



LANCASTER COUNTY CONSERVATION DISTRICT MONTHLY BOARD MEETING AGENDA

Wednesday, June 5, 2024

Lancaster Farm & Home Center

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

Business Meeting 7:30 pm

Timer

	<u>Page #</u>
7:40 I. <u>Agency Reports</u>	
2. PA DEP Field Rep Report – Thompson (attachment)	1
7:50 III. <u>Additional Business</u>	
2. Treasurer’s Report – Hertz (attachment)	4
4. *Personnel Com. – Zimmerman/Thompson – Request to Hire (attachment/handout).....	7
<u>Addition to Board Packet:</u>	
10. *2024 Spring PACD Region Meetings Summary – Wasco (attachment)	8
8:40 IV. <u>Reports & Information</u>	
3. E&S/NPDES Monthly Projects Report – Stern (attachment).....	9
<u>Addition to Board Packet:</u>	
8. Technology Com. Audit Report – Kofroth (attachment).....	12

***Action Required**

Item I.2

June 2024 DEP Conservation District Field Rep Talking Points

Conservation District Fund Allocation Program (CDFAP) Application for Funding

The CDFAP provides funding for your Manager, E&S Technician and ACT Technician, as applicable. It is necessary that we contact you now so that information on your district's request is available and the State Conservation Commission (SCC) can allocate these cost share funds at their July 2024 meeting. The "Application for Funding" request form is now active on Greenport.

Please complete this form using:

- **Current salary and benefit** data for the July 1, 2024 to December 31, 2024 time period
- **Anticipated salary and benefit** data for the January 1, 2025 to June 30, 2025 time period

Please submit the form through the **DEP Greenport** as soon as possible, but no later than **July 10, 2024**. If you need additional assistance, please contact your DEP regional conservation district field representative, or Jaci Kerstetter at jackerstet@pa.gov.

CDFAP Agricultural Conservation Technical (ACT) Assistance Program Application

The CDFAP ACT Application renewal package was sent out on May 21. Districts planning to participate in the CDFAP ACT Program for FY 24-25 should submit their Renewal Application no later than **July 10, 2024**. If you need additional assistance, please contact Amy Ewing at amewing@pa.gov.

Chesapeake Bay Technician and Engineer Grant

The Chesapeake Bay Technician and Engineer renewal application forms were updated and sent out to districts on May 31. Districts must use these forms to submit their budgets and scope of work for FY 24-25. Renewal forms can be found here: <https://greenport.pa.gov/elibrary/GetFolder?FolderID=1122041> and are **due July 12, 2024**. If you need additional assistance or have questions, please contact Carl DeLuca at cdeluca@pa.gov.

Conservation District Watershed Specialist

Renewal forms for FY 24-25 for the Conservation District Watershed Specialist agreements are being updated to enhance consistency in reporting and efficiency of processing requests. These forms were sent to all districts on May 31. Watershed Specialist renewal applications are **due July 12, 2024**.

- **NEW THIS YEAR:** DEP will be adding an optional "mini grant" through the CDWS agreement that may be used to implement education and outreach workshops, demonstration projects, field days, CREP, and NPS projects. The maximum for these "mini grants" will be \$5,000 per district.

If you need additional assistance or have questions, please contact Shane Kleiner at shkleiner@pa.gov.

2024 Virtual Conservation District and PA Agency Ag. Meeting

The 2024 Virtual Conservation District and PA Agency Ag. Meeting will be held via Teams on July 25th and July 31st. **Plan to attend both dates.** The annual meeting is being led by DEP staff who will bring the perspectives of our various partners in conservation. Staff from CCDs, DEP, SCC, NRCS, PACD, and DCNR are encouraged to attend. The agenda will include agency updates, a retrospective of how we got where we are, and topics that are applicable to all in a general session, as well as focused breakout sessions for in-depth learning. A save the date was recently provided to all 2023 attendees and the Agriculture 102 contact list. Registration is now open under the registration section of the CWA Course here: <https://pacleanwateracademy.remote-learner.net/course/view.php?id=1292>.

