attachment).....  | 16            |
|      | 7. Watershed Grant Review – Goldsmith (attachment) .....  | 16            |
| 2:20 | V. <u>Reports &amp; Information</u>   |               |
|      | 1. Correspondence, News, and Updates - Thompson   |               |
|      | 2. E&S/NPDES Monthly Projects Report – Stern (attachment) .....   | 17            |
|      | 3. E&S Committee Report – J. Snyder/Stern (attachment).....   | 20            |
|      | 4. PACD Winter Meeting Report – Wasco/Thompson (attachment).....  | 21            |
| 2:45 | VI. <u>Additional Public Comment</u>  |               |
| 2:50 | VII. <u>Adjourn</u>   |               |

**(Directors, please call the District office if you will not be attending)**

Dates to Remember:

|   |   |
|---|---|
| 2/1, 3:30 pm, Cons. Foundation of Lanc. Co. Meeting | 2/19, Office Open for Presidents Day (Floating Holiday) |
|---|---|

NEXT MEETING DATE: Wednesday, March 6, 2024, @ 7:30 p.m.

At the Lancaster County Farm & Home Center

**\*Action Required**

## **Reorganization of the Board**

### **Item I.1**

#### **Affirming the oath of office of a District Director (4-year term)**

Being appointed to the office of Director of the Conservation District Board is a confirmation that the community considers you a worthy leader and advocate for the good stewardship of our County's natural resources. This honor is not without its duties and obligations. Directors agree to serve the people of Lancaster County in developing programs to effectively manage our natural resources and to uphold and support the work of the Lancaster County Conservation District. The following have been reviewed and approved by the County Commissioners to serve as Directors of the Lancaster County Conservation District.

- Geoffrey Rohrer and Gordon Hoover have been appointed as Farmer Directors. Geoffrey's term will expire on December 31, 2024, and Gordon's term will expire on December 31, 2027.
- Sonia Wasco has been reappointed as a Public Director whose term will expire on December 31, 2025.
- Deryk Shaw has been appointed as Public Director whose term will expire on December 31, 2027.
- Commissioner Raymond D'Agostino has been appointed as the Commissioner Representative, which is renewed annually. His term will expire on December 31, 2024.

### **Item I.2**

#### **Election of Officers (1-year term)**

The slate of officer candidates listed below is put forward for BOD consideration and approval, but nominations may be made from the floor as well. Anyone wishing should contact Holly prior to the business meeting on February 7, 2024, so their name can be added to the slate.

Chairman - Sonia Wasco  
Vice Chairman – Roger Rohrer  
BOD Secretary/Treasurer – Kent Weaver  
Staff Secretary – Holly Shaub

### **Item I.3**

#### **Appointing the Board of Associate Directors (2-year term)**

Associate Directors enjoy the same honor of appointment because of their recognized leadership in the community. They may participate actively in Board and Committee Meetings as well as all other District functions and activities. The one right of office withheld from the Associate Director is that they may not present motions or vote at Board meetings.

LCCD currently has four open seats in our 2024-2025 class of Associate Directors. The Nominating Committee has received 4 nominations. Others can be presented at the February meeting for a 1-year term as we have two open seats in the 2023-2024 class.

- Dan Zimmerman, (Reappointment) Township Manager (Retired), Lititz, PA
- Jay Snyder, (Reappointment - Director) Municipal Engineer (Retired), Ephrata, PA
- Robert Shearer, (Reappointment - Director) Farmer, Mount Joy, PA
- Daniel Heller, (Reappointment – Director) Farmer, Lititz, PA

#### **Item 1.4**

#### **Approved Check Signers for Conservation District Accounts**

The established policy requires that each invoice is reviewed for payment and signed by two authorized District representatives. To ensure the timely processing of payments the District strives to maintain a list of 4 authorized check signers. For 2024, the Budget and Finance Committee is requesting that Citizen Bank recognize the following signers for all District accounts.

If approved, the list of authorized check signers for all District accounts shown below will remain in effect until updated by Board action.

- Kent Weaver, Treasurer
- Roger Rohrer, Director
- Christopher Thompson, District Manager
- Matthew Kofroth, Assistant Manager

**\*Action Required**

#### **Item 1.5**

#### **Authority of the District Manager**

As the Chief Operating Officer of the Conservation District, the District Manager works under the direct supervision of the Board of Directors and its Chairperson and is responsible for coordinating all programs, activities, and services of the Lancaster County Conservation District according to policies and guidelines developed or approved by the Board. As such, the Board of Directors authorizes and empowers the District Manager to make, execute, endorse, and deliver contracts and agreements on behalf of the Lancaster Conservation District.

**\*Action Required**

**Item I.6**  
**Appointing PACD Voting Delegates**

Each Conservation District in good standing shall designate a Voting Delegate and up to three Alternate Voting Delegates for the purposes of voting at Region Meetings and Executive Council meetings. This selection shall be made at a regular or special meeting of the Conservation District Board after the Conservation District Board has been appointed for the ensuing year. The Voting Delegate and Alternate Voting Delegates may be a District Director, Associate Director, and/or District Staff person.

We are still looking for 1 or 2 Alternate Voting Delegates, but Sonia Wasco has again agreed to serve as the Lancaster voting representative and if approved by the BOD at the February meeting she will be joined by Chris Thompson who will act as one of the Alternate Voting Delegates.

**\*A ballot vote will be taken for all positions at the February Board of Directors meeting.**



Activity Report to LCCD Board of Directors January 2024

Lancaster Field Office Personnel:

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

Conservation Planning Activities\*:

Table with 6 columns: FY23 Total (#), FY23 Total (Ac), FY24 Mo. Total (#), FY24 Mo. Total (Ac), FY24 Total (#), FY24 Total (Ac). Values: 67, 2,825.9, 4, 106.4, 4, 106.4

\*SEE "ACKNOWLEDGMENT OF CONSERVATION PLANS" REPORT

Conservation Practice Installation Activities\*:

Table with 4 columns: Practice Code & Name, FY23 Total, FY24 Mo. Total, FY24 Total. Lists various practices like Waste Storage Facility, Diversion, etc.

\*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:

Table with 5 columns: Program, FY23 Total (#), FY23 Total (\$), FY24 Total (#), FY24 Total (\$). Rows include EQIP/AMA, CSP, RCPP, and TOTAL.

