

**LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
April 3, 2024**

The 863rd 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 April 3, 2024, at 7:30 p.m.

The following Directors were present: Sonia Wasco, Chairwoman; Ray D'Agostino, Gordon Hoover, Herb Kreider, Geoffrey Rohrer, Roger Rohrer, and Deryk Shaw.

The following Associate Directors were present: Bob Shearer, Jay Snyder, Greg Strausser, and Dan Zimmerman.

The following District Staff were present: Kent Bitting, Amanda Goldsmith, Sallie Gregory, Stacey Hertz, Matt Kofroth, Kevin Lutz, Holly Shaub, Adam Stern, and Chris Thompson.

The following Cooperating Agency representative was present: Heather Grove, USDA-NRCS; and Charles Heberlig, DEP Field Representative.

The following visitors were present: None present.

Sonia Wasco called the meeting to order at 7:30 PM. Sonia welcomed everyone both in person and on Zoom. She invited new Board Director Deryk Shaw to share a little about himself. Adam Stern reminded everyone that the meeting was being recorded.

Gordon Hoover provided the invocation for the meeting.

Introductions: none offered.

Additions to the Agenda: no additions.

An opportunity was given for public comment: Sonia Wasco shared that her husband who was one of the award recipients was impressed with the presentations and the staff at the Annual Awards Banquet. Sonia also shared that Brenda Shambaugh, PACD Executive Director, shared with the PACD executive committee that she and her husband attended the banquet and enjoyed the auction.

I. Agency Reports

1. USDA, NRCS

Heather Grove reported that the Soil Conservation Technician position has been re-announced. Chris commented that the Conservation Practice Installation Activities totals are at or well ahead of 2023.

2. PA DEP Field Rep Report

Chas Heberling highlighted some of the items in his report. The 105 Quarterly Permit Data Submission Reports will no longer be provided as Excel Spreadsheets and there was a PAG-02 Authorization Letter webinar today. Documents were updated regarding agricultural activities and a supplement to manure management will be published on April 27. He shared that the SCC approved the Act 38 and Chapter 91 agreements and they have stayed the same as in previous years. He noted that Conservation Districts are not subject to the Payback refund policy. A new online system for the Budget & Actual Staff Salary/Benefits Spreadsheet will exist. Chris Thompson reminded Directors and Associate Directors to submit their Statement of Financial Interests. Gordon Hoover inquired if there were any major changes in the Land

Application Technical Guidance and Chas shared that he has not seen the document yet. Kevin Lutz shared that there is now a short form for the manure management manual.

II. Consent Agenda

Chairwoman Sonia Wasco gave the opportunity for Directors to withdraw any of the items from the Consent Agenda to have additional discussion. Hearing none, she requested a motion to approve the agenda. Gordon Hoover moved to approve the Consent Agenda as presented. Herb Kreider seconded the motion. The motion passed unanimously.

The Consent Agenda includes the following approved items.

- #1 – Minutes of March 6, 2024 Board meeting.
- #2 – Technical Assistance Requests/Cancellations
- #3 – Nutrient Management Plan Approvals
- #4 – Conservation Plan Acknowledgement
- #5 – List of LCCD Memberships

**Requests for Nutrient Management Plan Approval (Lutz)
March 2024 Activity
April 3, 2024 Board Meeting**

The plans are for the following operations:

OWNER	TOWNSHIP	Operation	DESIGNATION	AEU's/ ACRE	REVIEWER	PLAN #
Ammon Burkholder	Brecknock	Swine	CAO	12.83	Heigel	1953
Ed Zug	Fulton	Dairy	VAO	0.87	Paisley	152
Paul D. Garman	Caernarvon	Dairy/Duck	CAO	2.54	Heigel	1155
Noah W. Kreider	Penn	Dairy	CAFO/CAO	7.70	Findeisen	7
Green Park HGE Inc.	East Donegal	Layer	CAFO/CAO	28.56	Schavnis	2880
Wesley Burkholder	East Earl	Swine	CAO	4.69	Hartz	134
James Schuler	Elizabeth	Layer	CAO	21.46	Bosworth	2903
Robert & Michael Shearer	East Donegal	Swine/Cow/Calf	CAFO/CAO	2.73	Lutz	368
Derrick Weaver	Earl	Broiler	CAO	2.86	Hartz	474