Growing Greener and 319 Grant Round Open

The Growing Greener and 319 Grant Round opening was posted in the PA Bulletin on April 20th. Growing Greener and 319 Grant Round officially opened on **Monday, April 22nd and will close on June 21st, 2024.**

Interested parties can find detailed information on guidelines and how to apply at the links below:

Section 319 Nonpoint Source Grant: [Nonpoint Source \(pa.gov\)](#)

Course: [DEP Section 319 Nonpoint Source Management Grants - FY 2025 \(remote-learner.net\)](#)

This is a presentation on the federal Section 319 Nonpoint Source Management Grants Program for the federal fiscal year 2025. It provides a review of the 319 Grant application process and assists potential grant applicants with developing a competitive application.

Growing greener Plus Grant: [Growing Greener \(pa.gov\)](#)

Course: [DEP Growing Greener Plus Grants - 2024 \(remote-learner.net\)](#)

This is a presentation on DEP's Growing Greening Plus Grants Program for 2024. It provides a review of the Growing Greener Grant application process and assists potential grant applicants with developing a competitive application.

Questions can be directed to Shane Kleiner (shkleiner@pa.gov) or the Regional Watershed Manager.

Online Budget Spreadsheet Next Steps

We anticipate the online Budget Spreadsheet Application to be ready for districts to upload FY 23-24 Estimated (Budgeted) Staff salaries/benefits into the system sometime in June. Please have these numbers prepared so we can continue to move forward with this initiative. We are currently undergoing maintenance/updates to the system now that the initial data entry is complete and will contact districts when we are ready for next entry of data. Thank you to all CD managers and staff who have participated in live trainings to learn how to use the new system and provide feedback; your patience and suggestions have been greatly appreciated. Any questions or suggestions can be forwarded to Jaci Kerstetter at jackerstet@pa.gov

Clean Water Academy (CWA)

Here are links to some new and updated CWA content:

Course: [DEP Section 319 Nonpoint Source Management Grants - FY 2025 \(remote-learner.net\)](#)

This is a presentation on the federal Section 319 Nonpoint Source Management Grants Program for the federal fiscal year 2025. It provides a review of the 319 Grant application process and assists potential grant applicants with developing a competitive application.

Course: [DEP Growing Greener Plus Grants - 2024 \(remote-learner.net\)](#)

This is a presentation on DEP's Growing Greening Plus Grants Program for 2024. It provides a review of the Growing Greener Grant application process and assists potential grant applicants with developing a competitive application.

Course: [2024 PAG-02 Overview Webinar - April 2024 \(remote-learner.net\)](#)

Recorded Webinar from April 2024 highlighting changes to the PAG-02.

102 and 105 Attachment B on the Clean Water Academy

It is essential that Districts update 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 tile in CWA. 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 maintain and enable all the data systems. Updates can be entered here: [Course: Data Portal \(remote-learner.net\)](https://remote-learner.net/course/DataPortal)

Dates to Remember

SCC Meetings – 1:00 PM

In-Person Meeting – State CollegeJuly 18
Hybrid Meeting.....Sept. 10

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

Conference CallJune 11
Conference CallAug 20

PACD/SCC Joint Annual Conference.....July 17 & 18

The Penn Stater, State College, PA

Chapter 102 Small Group Training Series (Virtual)

Sediment Traps and Basins

- July 9, 2024: 9 AM - 12 PM
- September 24, 2024: 9 AM - 12 PM

Channels

- June 11, 2024: 9 AM - 12 PM
- August 27, 2024: 9 AM - 12 PM
- December 10, 2024: 9 AM - 12 PM

Fall Virtual Basic Training

Two days: November 13-14, 2024: 9 AM – 12 PM both days

To register, log into Clean Water Academy and visit:

<https://pacleanwateracademy.remote-learner.net/course/view.php?id=922>

Also, check the Conservation District Training/Special Events Calendar at, www.PACD.org. Select the "Events" tab and then the "Training Calendar" tab.