- Financial Assistance Payments:

Table with 4 columns: Program, FY23 Total (\$), FY24 Mo. Total (\$), FY24 Total (\$). Row: ALL PROGRAMS.

**Conservation Financial Assistance Program Details:**

- Environmental Quality Incentives Program (EQIP):
  - General:
    - Sign-up Deadlines: 3/1, 5/1
    - Currently ranking 1<sup>st</sup> round applications.
  - IRA Cover Crops:
    - Preapproved 25 applications for \$1,720,700
- Conservation Stewardship Program (CSP):
  - Sign-up Deadline: 3/1
- Regional Conservation Partnership Program (RCPP):
  - Sign-up Deadlines: 3/1, 5/1
  - Currently ranking 1<sup>st</sup> round applications.

**Conservation Easement Program Activities (ACEP):**

- Agricultural Land Easement (ALE) Acquisition Activities:

| Program/Activity      | FY23 Total (#) | FY23 Total (ac) | FY24 Total (#) | FY24 Total (ac) |
|-----------------------|----------------|-----------------|----------------|-----------------|
| ALE Easement Requests | 1              | 39.18           | -              | -               |
| ALE Easement Closings | 1              | 117.1           | -              | -               |

- Easement Annual Monitoring Activities

| Program/Activity             | FY23 Total (#) | FY24 Total (#) |
|------------------------------|----------------|----------------|
| GRP Monitoring - Offsite     | -              | -              |
| GRP Monitoring - Onsite      | 1              | -              |
| WRP/WRE Monitoring - Offsite | 6              | -              |
| WRP/WRE Monitoring - Onsite  | 5              | -              |
| FRPP/ALE Monitoring - Onsite | 3              | -              |

**Conservation Reserve Enhancement Program Activities (CREP):**

- Approved Plans:

|                | FY23 Total (#) | FY23 Total (Ac) | FY24 Total (#) | FY24 Total (Ac) |
|----------------|----------------|-----------------|----------------|-----------------|
| New            | 10             | 37.92           | -              | -               |
| Re-enrollments | 12             | 197.18          | -              | -               |

**Administrative Activities:**

- Current vacancies - Soil Conservation Technician and Soil Conservationist. Both have been advertised. Still awaiting panels from HR.

**Outreach Activities:**

- Keystone Farm Show – NRCS Display, York (Alicea Hernandez)

**Notable Meetings & Trainings:**

- 1/10/2024 – SE NRCS Program Assistant Meeting, Lebanon (Walker)

Respectfully Submitted,



Heather L. Grove  
District Conservationist

**Item III.1**  
**LANCASTER COUNTY CONSERVATION DISTRICT**  
**BOARD MEETING MINUTES**  
**January 3, 2024**

The 860<sup>th</sup> 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 January 3, 2024, at 7:30 PM.

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

**The following Associate Directors were present:** Jenny Engle

**The following District Staff were present:** Kent Bitting, Amanda Goldsmith, Sallie Gregory, Adam Hartz, Matt Kofroth, Kevin Lutz, Andrew Pauls-Thomas, Holly Shaub, Adam Stern, and Christopher Thompson

**The following Cooperating Agency representative was present:** Heather Grove; District Conservationist, NRCS

**The following Visitors were present:** None were present

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

Herb Kreider provided the invocation for the meeting.

**Introductions:** All present introduced themselves.

**Additions to the Agenda:** There were no additions.

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

**I. Reorganization of the Board**

**1. Reorganization of the Board of Directors**

Chris Thompson stated the voting of new officers has been delayed until the February Board Meeting. The current Directors can hold their office for up to 6 months according to Conservation District Law. A motion was made by Jay Snyder to continue the succession of the current officers until new officers can be appointed. The motion was seconded by Bob Shearer. The motion passed unanimously.

**II. Agency Reports**

**1. USDA, NRCS Report**

Heather Grove reported there are no additions or changes to the report this month.

**2. PA DEP Field Rep Report**

Chris Thompson highlighted some of the information from the DEP report. There are updates to the Chapter 105 Program, the PA State Water Plan is being updated and DEP is looking for committee members, and the PA Fertilizer Law has gone into effect this month. The ACAP program now has an informational website and has adopted a financial reporting tool. Lancaster

County was awarded 4 million dollars to implement the Countywide Action Plan (CAP) and the funding should be available soon.

**III. 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.

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

The Consent Agenda includes the following approved items.

- #1 – Minutes of December 6, 2023 Board meeting.
- #2 – Technical Assistance Requests/Cancellations
- #3 – Nutrient Management Plan Approvals
- #4 – Conservation Plans Acknowledgement

**Requests for Nutrient Management Plan Approval (Lutz)  
December 2023 Activity  
January 3, 2023 Board Meeting**

The plans are for the following operations:

| <b>OWNER</b>          | <b>TOWNSHIP</b> | <b>OPERATION</b>   | <b>DESIGNATION</b> | <b>AEU's/<br/>ACRE</b> | <b>REVIEWER</b>  | <b>PLAN<br/>#</b> |
|-----------------------|-----------------|--------------------|--------------------|------------------------|------------------|-------------------|
| John B. Stoltzfus Jr. | East Hempfield  | Dairy              | CAO                | 3.02                   | Schavnis         | 593               |
| Brent L. Gehman       | Clay            | Dairy              | CAO                | 3.35                   | Schavnis         | 689               |
| Wilmer Nolt           | Fulton          | Dairy/Ducks        | CAFO/VAO           | 0.88                   | Adams            | 2842              |
| Harold Merkey         | Rapho           | Swine, Beef, Horse | CAFO/CAO           | 9.94                   | Brubaker,<br>SCC | 169               |

**IV. Additional Business**

**1. Items removed from the Consent Agenda**

None removed.

**2. Treasurer’s Report**

Chris Thompson stated that as in years past there would be no Treasure Reports tonight. There will be a full 2023 report and the January 2024 report at the February meeting. He also reported that the auditors are still on track with the 2022 audit to be completed by the end of January.

**3. Personnel Committee**

Sonia Wasco recommended Morgan Regan as the candidate for the new E&S Administrative Support Position. Morgan’s resume was circulated. A motion was made by Sonia Wasco that the Board accept Morgan Regan as the Administrative Support candidate. The motion was seconded by Dale Herr and the motion carried. Morgan’s start date will be January 22, 2024.

