



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

Wednesday, March 6, 2024

Lancaster Farm & Home Center

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

Business Meeting 7:30 p.m.

Timer

Page #

7:55	III. <u>*Additional Business</u>	
	2. Treasurer's Report – Hertz (attachment) .....	1
8:25	IV. <u>Reports &amp; Information</u>	
	2. E&S/NPDES Monthly Projects Report – Stern (attachment).....	4
	<u>Addition to Board Packet</u>	
	8. PACD Executive Committee – Wasco (attachment) .....	7
	9. Board Development Training – Thompson (attachment) .....	7

**\*Action Required**

Item III.2  
**Lancaster County Conservation District**  
**Balance Sheet**  
As of February 28, 2024

Feb 28, 24

**ASSETS**

**Checking/Savings**

**Dst Accts**

**District General Fund**

1001 · General Fund INVEST 431,447.39

1015 · General Fund Citizens 168,086.79

**Total District General Fund 599,534.18**

**Raymond James/Fulton Advisors**

Investment Unrealized Gain/Loss 28,268.03

Raymond James/Fulton Advisors - Other 750,000.00

**Total Raymond James/Fulton Advisors 778,268.03**

**E & S**

1002 · E & S - A 642,547.58

1005 · Clean Water - R 327,768.18

**Total E & S 970,315.76**

1003 · Youth Conservation School - C 1,005.64

1006 · Separation - A 37,339.29

**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 9,127.20

Reserved-LCCD Health 18-19 - A 113.40

Reserved-Capital - A 46,869.69

Reserved-Communication - A 24,000.00

Reserved-Computer Hardware - A 26,725.77

Reserved-NM Program - A 62,863.97

Reserved-NMP Vehicle - A 57,820.80

1007 · Reserve - Other 245,517.38

**Total 1007 · Reserve 501,475.64**

**1008 · Scholarship - C**

Bond Unrealized Gain/Loss - C -3,320.32

Scholarship Bonds - C 35,000.00

1008 · Scholarship - C - Other 6,709.78

**Total 1008 · Scholarship - C 38,389.46**

1009 · Dirt & Gravel Roads - R 190,499.58

1013 - Exelon - R 833,868.52

1014 - Low Volume Roads - R 392,214.41

1115 · Conservation Excellence - R 992,106.19

1116 · CBAIP Phase II - R 134,845.93

1117 · Chesapeake Bay Action Plan - R 2,604.02

1118 · American Rescue Plan Act 1,975,401.56

1119 · Agriculture Conservation Assist 4,265,273.68

1017 · Self-Funded Health Insurance -R 111,242.49

**TOTAL ASSETS 11,824,384.38**

\$517,387.30	General Operations - U
(\$12,222.66)	Grants without bank account - R
\$64,976.92	Activities Account - A
\$29,392.62	Tree Fundraiser Account - U
<b>\$599,534.18</b>	<b>TOTAL</b>

Fulton Advisors		Fulton + INVEST
Funds Invested		Balance
5/2/2022		2/28/2024
350,000		992,547.58
		<u>327,768.18</u>
		1,320,315.76
25,000		26,005.64
25,000		62,339.29
25,000		26,317.7
50,000		59,127.2
25,000		25,113.4
100,000		162,863.97
125,000		370,517.4
25,000		63,389.46
750,000	Initial Investment	
778,268	Current value	
3.8%	ITD Gain/Loss	

\$1,575,822.05	A - Assigned Funds
\$89,395.10	C - Committed Funds
\$9,213,601.90	R - Restricted Funds
\$945,565.33	U - Unassigned Funds
<b>\$11,824,384.38</b>	<b>TOTAL</b>

Lancaster County Conservation District  
**Balance Sheet**  
As of February 28, 2024