Item III.2
Lancaster County Conservation District
Balance Sheet
As of June 4, 2024

ASSETS

Current Assets

Checking/Savings

Dst Accts

District General Fund

1001 · General Fund INVEST 595,605.39
1015 · General Fund Citizens 161,694.21

Total District General Fund 757,299.60

Raymond James/Fulton Advisors

Investment Unrealized Gain/Loss 39,998.79
Raymond James/Fulton Advisors - Other 750,000.00

Total Raymond James/Fulton Advisors 789,998.79

E & S

1002 · E & S - A 711,352.43
1005 · Clean Water - R 343,846.31

Total E & S 1,055,198.74

1003 · Youth Conservation School - C 1,023.31

1006 · Separation - A 37,995.66

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 62,013.71
1007 · Reserve - Other 254,368.14

Total 1007 · Reserve 514,519.31

1008 · Scholarship - C

Bond Unrealized Gain/Loss - C -3,320.32
Scholarship Bonds - C 35,000.00
1008 · Scholarship - C - Other 4,133.42

Total 1008 · Scholarship - C 35,813.10

1009 · Dirt & Gravel Roads - R 170,751.14

1013 - Exelon - R 849,153.18

1014 - Low Volume Roads - R 234,250.99

1115 · Conservation Excellence - R 968,705.30

1116 · CBAIP Phase II - R 51.53

1117 · Chesapeake Bay Action Plan - R 492,361.92

1118 · American Rescue Plan Act 1,823,601.08

1119 · Agriculture Conservation Assist 4,467,273.42

1120 · CAP 2024 1,019,507.48

1017 · Self-Funded Health Insurance -R 89,772.79

TOTAL ASSETS

13,307,277.34

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2200 · YCS Liability 26,023.31
2016 · Health Insurance Liability 89,772.79

\$591,523.06	General Operations - U
\$65,799.10	Grants without bank account - R
\$57,852.24	Activities Account - A
\$42,125.20	Tree Fundraiser Account - U
\$757,299.60	TOTAL

Fulton Advisors		Fulton + INVEST
Funds Invested		Balance
5/2/2022		6/4/2024
350,000		1,061,352.43
		<u>343,846.31</u>
		1,405,198.74
25,000		26,023.31
25,000		62,995.66
25,000		26,317.7
50,000		59,127.2
25,000		25,113.4
100,000		162,863.97
125,000		379,368.1
25,000		60,813.10
750,000	Initial Investment	
789,999	Current value	
5.3%	ITD Gain/Loss	

\$1,642,351.50	A - Assigned Funds
\$86,836.41	C - Committed Funds
\$10,525,074.24	R - Restricted Funds
\$1,053,015.19	U - Unassigned Funds
\$13,307,277.34	TOTAL

Lancaster County Conservation District

Balance Sheet

As of June 4, 2024

Total Other Current Liabilities	115,796.10
Total Current Liabilities	<u>115,796.10</u>
Total Liabilities	<u>115,796.10</u>
Equity	
3000 · Opening Bal Equity	893,610.68
3900 · Retained Earnings	12,039,140.88
Net Income	258,729.68
Total Equity	<u>13,191,481.24</u>
TOTAL LIABILITIES & EQUITY	<u>13,307,277.34</u>

Lancaster County Conservation District
Income and Expenses
January 1 through June 4, 2024