NMP Update Report to Lancaster County Conservation District Board of Directors
March 2024 Activity
April 3, 2024

NMP Name	Municipality	Plan Update Submission Date	Original NMP Approval Date	Planner ¹	Species ²	AEUs	Regulated Operation Type ³	Date Plan Acknowledgement Letter Sent	Reason for Update
Philip Hoover	Mount Joy	2/26/2024	12/7/2022	William Rogers	Broilers	367.64	CAO CAFO	2/28/2024	Simple Update
Randy Brubaker	Rapho	2/27/2024	12/7/2022	Corey Grove	Broilers/ Swine/ Beef	1311.43	CAO CAFO	3/20/2024	Simple Update
Bellaire Farms	Mount Joy	3/4/2024	10/5/2022	Maggie Dean	Broilers	213.03	CAO CAFO	3/6/2024	Simple Update
Chiques View Farm	Rapho	2/6/2024	3/2/2022	Amber Funk	Ducks/ Beef	466.03	VAO CAFO	3/19/2024	Simple Update

III. Additional Business

1. Items removed from Agenda

None removed.

2. Treasurer's Report

Stacey Hertz reported the Raymond James Fund as of March 26 is \$784,666 and the value as of today is \$785,197. The interest for the Invest account is earning 5.286%. The interest income the District has earned this year is \$154,720.63. CAP funds were received after the completion of this report in the amounts of \$1.3 million and \$200,000.

3. Personnel Committee Report

The Personnel Committee, which included Dan Zimmerman, Herb Kreider, Sonia Wasco, Deryk Shaw and Chris Thompson, met this evening. Dan submitted the attached report and shared that there should be a candidate presented at next month's meeting for the Finance Assistant position. The committee recommends hiring Lillian Stehman for the summer internship position. The committee also recommends advertising and interviewing candidates for a fall internship. A motion was made by Herb Kreider and seconded by Roger Rohrer to hire Lillian Stehman as the summer intern and advertise for a fall intern. The motion passed unanimously.

4. ACAP Grant Approval

Kent Bitting presented 13 applications for Board approval. He shared that to award as many projects as possible the remaining ACAP and CEG funds will be considered. Those projects that receive CEG funding will be asked to submit CEG applications.

Landowner	District/Private Consultant	Municipality	BMPs	Total Project Cost	Total Grant Requested
Kenton Reiff	NCS, Inc.	Rapho Twp.	Roofed Stacking Shed, Roof Runoff Structure, Structure for Water Control, HUA, Lined Outlet, Critical	\$441,650.00	\$325,485.00

			Area Planting, Animal Trail, Vegetated Treatment Area, Grassed Waterway		
Robert Shearer	District	East Donegal Twp.	Roofed Stacking Shed, Roof Runoff Structure, HUA, Animal Trail	\$151,500.00	\$136,300.00
Curtis Charles	Red Barn Consulting	East Hempfield Twp.	Roofed Stacking Shed, Roofed HUA, Roof Runoff Structure, Underground Outlet, Obstruction Removal, Fence, Animal Trail, Critical Planting Area	\$232,049.00	\$210,944.00
Amos S. King Jr.	District	Manheim Twp.	Roofed Stacking Area, Roof Runoff Structure, Critical Area Planting, Access Road, HUA, Animal Trail, Underground Outlet	\$264,929.01	\$238,436.11
Elmer R. Blank	District	Salisbury Twp.	Grassed Waterway, Mulching	\$8,884.13	\$7,995.72
Ephraim Petersheim	Lancaster Farmland Trust	Bart Twp.	Manure Storage, Roofed Stacking Shed, Critical Planting Area, Fence, Lined Outlet, Obstruction Removal, Pumping Plant, Roof Runoff Structure, Access Road, Roofed HUA, Structure for Water Control, Subsurface Drain, Underground Outlet, Waste Transfer	\$466,033.60	\$386,033.60