Feb 28, 24

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Other Current Liabilities**

2200 · YCS Liability 26,005.64

2016 · Health Insurance Liability 111,242.49

**Total Other Current Liabilities** 137,248.13

**Total Current Liabilities** 137,248.13

**Total Liabilities** 137,248.13

**Equity**

3000 · Opening Bal Equity 893,610.68

3900 · Retained Earnings 12,039,140.88

Net Income -1,245,615.31

**Total Equity** 11,687,136.25

**TOTAL LIABILITIES & EQUITY** 11,824,384.38

**Lancaster County Conservation District**  
**Income and Expenses**  
January 1 through February 28, 2024

	General Operations	E&S	Activities & Tree Sale	Grants	Scholarship	Separation/ Reserve	Jan 1 - Feb 28, 24	Budget	\$ Over Budget
<b>Income</b>									
520 · County Funding	49,166.70						49,166.70	48,318.98	847.72
530 · Program Contracts	407,057.52						407,057.52	484,727.07	-77,669.55
560 · Grant Administration	17,383.13			150.00			17,533.13	306,540.86	-289,007.73
570 · Grant Project Income				290,617.62			290,617.62	2,172,413.79	-1,881,796.17
580 · Fee / Reimbursement Income	560.00		3,150.00				3,710.00	900.86	2,809.14
581 · E&S102 Review Fees		152,500.00					152,500.00	104,827.58	47,672.42
582 · NPDES Permit Fees		21,500.00					21,500.00	13,922.41	7,577.59
590 · Interest Income	3,593.80	7,919.56		91,873.14	438.76	4,825.48	108,650.74	5,077.58	103,573.16
540 · Activity Income			5,250.00				5,250.00	2,413.79	2,836.21
585 · Tree Sales Income			2,220.00				2,220.00	14,321.84	-12,101.84
595 · Other Income	1,500.00		250.00		250.00	4,771.55	6,771.55	0.00	6,771.55
<b>Total Income</b>	<b>479,261.15</b>	<b>181,919.56</b>	<b>10,870.00</b>	<b>382,640.76</b>	<b>688.76</b>	<b>9,597.03</b>	<b>1,064,977.26</b>	<b>3,153,464.76</b>	<b>-2,088,487.50</b>
<b>Gross Profit</b>							<b>1,064,977.26</b>	<b>3,153,464.76</b>	<b>-2,088,487.50</b>
<b>Expense</b>									
7100 · Staff Salary	305,768.01	93,567.11		56,091.72			455,426.84	490,963.92	-35,537.08
710 · All Emp Benefits	86,911.13	22,964.23	330.67	13,495.91			123,701.94	150,977.92	-27,275.98
720 · Vehicle & Travel Expenses	1,654.04	214.54		198.81			2,067.39	14,086.23	-12,018.84
722 · Meeting Expenses	244.88	72.76		15.00			332.64	4,094.86	-3,762.22
730 · Supplies	1,279.76	86.52	78.58	73.56			1,518.42	2,579.76	-1,061.34
735 · IT - Communication	4,325.95	145.00					4,470.95	5,323.31	-852.36
740 · Postage	423.65	441.56		68.04			933.25	1,146.56	-213.31
745 · Office Rent	13,575.74	3,664.56		862.02			18,102.32	18,323.89	-221.57
750 · Equipment	290.35						290.35	5,700.02	-5,409.67
830 - Administrative	19,729.38	35.00	5,414.99	1,201.48			26,380.85	1,048.27	25,332.58
810 · Activity Expenses			3,417.60		1,000.00		4,417.60	11,839.66	-7,422.06
820 · Grant Project Expenses	275.00			1,673,552.94			1,673,827.94	2,172,413.79	-498,585.85
805 · Allocated Cost Transfer							0.00	25,910.69	-25,910.69
890 · Miscellaneous Expenses	122.08						122.08	0.00	122.08
<b>Total Expense</b>	<b>434,599.97</b>	<b>121,191.28</b>	<b>9,241.84</b>	<b>1,745,559.48</b>	<b>1,000.00</b>	<b>0.00</b>	<b>2,311,592.57</b>	<b>2,904,408.88</b>	<b>-592,816.31</b>
<b>Net Income</b>	<b>44,661.18</b>	<b>60,728.28</b>	<b>1,628.16</b>	<b>-1,362,918.72</b>	<b>-311.24</b>	<b>9,597.03</b>	<b>-1,246,615.31</b>	<b>249,055.88</b>	<b>-1,495,671.19</b>

# E&S Report

## 2024 Report for February

### 2024 Report

		Feb 2024	Total
Total Plan Submissions		32	64
Total Plan Acres		869.73	2416.06
Total Disturbed Acres		384.99	550.09
Fees Collected	NPDES Permit Fees Collected	\$14,000	\$27,500
	DEP Fees Collected	\$20,900	\$32,200
	E&S Plan Review Fees	\$114,450	\$172,100