	General Operations	E&S	Activities & Tree Sale	Grants	Scholarship	Separation/ Reserve	Jan 1 - Jun 4, 24	Budget	\$ Over Budget
Income									
520 · County Funding	122,916.69						122,916.69	126,194.48	-3,277.79
530 · Program Contracts	990,580.24	29,724.74					1,020,304.98	1,004,077.50	16,227.48
560 · Grant Administration	150,428.15			2,959.37			153,387.52	634,977.50	-481,589.98
570 · Grant Project Income				3,360,769.64			3,360,769.64	4,500,000.00	-1,139,230.36
580 · Fee / Reimbursement Income	3,734.00		4,650.00				8,384.00	2,352.76	6,031.24
581 · E&S102 Review Fees		364,100.00					364,100.00	273,777.76	90,322.24
582 · NPDES Permit Fees		60,000.00					60,000.00	36,361.09	23,638.91
590 · Interest Income	14,901.95	24,828.32		258,162.28	862.40	14,332.61	313,087.56	13,261.09	299,826.47
540 · Activity Income			9,455.00		4,375.00		13,830.00	10,000.00	3,830.00
585 · Tree Sales Income			39,628.66				39,628.66	44,500.00	-4,871.34
595 · Other Income	500.00	366.00	250.00	833.48	250.00	16,502.31	18,701.79	0.00	18,701.79
599R · Interfund Transfer In						4,192.91	4,192.91	0.00	4,192.91
Total Income	1,283,061.03	479,019.06	53,983.66	3,622,724.77	5,487.40	35,027.83	5,479,303.75	6,645,502.18	-1,166,198.43
Gross Profit							5,479,303.75	6,645,502.18	-1,166,198.43
Expense									
7100 · Staff Salary	833,892.58	243,509.25		129,634.16			1,207,035.99	1,282,248.45	-75,212.46
710 · All Emp Benefits	225,410.00	58,305.09	1,783.29	26,783.33			312,281.71	394,308.43	-82,026.72
720 · Vehicle & Travel Expenses	9,551.10	1,396.14		4,564.92			15,512.16	36,788.96	-21,276.80
722 · Meeting Expenses	2,093.18	806.67	278.21	903.83			4,081.89	10,694.53	-6,612.64
730 · Supplies	4,109.55	139.76	402.03	22.60			4,673.94	6,737.55	-2,063.61
735 · IT - Communication	10,423.06	988.75		80.00			11,491.81	13,902.86	-2,411.05
740 · Postage	1,011.88	907.24	131.43	80.83			2,131.38	2,994.48	-863.10
745 · Office Rent	40,725.46	10,995.44		2,586.06			54,306.96	47,856.42	6,450.54
750 · Equipment	9,135.24	11,245.91					20,381.15	14,886.72	5,494.43
830 - Administrative	30,093.99	35.00	5,414.99	1,201.48			36,745.46	2,737.76	34,007.70
810 · Activity Expenses			38,737.65		4,000.00		42,737.65	50,000.00	-7,262.35
820 · Grant Project Expenses	275.00			3,504,734.86			3,505,009.86	4,500,000.00	-994,990.14
805 · Allocated Cost Transfer	(8,234.32)	6,713.60		1,520.72			0.00	52,581.83	-52,581.83
890 · Miscellaneous Expenses	341.20			(350.00)			-8.80	0.00	-8.80
899E · Interfund Transfer Out	4,192.91						4,192.91	0.00	4,192.91
Total Expense	1,163,020.83	335,042.85	46,747.60	3,671,762.79	4,000.00	0.00	5,220,574.07	6,415,737.99	-1,195,163.92
Net Income	120,040.20	143,976.21	7,236.06	-49,038.02	1,487.40	35,027.83	258,729.68	229,764.19	28,965.49

Item III.4

In May District staff (Gregory & Goldsmith) interviewed two college students that had applied for the fall internship position with the Conservation District. Staff felt these two applicants had exemplary skills suited for the internship position. From these two applicants, one rose to the top during the interview process and we would like to offer the fall internship position to this individual.

Jessica Perfit is a senior at Franklin & Marshall University. Jessica, who is from Long Island, NY, is majoring in Environmental Studies and Dance in school. She has worked with multiple partners in the Chesapeake Bay Watershed including the Chesapeake Bay Foundation (CBF) and Octoraro Native Nursery. Specifically, she surveyed conservation districts regarding ACAP (Agriculture Conservation Assistance Program) while at CBF and researched livestock exclusion laws. This summer, she is attending the University Centre of the Westfjords in Iceland as a study abroad experience, conducting independent research on public perception of wilderness. From these experiences, Jessica is very knowledgeable of the Chesapeake Bay restoration as well as broader conservation efforts, and will be a great asset to the team.

If approved for hire, Jessica will start her internship position with the Conservation District on September 16th, pending her Fall 2024 college schedule, and will work through December 6th.

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

Submitted by Amanda Goldsmith & Sallie Gregory

*Action Requested

Item III.10

2024 Spring PACD Region Meetings Summary

Following is a summary of the actions taken by the membership during the 2024 Spring PACD Region Meetings. PACD Executive Council will vote on these items on July 17, 2024.

1. Discussion on PACD Requesting a \$500 Donation from Conservation Districts

All six regions voted to support this motion from the PACD Ways and Means Committee. Please note this motion is only to encourage discussion of a voluntary \$500.00 donation from each district, not to mandate a donation. Each district can decide if they would like to donate.