**4. E&S Committee**

Adam Stern reviewed the E&S Committee meeting notes from December 8, 2023, stated that no items require action. Adam shared that the Technician Coverage Map was updated on January 1, 2024, and they now have a full team of staff.



### 5. Exelon Project Approval

Amanda Goldsmith presented five projects totaling \$305,835.00 for funding through the Constellation Energy Habitat Improvement Project.

| Landowner                                   | Technician              | 2024 Incentive Payment | Administration Cost (5% of Incentive Payment) | Total Grant Requested |
|---|-------------------------|------------------------|---|-----------------------|
| E. Lampeter/Suzi Sutton (Waterfall Retreat) | Amanda Goldsmith, LCCD  | \$ 71,250.00           | \$ 3,750.00                                   | \$ 75,000.00          |
| Ed and Jeana Linzy (Red Run Campground)     | Tyler Keefer, LCCD      | \$ 71,000.00           | \$ 3,550.00                                   | \$ 74,550.00          |
| Enos Miller (Miller Farm)                   | Grace Chamberlain, LCCD | \$ 71,250.00           | \$ 3,750.00                                   | \$ 75,000.00          |
| Rick Brooks (UNT Strickler Run)             | Brady Riedel, ARRC      | \$ 62,415.00           | \$ 3,120.00                                   | \$ 65,535.00          |
| Adrian Shelley (Warbler Run AOP)            | Amanda Goldsmith, LCCD  | \$ 15,000.00           | \$ 750.00                                     | \$ 15,750.00          |
| <b>Totals</b>                               |                         |                        |   | <b>\$305,835.00</b>   |

Roger Rohrer moved to accept all 5 projects as presented. Sonia Wasco seconded the motion. The motion passed unanimously. Chris Thompson highlighted this as an example of our partnership with other state agencies and this is part of the re-licensing agreement with the energy company. The list will be sent to DEP for final review and approval.

### 6. PFBC Grant Approval

Amanda Goldsmith presented two applications for the PA Fish and Boat Commission's Habitat Improvement Grant Program. The first application is for dam removal and will pair with a Stroud-funded 35' riparian buffer and fencing project for the Glick Farm, totaling \$15,000 for the dam removal and grade control structures. The second application is a stream restoration project with a 35' riparian buffer and associated fencing on the Fisher farm, totaling \$75,000. Herb Kreider moved to accept the grant applications. Bob Shearer seconded the motion. Motion passed.

### 7. ACAP Project Approval

Kent Bitting presented ten applications for ACAP funding. He and the Ag Program Manager recommend positive action for approving \$1,920,273.29 worth of ACAP funding.

| Landowner         | District/Private Consultant | Municipality        | BMPs  | Total Project Cost | Total Grant Requested |
|-------------------|-----------------------------|---------------------|---|--------------------|-----------------------|
| Dwight Stoltzfoos | TeamAg                      | Sadsbury Twp.       | Roofed Compost Building, HUA, Grassed Waterway          | \$256,328.60       | \$233,026.00          |
| Daniel S. Miller  | Lancaster Farmland Trust    | Little Britain Twp. | Access Road, Grassed Waterways, Animal Trails, Fencing, | \$135,967.30       | \$115,967.30          |

|                          |                             |                        |  |                     |                     |
|--------------------------|-----------------------------|------------------------|--|---------------------|---------------------|
|                          |                             |                        | <b>Underground Outlets</b>   |                     |                     |
| <b>Reuben Esh</b>        | <b>Weaver Environmental</b> | <b>LeacockTwp.</b>     | <b>Manure Storage, Animal Trail, Fencing, Roof Runoff Controls, Access Road, Subsurface Drain Underground Outlet</b>                 | <b>\$601,978.17</b> | <b>\$380,880.35</b> |
| <b>Jeffrey S. Barley</b> | <b>TeamAg</b>               | <b>Manor Twp.</b>      | <b>Roofed Stacking Shed, Underground Outlets, Roof Runoff Structure, Subsurface Drain</b>  | <b>\$195,091.00</b> | <b>\$173,331.90</b> |
| <b>John M. Glick</b>     | <b>District</b>             | <b>Providence Twp.</b> | <b>Manure Storage, Fence, Animals Trails, Underground Outlet, Waste Transfer</b>   | <b>\$202,042.92</b> | <b>\$181,838.63</b> |
| <b>Benuel Ebersol</b>    | <b>TeamAg</b>               | <b>Fulton Twp.</b>     | <b>Manure Storage, Waste Transfer, Fence, Underground Outlet</b>   | <b>\$103,080.72</b> | <b>\$92,149.91</b>  |
| <b>Josiah Lantz</b>      | <b>TeamAg</b>               | <b>Salisbury Twp.</b>  | <b>Manure Storage, Waste Storage, Pumping Plant, Waste Transfer, Underground Outlet, Access Road</b>                                 | <b>\$230,927.40</b> | <b>\$209,934.00</b> |
| <b>Ervin Zook</b>        | <b>Weaver Environmental</b> | <b>Bart Twp.</b>       | <b>Roofed Stacking Shed, Fencing, Roof Runoff Structure, Underground Outlet</b>  | <b>\$126,778.00</b> | <b>\$64,275.20</b>  |
| <b>Chris Landis</b>      | <b>Mowery Environmental</b> | <b>Clay Twp.</b>       | <b>Roofed Compost Facility, HUA, Underground Outlet, Roof Runoff Structure, Lined Outlet</b>   | <b>\$27,335.00</b>  | <b>\$24,850.00</b>  |
| <b>Allen King</b>        | <b>TeamAg</b>               | <b>Salisbury Twp.</b>  | <b>Roofed Stacking Area, Roofed HUA, Underground Outlets, Access Road, Buffer, Fencing, Stream Crossing, Roofed Runoff Structure</b> | <b>\$500,078.00</b> | <b>\$444,020.00</b> |

|               |  |  |  |                       |                       |
|---------------|--|--|--|-----------------------|-----------------------|
| <b>Totals</b> |  |  |  | <b>\$2,379,607.11</b> | <b>\$1,920.273.29</b> |
|---------------|--|--|--|-----------------------|-----------------------|

A motion was made by Jay Snyder and seconded by Herb Kreider to approve the ACAP projects. Roger Rohrer expressed concern about the long-term viability of dairy operations. Chris Thompson stated that in the future there may be a ranking system as funds become more limited. The motion passed unanimously.