<u>Total Complaints</u>		
<u>Date Received</u>	<u>Municipality</u>	<u>Land Unit Acres</u>
2/2/2024	MANHEIM TWP	65.05
2/13/2024	EAST LAMPETER TWP	1.09
2/13/2024	EAST LAMPETER TWP	1.56
2/13/2024	EAST LAMPETER TWP	20.39
2/16/2024	CONOY TWP	10.72
2/16/2024	CONOY TWP	2.53
2/20/2024	MOUNT JOY TWP	28.71
2/22/2024	RAPHO TWP	61.44
2/22/2024	MOUNT JOY TWP	6.57
2/26/2024	UPPER LEACOCK TWP	0.5

## 2023 Report for February

### 2023 Report

		Feb 2023	Total
Total Plan Submissions		38	69
Total Plan Acres		1080.43	2266.32
Total Disturbed Acres		400.24	702.65
Fees Collected	NPDES Permit Fees Collected	\$12,000	\$26,500
	DEP Fees Collected	\$10,900	\$48,300
	E&S Plan Review Fees	\$68,490	\$178,950

<u>Total Complaints</u>		
<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

**Erosion and Sedimentation Plan Submission**

**2/1/2024 to 2/29/2024**

<b><u>Project Name</u></b>	<b><u>Municipality</u></b>	<b><u>Disturbed Acres</u></b>	<b><u>Fees Amount</u></b>
Lester Zimmerman Proposed House	WEST EARL TWP	0.52	\$600
Wesley R Funk and Laura B Funk Revised Final Subdivision	MANOR TWP	0.86	\$600
Cargill Mount Joy Parking Lot Expansion	MT JOY BORO	0.95	\$800
Taco Bell Redevelopment	LANCASTER TWP	0.955	\$800
Mount Joy Borough Administration/Police Department Facility	MT JOY BORO	5.49	\$2,500
Smucker Timber Harvest -70 Oak Road	LITTLE BRITAIN TWP	12	\$700
Christ Stoltzfus - Poultry Layer Barn	PEQUEA TWP	0.94	\$800
PPL LAUS-SAKR	EARL TWP	18.07	\$5,750
Proposed Fill Placement for Kreider Farms	PENN TWP	0.95	\$800
Bear Creek Estates	MOUNT JOY TWP	25.75	\$9,650
Sheetz Store #231 Rebuild at 698 West Main Street	EARL TWP	2.52	\$1,900
Martin S. & Robin D. Gish	MOUNT JOY TWP	0.84	\$600
Final Subdivision Plan of Lots for Cherry Hill Dairy	FULTON TWP	2.65	\$1,900
Stephen G. and Barbara S. Stoltzfus	MARTIC TWP	2.7	\$1,900
Yogi Bear Jellystone Park Camp	EAST DRUMORE TWP	3.82	\$800
SR 4033-007 Bridge Replacement Fill	RAPHO TWP	0.96	\$600
Stonehenge Estates - Tract 2	MANHEIM TWP	24.1	\$14,750
Penn Township Yard Waste Facility	PENN TWP	1.97	\$1,600
Legacy Crossing	MANOR TWP	94.59	\$47,200
Zook Residence	SADSBURY TWP	2.113	\$600
Zook Esh Yoder	EAST LAMPETER TWP	25.2	\$800
198 Chiques Road - Prelim/Final LDP	EAST HEMPFIELD TWP	2.22	\$1,600
Jesse L. Siegrist	RAPHO TWP	0.52	\$600
WHEM-HUMM Rebuild		38.3	\$10,750
Emanuel G. Zook	SADSBURY TWP	1.58	\$850
2930 Old Tree Drive/ Land Development Plan	EAST HEMPFIELD TWP	2.2	\$1,600
1981 Landis Valley Road	MANHEIM TWP	0.98	\$600
Jeromie Heinsey Pond Outfall Replacement	EAST COCALICO TWP	0.1	\$100
Center Street Road Improvements	LEACOCK TWP	3.15	\$1,900
Brecknock Properties, GP	BRECKNOCK TWP	0.95	\$800