Steve Strickland	District	Conoy Twp.	Roofed Stacking Area, Roofed HUA, Roof Runoff Structure, Fence, Obstruction Removal, Animal Trail	\$220,000.00	\$199,800.00
A. Keith Martin	District	Clay Twp.	Roofed Composting Facility, Roof Runoff Structure, HUA, Underground Outlet	\$94,768.77	\$85,291.89
Amos S. Miller	Lancaster Farmland Trust	Upper Leacock Twp.	Manure Storage, Underground Outlet, Fence, Access Road, Pumping Plant, Waste Transfer, HUA, Animal Trail, Roof Runoff Structure, Grassed Waterway, Mulching	\$418,363.00	\$358,363.00
John B. Miller	Lancaster Farmland Trust	Little Britain Twp.	Manure Storage, Underground Outlet, Fence, Access Road, Waste Transfer, HUA, Animal Trail, Critical Area Planting	\$186,432.00	\$156,432.00
John Stoltzfus	District	Leacock Twp.	Manure Storage, Roofed Stacking Shed, Fence, HUA, Waste Transfers	\$250,607.10	\$189,397.50
Totals				\$2,735,216.61	\$2,294,478.82

Herb Kreider made a motion to accept the projects presented by the committee. The motion was seconded by Deryk Shaw. Gordon Hoover recused himself from the vote. The motion passed unanimously.

5. CEG Approval

Kent Bitting presented one project:

Landowner	District/Private Consultant	Municipality	BMPs	Total Project Cost	Total Grant Requested
Nathan Umbrell	District	Mount Joy Twp.	Roof Runoff Structure	\$2,738.02	\$2,464.22
Totals				\$2,738.02	\$2,464.22

A motion was made by Gordon Hoover to approve the project presented. Geoff Rohrer seconded the motion. The motion passed unanimously. Kent Bitting noted that the interest earned from the ACAP and CEG funds will be used for small projects.

6. Annual Planning Meeting Report

Sallie Gregory shared the three goals from our 2023 Annual Planning Meeting and the progress that has been made over the last year. The goals are to create a marketing and communication plan that leverages current relationships and identifies new strategic alliances, create an agile organizational framework that can support current and future growth and the last goal is staff retention. The strategic goal of the 2024 Annual Planning Meeting is to deepen relationships with cooperating partners and agencies by targeting outreach each year. It is an intentional approach to explore new and existing partnerships, renew work we've already done, and find new ways to connect. A potential outcome could be getting an MOU with a municipality we didn't have, writing a grant with a partner, or finding a new partner we've never worked with. Potential groups that we could rotate each year are municipalities, non-government organizations, government (county, state, fed), and for-profit agencies.

7. E&S Committee Report

Adam Stern reported on the minutes from the committee meeting and the recommendation to the Board of Directors to decline participation in the Individual Permit Pilot Program. Deryk Shaw made a motion to accept the committee report and the recommendation to decline participation in the Individual Permit Pilot Program. Herb Kreider seconded the motion. The motion passed.

8. PennVest MOA

Matt Kofroth presented the Memorandum of Agreement between the District and Weaver Environmental Consulting. This is an agreement to create the PennVest application together with Weaver Environmental which will be submitted in May to PennVest if approved by the Board. Roger Rohrer made a motion and it was seconded by Gordon Hoover to join in a Memorandum of Agreement with Weaver Environmental Consulting. The motion carried.

IV. Reports/Information

1. Correspondence, News and Updates

- Calendar by White Horse Construction with pictures of LCCD projects
- Email from Jacquelyn Kerstetter commending LCCD for our 2023 Annual Report
- Lancaster Newspaper article, 3/31 – Blood drive sponsored by LCCD
- Lancaster Newspaper article, 3/26 – Let's Go 1-2-3, Sallie Gregory served on the committee for the Chesapeake Bay Trust grant
- Lancaster Newspaper obituary, 3/24 – Sally A. Wise, spouse of Dave Wise, Stroud Water Research Center
- Steve Reiff illness
- Emma Findeisen and Ryan Riebling – wedding on 4/6
- Lancaster Newspaper obituary, 3/1 – Noah Wenger

2. E&S/NPDES Monthly Projects Report

Adam Stern reported that the totals on the E&S report compared to last year are very close. Both the E&S Plan Submission report and the Outstanding NPDES Projects report are normal. Chris Thompson pointed out that the oldest plan is from December of last year which is a significant improvement from a few months ago. He also noted that 21 out of 39 projects are at DEP for review or with a consultant for follow-up.