### 8. CEG Approval

Kent Bitting presented two projects for approval through the CEG Program.

| <b>Landowner</b>      | <b>District/Private Consultant</b> | <b>Municipality</b>      | <b>BMPs</b>  | <b>Total Project Cost</b> | <b>Total Grant Requested</b> |
|-----------------------|------------------------------------|--------------------------|--|---------------------------|------------------------------|
| <b>Steven Keener</b>  | <b>District</b>                    | <b>West Donegal Twp.</b> | <b>Roofed Manure Stacking Area, HUA, Roof Runoff Structure, Underground Outlet</b> | <b>\$56,790.00</b>        | <b>\$51,110.00</b>           |
| <b>James L. Ranck</b> | <b>District</b>                    | <b>Sadsbury Twp.</b>     | <b>Structure for Water Control, Underground Outlet, Lined Outlet</b>               | <b>\$7,969.85</b>         | <b>\$7,172.86</b>            |
| <b>Totals</b>         |                                    |                          |  | <b>\$64,759.85</b>        | <b>\$58,282.86</b>           |

Kent Weaver made a motion to approve the projects. Sonia Wasco seconded the motion. The motion passed.

### 9. Banquet Award Nominations

Adam Hartz stated that the Annual Awards Banquet is scheduled for Tuesday, March 26 at the Farm and Home Center. He presented the list of recipients and noted that there would not be a Dirt & Gravel award since there was only one project this year. The cost of the banquet will be \$25 and there will be an auction again this year to benefit the Scholarship Fund. A motion was made by Herb Kreider and seconded by Roger Rohrer to accept the Banquet Committee Report as presented. The motion passed unanimously.

### 10. Membership Renewal

Chris Thompson presented the list of membership renewals for 2024 and pointed out that the annual dues for PACD may change. Jay Snyder made a motion to approve the membership renewals. Dale Herr seconded. The motion passed unanimously.

## V. Reports/Information

### 1. Correspondence, News and Updates

- Thank you notes from Staff for the year-end Amazon gift card were circulated.
- News Article, Lancaster New Era, December 10, 2023 – Matt Kofroth and Amanda Goldsmith's promotion announcement

### 2. Campbell Foundation IT Audit Grant

Andrew Pauls-Thomas reported that an application was submitted to the Keith Campbell Foundation for a grant to fund the development of a Technology Plan. Nimbus Nonprofit Solutions was chosen by the Technology Committee as the preferred consultant.

### **3. BEST Program Presentation**

Andrew Pauls-Thomas shared a PowerPoint presentation on the Buffer Establishment Support Team fund. The purpose of the BEST fund is to help with the establishment care of buffer work and maintenance. Roger Rohrer and Dale Herr expressed their appreciation and support for the program.

### **4. E&S/NPDES Monthly Projects Report**

Adam Stern highlighted the NPDES Permit Fees Collected of \$103,000 for the year and shared that the budgeted amount for 2023 was \$102,000. The E&S Plan Review Fees amount was budgeted at \$640,000 in 2023 and went well above at \$794,850. Adam highlighted two significant plan submissions, the PPL Line Rebuild Project and the Lampeter Orchard residential subdivision in West Lampeter. Adam reported the number of Outstanding NPDES Projects received greater than 3 months ago has been holding steady. Chris Thompson highlighted that some of the projects on the list are at DEP or the consultants so only 15 projects of the 37 listed are in our office.

### **5. LCCD Planning Meeting**

Chris reminded everyone that the Annual Planning Meeting is on Wednesday, February 7. He encouraged all Directors and Associate Directors to attend if possible. An Email with an RSVP will be sent out soon.

### **6. PACD/SCC Report and Winter Meeting Registration**

Chris Thompson shared the information about the 2024 PACD Winter Meetings. He offered to help Directors and Associate Directors register for any of the videoconferences they were interested in attending.

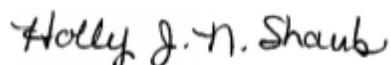
## **VI. Additional Public Comment**

Chris Thompson highlighted for the Board that they have approved over \$2.3 million tonight through the ACAP and CEG programs which was more than our total annual budget just a few years ago. Gordon Hoover pointed out that the work the District is doing is a significant component to the success of the partnerships with other agencies.

## **VII. Meeting Adjourned**

Chairman Dan Heller adjourned the meeting at 8:52 p.m.

Respectfully submitted,



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

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

| APPLICANT | TITLE | TOWNSHIP | SIZE | ASSISTANCE |
|-----------|-------|----------|------|------------|
| None      |       |          |      |            |

**Item III.3  
Requests for Nutrient Management Plan Approval (Lutz)  
January 2024 Activity  
February 7, 2024 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 # |
|--------------------|----------------|-------------|-------------|------------|-----------|--------|
| Kenton Martin      | Elizabeth      | Turkey      | CAO         | 13.51      | Bosworth  | 1130   |
| Jonathan L. Martin | Brecknock      | Swine       | CAO         | 3.85       | Heigel    | 738    |
| Vanessa Brubaker   | Little Britain | Pullet      | CAO         | 101.26     | Adams     | 2868   |
| Daniel S. Miller   | Little Britain | Dairy       | CAO         | 2.16       | Adams     | 855    |
| David Sweigart III | Mt. Joy        | Dairy/Swine | CAFO/CAO    | 5.59       | Findeisen | 369    |
| Joel H. Rutt       | Rapho          | Broiler     | CAO         | 213.97     | Findeisen | 73     |