The PACD Ways and Means Committee moved to recommend discussion for the potential of requesting a \$500 donation from the conservation districts to PACD as a short-term solution to the financial shortfalls currently existing.

2. Increase to Growing Greener Plus Grants Program Administrative Expense Limitation

The 5% ceiling on administration expenses for Growing Greener grants, which seemed feasible at the time it was passed, currently does little to cover the actual administrative costs of implementing a Growing Greener grant. Reporting requirements have become increasingly time-consuming, costs have increased significantly, and restrictions on other funding sources have increased. PACD, conservation districts, and other organizations that rely on grant funding are struggling to cover administrative and overhead costs. All six regions voted to support this policy from the PACD Legislative Committee.

The Growing Green Plus Grants Program offered by the PA Department of Environmental Protection (DEP) funds projects aimed at reducing nonpoint source water pollution through local, watershed-based planning, restoration, and protection efforts. PACD supports legislation to increase the administrative expense limitation for the Growing Greener program to a minimum of 10% to better cover administrative expenses.

3. Policy on Mandatory Riparian Buffers

This policy is proposed in response to HB 1275, which would prohibit land development in riparian buffer areas within 100+ feet of certain waterways in order to mitigate flooding issues and water pollution. The proposed legislation includes an exemption for agriculture. Four regions supported this policy from the PACD Legislative Committee. The north east region voted to oppose the policy, and the north central chose not to consider it.

PACD recognizes the significant environmental benefit of riparian buffers along surface bodies of water. PACD supports education and incentives for voluntary installation of riparian buffers as opposed to legislation allowing administrative agencies of the Commonwealth and municipalities to require buffers along any body of water more restrictive than current law and regulation.

Item IV.3

E&S Report

2024 Report for May

2024 Report

		May 2024	Total
Fees Collected	Total Plan Submissions	34	160
	Total Plan Acres	699.38	5072.88
	Total Disturbed Acres	194.65	1562.09
	NPDES Permit Fees Collected	\$10,000	\$60,000
	DEP Fees Collected	\$8,900	\$64,200
	E&S Plan Review Fees	\$52,750	\$364,100

<u>Total Complaints</u>	
<u>Date Received</u>	<u>Municipality</u>
5/7/2024	PROVIDENCE TWP
5/7/2024	WEST HEMPFIELD TWP
5/10/2024	CAERNARVON TWP

2023 Report for May

2023 Report

		May 2023	Total
Fees Collected	Total Plan Submissions	28	153
	Total Plan Acres	461.53	4317.39
	Total Disturbed Acres	195.77	1407.31
	NPDES Permit Fees Collected	\$6,000	\$40,700
	DEP Fees Collected	\$4,900	\$66,800
	E&S Plan Review Fees	\$65,450	\$330,800

<u>Total Complaints</u>	
<u>Date Received</u>	<u>Municipality</u>
5/4/2023	WEST LAMPETER TWP
5/4/2023	EARL TWP
5/3/2023	ADAMSTOWN BORO
5/8/2023	EPHRATA TWP
5/22/2023	MANHEIM TWP
5/23/2023	MANOR TWP
5/25/2023	EAST DRUMORE TWP