3. Tree Sale Report

Amanda Goldsmith shared the details of the LCCD 50th Annual Tree Seedling Sale that will be held on Friday, April 12 from 8 am to 5 pm. The event will be walk in for customers to pick up their orders so that it can be an outreach event. NRCS, Chesapeake Bay, Lancaster Conservancy, Bureau of Forestry, and the District will have displays with information available.

4. LCCD Annual Awards Banquet Report

Chris Thompson shared the LCCD Annual Awards Banquet Report. Chris expressed his appreciation to the Directors and Staff for their support and noted that the award recipients were grateful for the recognition. Sonia Wasco pointed out the money raised through the auction for the Ann Brown Scholarship Fund totaled \$4,275.00.

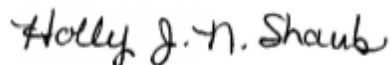
V. Additional Public Comment:

Jay Snyder shared how informative the Director Training session was. He encouraged everyone to attend the next three trainings. Chris highlighted the Dates to Remember items. Ray D'Agostino announced that the Lancaster County Commissioners will be issuing a proclamation in support of Conservation District Week. Ray also shared that the Commissioners have allocated round two of the ARPA funds with \$171,000 awarded to LCCD for water quality monitoring.

VI. Meeting Adjourned

Sonia Wasco adjourned the meeting at 8:43 pm.

Respectfully submitted,



Holly J. N. Shaub
Staff Secretary for the Board of Directors

Personnel Committee Report
F&H Center Conference Room
7 pm 4/3/2024

Attending: Dan Zimmerman (Chair), Herb Kreider, Sonia Wasco, Deryk Shaw, Chris Thompson

Staffing Updates

The committee received an update on a variety of issues staff are facing as well as an update about the open Finance Assistant position. For the open position, several applications have been received and HR is working with staff to identify qualified candidates for interviews. The intent is to have a candidate ready to present at the May BOD meeting for approval.

LCCD Summer Intern

In March, District staff (Gregory & Goldsmith) interviewed 5 college students that had applied for the summer internship position with the Conservation District. The five students interviewed were selected out of 21 applicants who submitted information compiled by the District's HR firm. All five applicants had exemplary skills suited for the internship position, but one rose to the top during the interview process and we would like to offer the summer internship position to this individual.

Lillian Stehman is a sophomore at Cornell University. Lily, who is from Mount Joy, PA is majoring in Environment & Sustainability in school. She was a Lancaster County Youth Conservation School graduate in 2020 and was an exemplary student. Lily participated in the Wildlife Leadership Academy, focusing on Brook Trout. She has worked at the Turkey Hill Experience since 2021 along with working at Shaw lab at Cornell. From these experiences, Lily has conducted fish surveys, water quality surveys, and has extensive experience with public speaking. Lily will start her internship position with the Conservation District on May 13th, pending her finals schedule, and will work through August 2nd.

The intern will be paid \$14.00/hr. In addition to assisting all District staff, the focused work will be with the Watershed and Environmental Education programs. Funds to pay for the intern will come from a line item in the 2024 District budget for interns.

***The Committee approved presenting this item for positive Board action.**

District Fall Intern

The District's Education and Watershed programs request approval to advertise and interview candidates for a fall intern. We originally planned for a spring intern but we did not receive enough qualified candidates for the position. Since we did not expend funds for a spring intern, we are looking to fill a fall intern to help with both departments. The fall intern will assist the District's Education and Watershed programs with the following activities: fall tree planting and buffer maintenance, preparation for the 75th LCCD anniversary and 2025 Envirothon, long profiles of stream projects, water quality monitoring, and restoration projects.

➤ Fall Intern

- Cost \$14/hour – up to 3 days/week, up to 7.5 hours/day
- Position Posting – 4/8/24 – 5/3/24
- Candidate presented for board approval – 6/5/24
- Dates of employment – 9/16/24 – 12/6/24

***The Committee approved presenting this item for positive Board action.**

Meeting was adjourned at 7:25pm