**NMP Update Report to Lancaster County Conservation District Board of Directors  
January 2024 Activity  
February 7, 2024**

| NMP Name          | Municipality   | Plan Update Submission Date | Original NMP Approval Date | Planner <sup>1</sup> | Species <sup>2</sup> | AEUs    | Regulated Operation Type <sup>3</sup> | Date Plan Acknowledgment Letter Sent | Reason for Update |
|-------------------|----------------|-----------------------------|----------------------------|----------------------|----------------------|---------|---------------------------------------|--------------------------------------|-------------------|
| Brubaker Farms    | East Donegal   | 12/20/2023                  | 11/3/2022                  | Jedd Moncavage       | Dairy/ Broilers      | 3370.31 | VAO<br>CAFO                           | 12/28/2023                           | Simple Update     |
| Jay Deiter        | East Donegal   | 12/19/2023                  | 12/1/2021                  | Jay Deiter           | Swine/ Heifers       | 602.75  | CAO<br>CAFO                           | 1/3/2024                             | Simple Update     |
| Clair Hurst       | Little Britain | 1/3/2024                    | 1/4/2023                   | Amber Funk           | Dairy/ Swine         | 599.85  | CAO<br>CAFO                           | 1/8/2024                             | Simple Update     |
| Yippee! Farms     | Rapho          | 1/17/2024                   | 11/3/2021                  | Amber Funk           | Dairy                | 1472.7  | CAO<br>CAFO                           | 1/18/2024                            | Simple Update     |
| Harvest Lane Farm | Manheim        | 1/24/2024                   | 11/1/2023                  | Bill Rogers          | Layer/ Beef          | 323.41  | VAO<br>CAFO                           | 1/25/2024                            | Simple Update     |

**Item III.4**  
**Acknowledgment of Conservation Plans (Lutz)**  
**The Lancaster NRCS Field Office recommends the following plans for the**  
**February 7, 2024 Board Meeting:**  
**NATURAL RESOURCES CONSERVATION SERVICE**

| Conservation Plans       | Number of Plans | Planner                 | Township       |
|--------------------------|-----------------|-------------------------|----------------|
| Todd B. Denlinger        | 1               | Camila Martinez Sanchez | East Lampeter  |
| Manor L Springs Farm LLC | 3               | Camila Martinez Sanchez | East Hempfield |

**LCCD AG EROSION & SEDIMENTATION PLANS**

| Conservation Plans | Number of Plans | Planner        | Township       |
|--------------------|-----------------|----------------|----------------|
| Sam King           | 1               | Jason Reuter   | Sadsbury       |
| Brent Hershey      | 1               | Brady Bosworth | Mount Joy      |
| Amos Lapp          | 1               | Samantha Adams | Little Britain |
| David Kreider      | 1               | Brady Bosworth | Manheim        |

**Item IV.3**  
**2022 Audit Report**

Smith Elliott Kearns & Company (SEK) has completed the District’s 2022 annual audit this week. This is the sixth year that they have conducted our audit. A draft version is attached to the BOD packet, but final hard copies will be provided at the BOD meeting. In the attached draft directors will find:

- The LCCD Internal SAS letter that informs the Board of any audit findings.
- The LCCD Management letter that contains finance related graphs
- The LCCD Financial Statements report that is provided to other entities who request a copy of our audit.
- The additional Single Audit work for expenditures of Federal Awards greater than \$750,000.

Standard practice is to present the draft audit and allow for a month's review prior to approval. Board members are therefore encouraged to review the audit report, and contact Matt or Stacey with any questions prior to the March BOD meeting.

**Informational Item with a possible motion to accept the audit as presented.**

**Item IV.4  
Agriculture Conservation Assistance Program Grant Approval**

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

| <b>Landowner</b>                  | <b>District/Private Consultant</b> | <b>Municipality</b> | <b>BMPs</b>   | <b>Total Project Cost</b> | <b>Total Grant Requested</b> |
|-----------------------------------|------------------------------------|---------------------|---|---------------------------|------------------------------|
| Coby King                         | TeamAg                             | Eden Twp.           | Roofed Stacking Shed, Roof Runoff Structure, Underground Outlet     | \$261,280.20              | \$237,528.00                 |
| Isaac E. King                     | District                           | Fulton Twp.         | Terraces, Underground Outlet, Lined Outlet                          | \$54,130.64               | \$48,717.58                  |
| David Kreider                     | District                           | Manheim Twp.        | Grassed Waterway, Lined Outlet, Access Road, Subsurface Drain       | \$32,683.00               | \$29,415.00                  |
| Donald Wissler                    | District                           | Martic Twp.         | Roofed Staking Shed, Roof Runoff Structure, HUA, Underground Outlet | \$257,471.00              | \$231,725.00                 |
| Josiah Rohrer (Hidden Acres Farm) | District                           | Rapho Twp.          | Roofed Staking Shed, Roof Runoff Structure, Underground Outlet      | \$272,071.00              | \$247,111.00                 |
| <b>Totals</b>                     |                                    |                     |   | <b>\$877,635.84</b>       | <b>\$794,496.58</b>          |

ACAP Funds Requested: \$794,496.58

The Ag Program Manager and Assistant Ag Program Manager recommend positive action for approving \$794,496.58 worth of ACAP funding for the multiple applications.

**\*Action Required**

**Item IV.5**  
**Proposed PennVest Project Sponsorship Update**

Last November, the LCCD Board approved submitting an application for funding to PENNVEST for the Elam Beiler project in Colerain Township. On January 25, the PENNVEST Board of Directors had its first meeting of 2024 to review funding applications for the *Clean Water State Revolving Fund (CWSRF)*. They reviewed the proposed operational improvements designed by Team Ag Inc. for the 208 Rosedale Rd. property in Christiana, PA, and awarded a principal forgiveness loan.

As sponsor for the project, the District has been authorized by PennVest (PV) to act as the “Funding Recipient” for the principal forgiveness loan of \$1,063,922 to fund construction and facilities improvements to improve water quality flowing through his property. If approved, LCCD will receive \$8,507.25 to administer project payments.

Action is required by the Board to approve the transaction and authorize LCCD representatives, the Chair, and the Secretary/Treasurer, to sign the funding agreement.

**Project details**

Lancaster County Conservation District – received a grant to improve agricultural practices at the Elam Beiler Dairy Farm to correct impairments of Coopers Run, a designated trout stocking stream. The project includes the installation of a new roofed heavy-use area (HUA) with roof gutters, a 400 sq. ft. concrete entrance pad, the replacement of 1,615 sq. ft. of concrete in the existing storage area, the creation of a 12’ x 72’ round concrete waste storage facility, the creation of an under-house storage area under the HUA for liquid manure storage, the installation of a timber roof structure over the HUA, gravity transfer pipe of approximately 60 feet from the reception pit to the proposed round waste storage facility, a silo drain collection system, construction of an access road, and closure of the existing waste storage facility. Projects planned at the stream site include installation of a stabilized stream crossing, establishing riparian buffers, and seeding and mulching of any disturbed ground. Benefits of this project include increasing the farm’s manure storage capabilities from one month to over six months which enables the farmer to manage nutrients at the best time of year for the crops and soil. The stream will become more stabilized and will filter pollutants more efficiently during heavy rains which will benefit the connecting waterways of the Octoraro Creek, the Susquehanna River, and the Chesapeake Bay.