**Outstanding NPDES Projects  
Received >3 Months Ago - 2/29/24**

Date Received	Project	Permit #	Municipality	Status	Last Action
2/13/2023	Swartzville Road Subdivision	PAC360846	EAST COCALICO TWP	Inadequate	2/21/24
3/15/2023	Willow Street Park	PAC360857	WEST LAMPETER TWP	Inadequate	12/14/23
4/5/2023	Catherine Hershey School	PAC360865	PEQUEA TWP	Inadequate DEP	1/9/24
5/2/2023	Drager Tract	PAC360871	WEST HEMPFIELD TWP	Inadequate DEP	2/13/24
5/26/2023	283 Commerce Hub Major Mod	PAC360787 A-1	EAST HEMPFIELD TWP	Complete	1/25/24
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	Technical R	2/26/24
7/13/2023	Smucker Welding	PAC360885	WEST LAMPETER TWP	Technical R	2/7/24
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	2/25/24
8/29/2023	WHEM-HUMM Rebuild Major Amendment	PAD360110 A-1	EAST DONEGAL TWP	Adequate DEP	2/12/24
9/1/2023	Village of Olde Hickory Floodplain Restoration	PAD360113	MANHEIM TWP	Technical R	2/19/24
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	Complete	2/8/24
9/21/2023	Allan J. Fisher	PAC360901	STRASBURG TWP	Complete	2/26/24
9/22/2023	Pleasant View Communities - Hershey Tract	PAC360903	PENN TWP	Inadequate	2/26/24
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	11/27/23
10/6/2023	Ebensshade Turkey Farm	PAC360906	PARADISE TWP	Complete	2/15/24
10/16/2023	Quadrant 3 SWM Improvements	PAC360908	STRASBURG BORO	Technical R	1/26/24
10/18/2023	Burrowes Elementary School	PAC360909	LANCASTER TWP	Inadequate	2/27/24
10/19/2023	Houston Run - Prestige Real Estate	PAC360367 A-15	SALISBURY TWP	Complete	1/25/24
10/20/2023	2532 Marietta Avenue Subdivision	PAC360910	EAST HEMPFIELD TWP	Incomplete	2/27/24
11/3/2023	Hershey Farm Restaurant and Inn	PAC360911	STRASBURG TWP	Complete	2/27/24
11/6/2023	Nissley Road Basin Project	PAC360912	EAST HEMPFIELD TWP	Incomplete	1/26/24
11/7/2023	Sporting Valley Feed Mill Major Amendment	PAC360328 A-1	PENN TWP	Completeness R	2/22/24
11/7/2023	Landis Homes East Exp. Major Amendment	PAD360056 A-1	MANHEIM TWP	Inadequate DEP	12/15/23
11/13/2023	Rockvale Multi-Family Parcel 2	PAC360916	EAST LAMPETER TWP	Complete	2/23/24
11/14/2023	Springville Road - Stream Restoration	PAC360919	EAST EARL TWP	Complete	2/21/24
11/14/2023	Division Highway - Stream Restoration	PAC360915	EAST EARL TWP	Complete	2/21/24
11/15/2023	Railroad Museum of PA Roundhouse Construction	PAC360344 A-1	STRASBURG TWP	Complete	12/19/24
11/22/2023	Esh Commercial - Esh Foods	PAC360778 A-1	SADSBURY TWP	Completeness R	2/27/24
<b>Total</b>	<b>37</b>				

**KEY**

		<b>Total Submissions Under Review</b>	<b>143</b>
Received	project received in office, queue for completeness review	<b>Issued NPDES Submissions</b>	<b>13</b>
Incomplete	incompleteness letter sent		
Completeness R	resubmission received, queue for completeness review	Eli Stoltzfus, Sterling Center, Garner Subdivision, 501 Alexander Drive Warehouse, Stone Gables Major Mod, Merlin Sensenig Equipment Shed, Double Run Carriers, 3800 Hempland Road Major Mod, Core5 @ I-283, Thaddeus Stevens Comm. Learning Center, Stephen Esh Major Mod, SAKR-PRIN 1&2 Trans Line Rebuild, Musser's Plaza	
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 IV.8**

### **PACD Executive Committee Update**

Sonia will update the Board on the PACD Executive Committee and their most recent correspondence to Districts and PA DEP.

## **Item IV.9**

### **Board Development Training Sessions**

An updated revised schedule will be provided on the upcoming Board Development Training Sessions that were discussed at the February Board meeting. These training sessions were to start in March but were postponed a month due to scheduling conflicts. The sessions will now start in April and the Board will be informed on the next steps needed.