**\*Action Required**



## **Item Item IV.6 Donations to Conservation District Programs**

Donations were received for the Lancaster County Conservation District and the Conservation Foundation of Lancaster County to support education programs totaling \$11,006.82 in January 2024.

- To the Lancaster County Conservation District: \$1,000 from Caernarvon Township. Funds are divided to support the Lancaster County Senior High Envirothon, the Ann Brown Collegiate Scholarship, and the Lancaster County Youth Conservation School.
- To the Conservation Foundation of Lancaster County: \$6,681.97 from ExtraGive added to \$1,674.85 additional individual and company match donations to ExtraGive totaled \$8,356.82 to be shared by the Lancaster County Youth Conservation School and the Lancaster County three Envirothons.
- To the Conservation Foundation of Lancaster County: \$1,650 received in memorial for Steve Slaymaker for the Lancaster County Youth Conservation School. Josh Slaymaker, Steve's son, has been a dedicated volunteer at the Conservation School for more than twenty years and serves on the program leadership team. Rhonda Slaymaker has volunteered as a Conservation School nurse for nearly 15 years.

Please contact me with any questions. The volunteers, teachers, and students who are part of these programs are grateful for the opportunities provided through this support.

## **Item IV.7 Watershed Program Update – Grants**

The Watershed Department received two grants in January 2024 to implement stream restoration projects with a 35' average riparian buffer, stream crossings, and associated streambank fencing.

The first is through the four million CAP Clean Water Fund allocation. The Beiler Stream Restoration Project is two properties upstream of a 2023 CAP project and is in the Indian Spring Run delisting catchment. The total grant is \$360,000.00 and includes time for design, permitting, and construction. The project is approximately 3000' of restoration and 3 acres of riparian buffer. This project is a great example of the momentum being built in the upper reaches of the Pequea Watershed.

The second is a Growing Greener project on Muddy Creek, Hoover Farm Stream Restoration Project. The total grant is \$276,225.00 for construction and grant administration. Our partner USFWS has agreed to work on the design and permit as a match for the grant. The project is approximately 3400' of restoration and 3 acres of riparian buffer. The total project cost is lower thanks to the farmer being willing to pay for the fencing as a match and an additional match from USFWS. This project will be a great showcase project as the farmer, an avid fisherman, plans to have fish derbies with the local Mennonite community.

These two new grants, as well as the two 319 grants reported in January 2024, showcase federal, state, and county support for our program and the strong relationship the District and its board have built over time.

# E&S Report

## 2024 Report for January

### 2024 Report

|                       |                             | Jan 2024 | Total    |
|-----------------------|-----------------------------|----------|----------|
| <b>Fees Collected</b> | Total Plan Submissions      | 32       | 32       |
|                       | Total Plan Acres            | 1546.33  | 1546.33  |
|                       | Total Disturbed Acres       | 165.10   | 165.10   |
|                       | NPDES Permit Fees Collected | \$13,500 | \$13,500 |
|                       | DEP Fees Collected          | \$11,300 | \$11,300 |
|                       | E&S Plan Review Fees        | \$57,650 | \$57,650 |

| <u>Total Complaints</u> |                     |                        |
|-------------------------|---------------------|------------------------|
| <u>Date Received</u>    | <u>Municipality</u> | <u>Land Unit Acres</u> |
| 1/2/2024                | UPPER LEACOCK TWP   | 11.74                  |
| 1/8/2024                | WEST EARL TWP       | 0.71                   |
| 1/11/2024               | EAST COCALICO TWP   | 37.18                  |
| 1/25/2024               | QUARRYVILLE BORO    | 1.45                   |
| 1/26/2024               | DRUMORE TWP         | 1.48                   |
| 1/27/2024               | ADAMSTOWN BORO      | 0.67                   |

## 2023 Report for January

### 2023 Report

|                       |                             | Jan 2023  | Total     |
|-----------------------|-----------------------------|-----------|-----------|
| <b>Fees Collected</b> | Total Plan Submissions      | 31        | 31        |
|                       | Total Plan Acres            | 1185.89   | 1185.89   |
|                       | Total Disturbed Acres       | 302.41    | 302.41    |
|                       | NPDES Permit Fees Collected | \$14,500  | \$14,500  |
|                       | DEP Fees Collected          | \$37,400  | \$37,400  |
|                       | E&S Plan Review Fees        | \$110,460 | \$110,460 |

| <u>Total Complaints</u> |                     |                        |
|-------------------------|---------------------|------------------------|
| <u>Date Received</u>    | <u>Municipality</u> | <u>Land Unit Acres</u> |
| 1/5/2023                | EAST HEMPFIELD TWP  | 0.07                   |
| 1/13/2023               | PEQUEA TWP          | 6.13                   |
| 1/18/2023               | EDEN TWP            | 1.56                   |
| 1/18/2023               | EAST LAMPETER TWP   | 1.06                   |
| 1/23/2023               | EAST HEMPFIELD TWP  | 0.2                    |
| 1/24/2023               | LITTLE BRITAIN TWP  | 35.83                  |

**Erosion and Sedimentation Plan Submission**

**1/1/2024 to 1/31/2024**

| <b><u>Project Name</u></b>   | <b><u>Municipality</u></b> | <b><u>Disturbed Acres</u></b> | <b><u>Fees Amount</u></b> |
|--|----------------------------|-------------------------------|---------------------------|
| 15 S. Kinzer Rd  | PARADISE TWP               | 24.88                         | \$7,500                   |
| Melvin Zook  | LEACOCK TWP                | 1.92                          | \$850                     |
| 395 Mohns Hill Road  | EAST COCALICO TWP          | 1.80                          | \$600                     |
| Ivan King Stream Crossing  | SALISBURY TWP              | 0.20                          | \$100                     |
| LCCF Emergency Access & Conestoga River Trailhead Parking Improvements | LANCASTER TWP              | 0.75                          | \$600                     |
| Jonas King   | EAST DRUMORE TWP           | 4.93                          | \$2,500                   |
| Strube Tract Major Mod Renewal   | WEST HEMPFIELD TWP         | 21.65                         | \$1,850                   |
| Hartman Bridge Village   | STRASBURG TWP              | 11.93                         | \$4,250                   |
| 1099 Fruitville Pike   | MANHEIM TWP                | 0.32                          | \$600                     |
| D&C Realty, LP   | MT JOY BORO                | 0.71                          | \$800                     |
| 1905 McFarland Drive Stockpile   | EAST HEMPFIELD TWP         | 0.94                          | \$600                     |
| Stark Fill Site  | WEST LAMPETER TWP          | 0.80                          | \$600                     |
| Northeast International  | WEST LAMPETER TWP          | 0.80                          | \$800                     |
| Clayland Commons   | CLAY TWP                   | 12.90                         | \$4,500                   |
| David Jay Petersheim   | EAST DRUMORE TWP           | 0.32                          | \$800                     |
| Thane Martin Ag Opertation   | EAST DRUMORE TWP           | 9.50                          | \$3,750                   |
| 1519 Ridge Road  | LANCASTER TWP              | 0.53                          | \$600                     |
| Matthew and Anita Smucker  | SALISBURY TWP              | 2.64                          | \$850                     |
| Ben Stoltzfus Stream Restoration                                       | FULTON TWP                 | 11.36                         | \$3,200                   |
| Ben Stoltzfus Stream Restoration                                       | FULTON TWP                 | 11.36                         | \$800                     |
| M21 Capital Development  | SADSBURY TWP               | 3.19                          | \$2,450                   |
| Emanuel Stoltzfus Proposed Hoop Barn                                   | RAPHO TWP                  | 0.50                          | \$800                     |
| Jay Garman   | MOUNT JOY TWP              | 2.53                          | \$1,900                   |
| Sterling Center  | MANHEIM TWP                | 0.12                          | \$800                     |
| Leonard Hoover Proposed Equipment Shed                                 | BRECKNOCK TWP              | 0.57                          | \$800                     |
| Chris & Stacey Wilson  | WEST COCALICO TWP          | 0.51                          | \$600                     |
| 1286 Reading Road  | BRECKNOCK TWP              | 1.81                          | \$1,600                   |
| Israel S. Kinsinger  | COLERAIN TWP               | 2.23                          | \$1,600                   |
| Kreider Farms Poultry Expansion Major Amendment                        | PENN TWP                   | 26.73                         | \$2,200                   |
| Carl Garman  | RAPHO TWP                  | 0.80                          | \$600                     |
| Special Children Comm Care Ctr   | LEACOCK TWP                |                               | \$800                     |
| Calumet Enterprises Clark Associates                                   | EAST LAMPETER TWP          | 10.81                         | \$4,000                   |
| Venture Jets Hangar  | MANHEIM TWP                | 6.00                          | \$2,750                   |
| 447 Newcomer Road & 1058 E. Main St.                                   | RAPHO TWP                  | 0.94                          | \$600                     |

**Outstanding NPDES Projects  
Received >3 Months Ago**

| Date Received | Project  | Permit #       | Municipality       | Status         | Last Action |
|---------------|--|----------------|--------------------|----------------|-------------|
| 11/8/2022     | Core5 @ I-283                                  | PAC360812      | RAPHO TWP          | Technical R    | 1/9/24      |
| 1/24/2023     | Double Run Carriers                            | PAC360838      | BRECKNOCK TWP      | Adequate DEP   | 1/8/24      |
| 1/26/2023     | Stone Gables Major Mod                         | PAC360271 A-4  | WEST DONEGAL TWP   | Inadequate DEP | 12/19/23    |
| 1/26/2023     | Wabank Road Self Storage                       | PAC360839      | LANCASTER TWP      | Inadequate     | 1/17/24     |
| 2/13/2023     | Swartzville Road Subdivision                   | PAC360846      | EAST COCALICO TWP  | Inadequate DEP | 9/28/23     |
| 3/15/2023     | Willow Street Park                             | PAC360857      | WEST LAMPETER TWP  | Inadequate     | 12/14/23    |
| 4/3/2023      | Thaddeus Stevens Comm Learning Ctr             | PAC360861      | LANCASTER CITY     | Incomplete     | 1/4/24      |
| 4/5/2023      | Catherine Hershey School                       | PAC360865      | PEQUEA TWP         | Inadequate DEP | 1/9/24      |
| 5/2/2023      | Drager Tract                                   | PAC360871      | WEST HEMPFIELD TWP | Technical R    | 12/15/23    |
| 5/26/2023     | 283 Commerce Hub Major Mod                     | PAC360787 A-1  | EAST HEMPFIELD TWP | Complete       | 1/25/24     |
| 6/22/2023     | Musser's Plaza                                 | PAD360111      | EAST DRUMORE TWP   | Inadequate DEP | 8/30/23     |
| 7/5/2023      | Eli S. Stoltzfus                               | PAC360881      | LEACOCK TWP        | Complete       | 12/5/23     |
| 7/5/2023      | Tiny Estates                                   | PAD360112      | MOUNT JOY TWP      | Inadequate DEP | 10/26/23    |
| 7/6/2023      | Amos E. Stoltzfus                              | PAD360109      | MARTIC TWP         | Inadequate DEP | 9/28/23     |
| 7/7/2023      | Jura USA Hospitality Center                    | PAC360882      | RAPHO TWP          | Inadequate DEP | 12/13/23    |
| 7/13/2023     | Smucker Welding                                | PAC360885      | WEST LAMPETER TWP  | Complete       | 12/5/23     |
| 8/17/2023     | 3800 Hempland Road Major Mod                   | PAC360512 A-1  | WEST HEMPFIELD TWP | Inadequate     | 1/23/24     |
| 8/2/2023      | BB's Warehouse Expansion                       | PAC360887      | PROVIDENCE TWP     | Inadequate     | 1/8/24      |
| 8/3/2023      | Frank Weaver Ag                                | PAC360889      | CAERNARVON TWP     | Incomplete     | 12/7/23     |
| 8/23/2023     | Willow Street Corner                           | PAC360895      | WEST LAMPETER TWP  | Complete       | 12/12/23    |
| 8/24/2023     | 229 Wood Corner Road                           | PAC360897      | CLAY TWP           | Inadequate DEP | 11/27/23    |
| 8/29/2023     | WHEM-HUMM Rebuild Major Amendment              | PAD360110 A-1  | EAST DONEGAL TWP   | Inadequate     | 1/12/24     |
| 9/1/2023      | Village of Olde Hickory Floodplain Restoration | PAD360113      | MANHEIM TWP        | Inadequate     | 12/19/24    |
| 9/1/2023      | Bob Brubaker Ag Operation                      | PAC360899      | RAPHO TWP          | Inadequate DEP | 1/22/24     |
| 9/1/2023      | GSK Marietta                                   | PAC360900      | EAST DONEGAL TWP   | Inadequate DEP | 1/22/24     |
| 9/11/2023     | Vintage Business Park Lots 16 & 17             | PAC360311 A-5  | PARADISE TWP       | Completeness R | 12/16/23    |
| 9/21/2023     | Allan J. Fisher                                | PAC360901      | STRASBURG TWP      | Incomplete     | 11/16/23    |
| 9/22/2023     | Pleasant View Communities - Hershey Tract      | PAC360903      | PENN TWP           | Complete       | 1/16/23     |
| 9/25/2023     | Leonard Brubacher                              | PAD360114      | CAERNARVON TWP     | Inadequate DEP | 12/18/23    |
| 10/6/2023     | Woodcrest Lots                                 | PAC360907      | WARWICK TWP        | Inadequate DEP | 1/9/24      |
| 10/6/2023     | 4070 Old Philadelphia Pike                     | PAC360905      | LEACOCK TWP        | Incomplete     | 11/27/24    |
| 10/6/2023     | Esbenshade Turkey Farm                         | PAC360906      | PARADISE TWP       | Completeness R | 12/18/24    |
| 10/16/2023    | Quadrant 3 SWM Improvements                    | PAC360908      | STRASBURG BORO     | Technical R    | 1/26/24     |
| 10/18/2023    | Burrowes Elementary School                     | PAC360909      | LANCASTER TWP      | Incomplete     | 1/18/24     |
| 10/19/2023    | Prestige Real Estate                           | PAC360367 A-15 | SALISBURY TWP      | Complete       | 1/25/24     |
| 10/20/2023    | 2532 Marietta Avenue Subdivision               | PAC360910      | EAST HEMPFIELD TWP | Incomplete     | 1/25/24     |
| <b>Total</b>  | <b>36</b>                                      |                |                    |                |             |

**KEY**

| Received        | project received in office, queue for completeness review                                    | <b>Total Submissions Under Review</b>   | <b>136</b> |
|-----------------|--|---|------------|
| Incomplete      | incompleteness letter sent   | <b>Issued NPDES Submissions</b>   | <b>15</b>  |
| Completeness R  | resubmission received, queue for completeness review   | Catherine Hershey School for Early Learning - Lancaster City, Manheim Auto Auction Renewal, Gish's Furniture Minor Amendment, Benuel King Dairy Op, James Weaver Poultry Operation, Lime Spring Farm Renewal, Veritas Academy, United Zion Retirement Community, 1000 Strickler Road Building Expand Minor Amendment, Owl Hill Road Subdivision, Yarrum LP, Quarryville Police Foundation Corrective Action Plan, Fox Property Enterprises LLC, Mt. Zion Baptist Church, Doe Run Elem Athletic Field Renovation, General RV Center, |            |
| Complete        | completeness letter sent, queue for technical review   |   |            |
| Inadequate DEP  | technical deficiencies forwarded to DEP, waiting for issuance of technical deficiency letter |   |            |
| Inadequate      | technical deficiency letter sent   |   |            |
| Technical R     | resubmission received, queue for technical review  |   |            |
| Adequate DEP    | E&S Plan deemed adequate, waiting for DEP to proceed   |   |            |
| Highlighted Row | DEP completing PCSM Technical Review   |   |            |

**Item V.3**  
**Lancaster County Conservation District**  
**Erosion & Sedimentation Committee Meeting Minutes**  
**Thursday January 25, 2024**  
**LCCD Upstairs Conference Room #218**  
**Virtually via Microsoft Teams**

In Attendance: Adam Stern, Eric Hout, Chris Thompson, Matt Kofroth, Jay Snyder, Greg Strausser, Morgan Regen

Adam Stern called the meeting called to order.

1. Informational Updates

a. Administrative Support Specialist – Morgan Regan

**Adam introduced Morgan Regan. Morgan started in the E&S Department as an Administrative Support Specialist on 1/22/24. Her position is split between the E&S Department (~50%) and the Administration, Education, & Watershed Departments (~50%). She is beginning training and all is going well.**

b. PA DEP Chapter 102 Quarterly Newsletter – January 2024

**Adam reviewed the PA DEP Chapter 102 Quarterly Newsletter for January 2024 and highlighted the following items.**

- **PCSM Manual Update – DEP currently reviewing public comment**
- **PA DEP not currently making new updates to ePermit system, still open for use**
- **Most current guidance for pending PAG-02 expiration and renewals**

c. PA DEP Chapter 102 Individual Permit Pilot Program

**Adam reviewed a recent proposed Chapter 102 Expedited Individual Permit Pilot Program. Adam and Eric Hout attended an initial briefing on the program. Adam and Eric in consultation with Chris Thompson determined that Lancaster County Conservation District is not interested in participating in the pilot program at this time.**

d. E&S Department 2024 Goals/Outlook

**Adam reviewed a few items that he anticipates will be focuses in the E&S Department for 2024.**

- **Continuing to work toward an increased digital workflow**
- **Continuing to train staff – Eric is working to create numerous opportunities for technical training in the department**
- **Working to get closer to minimum outputs laid out in our delegated program - this includes review timeframes, inspection frequency, etc.**

Without objection, Adam considered the meeting adjourned.

Next Scheduled Meeting

Thursday February 22, 2024 @ 1:30 PM

LCCD Upstairs Conference Room #218 and virtually Microsoft Teams

**Item V.4**  
**2024 PACD Winter Meeting Report**

The PACD Executive Council Video Conference was held last week on January 25, 2024. Approximately eighty-two directors, staff, and agency representatives attended the online session with forty-nine district delegates participating in the meeting. A full copy of the draft meeting minutes will be shared in the day of packet. A hard copy will be circulated at the BOD meeting and a few highlights will be reviewed by our voting delegate at the meeting.