Erosion and Sedimentation Plan Submission

5/1/2024 to 5/31/2024

<u>Project Name</u>	<u>Municipality</u>	<u>Disturbed Acres</u>	<u>Fees Amount</u>
PVC Cultural Center	PENN TWP	27.4	\$800
1515 Ridge Road	LANCASTER TWP	1.44	\$600
Stoneybrook Phases 1C, 4A-4B	WEST DONEGAL TWP	23.65	\$7,250
Benjamin Kauffman	SADSBURY TWP	2.202	\$800
LCCTC Final Subdivision Renewal	MOUNT JOY TWP	4.61	\$600
Overlook Park Pickleball Courts	MANHEIM TWP	2.65	\$800
500 Shultz Road	MANOR TWP	2.32	\$600
John J. Beiler	LEACOCK TWP	0.7	\$600
Jacob M. Riehl Jr.	LEACOCK TWP	4.32	\$850
Gordonville Book Store	LEACOCK TWP	1.39	\$1,300
Mary Ann Newswanger	ADAMSTOWN BORO	0.28	\$800
Emanuel Esh	LEACOCK TWP	0.7	\$800
222/30 LBC Fill Area	MANHEIM TWP	36.8	\$10,000
222/30 LBC Fill Area	MANHEIM TWP	36.8	\$500
Christ B. Stoltzfoos	STRASBURG TWP	0.703	\$600
Amos Zook	SADSBURY TWP	0.33	\$100
Blanks Holding LLC	COLERAIN TWP	2.67	\$1,900
Catherine Hershey School For Early Learning - Etown	WEST DONEGAL TWP	7	\$3,000
Kenworth of Pennsylvania	WEST HEMPFIELD TWP	3.5	\$2,200
Ambleside	EAST LAMPETER TWP	0.5	\$800
3321 Columbia Ave	EAST HEMPFIELD TWP	14.98	\$5,000
Risser's Poultry, Inc.	WARWICK TWP	0.94	\$800
UGI Radio Road Reinforcement Gas Main	ELIZABETHTOWN BORO	0.8	\$100
UGI Radio Road Reinforcement Gas Main	ELIZABETHTOWN BORO	0.8	\$700
Hearthside Furniture Building Addition	ELIZABETH TWP	3.32	\$1,900
301 Sarsen Drive Subdivision	MANHEIM TWP	0.9844	\$850
15 Woodhenge Circle Patio	MANHEIM TWP	0.213	\$600
Jason Weaver	BRECKNOCK TWP	1.62	\$850
BB Transport	BRECKNOCK TWP	0.975	\$800
Brian and Lucinda Crowe	MOUNT JOY TWP	0.51	\$800
True Gospel Baptist Church	EAST DRUMORE TWP	2.64	\$1,900
1815 Zeager Road Facility	WEST DONEGAL TWP	5.8	\$2,750
Procure Medical	MANHEIM TWP	0.55	\$600
Procure Medical	MANHEIM TWP	0.55	\$200

**Outstanding NPDES Projects
Received >3 Months Ago - 6/3/2024**

Date Received	Project	Permit #	Municipality	Status	Last Action
2/13/2023	Swartzville Road Subdivision	PAC360846	EAST COCALICO TWP	Inadequate	5/31/24
5/26/2023	283 Commerce Hub Major Mod	PAC360787 A-1	EAST HEMPFIELD TWP	Technical R	5/9/24
7/6/2023	Amos E. Stoltzfus	PAD360109	MARTIC TWP	Adequate DEP	3/28/24
8/23/2023	Willow Street Corner	PAC360895	WEST LAMPETER TWP	Inadequate	4/2/24
9/1/2023	Village of Olde Hickory Floodplain Restoration	PAD360113	MANHEIM TWP	Inadequate	5/29/24
9/1/2023	GSK Marietta	PAC360900	EAST DONEGAL TWP	Technical R	5/21/24
9/11/2023	Vintage Business Park Lots 16 & 17	PAC360311 A-5	PARADISE TWP	Technical R	4/19/24
10/6/2023	4070 Old Philadelphia Pike	PAC360905	LEACOCK TWP	Inadequate DEP	4/24/24
10/20/2023	2532 Marietta Avenue Subdivision	PAC360910	EAST HEMPFIELD TWP	Technical R	5/20/24
11/6/2023	Nissley Road Basin Project	PAC360912	EAST HEMPFIELD TWP	Technical R	5/24/24
11/7/2023	Sporting Valley Feed Mill Major Amendment	PAC360328 A-1	PENN TWP	Inadequate	5/31/24
11/14/2023	Springville Road - Stream Restoration	PAC360919	EAST EARL TWP	Inadequate	5/2/24
11/14/2023	Division Highway - Stream Restoration	PAC360915	EAST EARL TWP	Inadequate	5/2/24
11/22/2023	Esh Commercial - Esh Foods	PAC360778 A-1	SADSBURY TWP	Inadequate	5/22/24
12/7/2023	Cloverleaf Self Storage	PAC360921	MOUNT JOY TWP	Inadequate	5/20/24
12/12/2023	Noel Dorwart Park	PAC360924	EAST HEMPFIELD TWP	Technical R	5/24/24
12/18/2023	DS Machine	PAC360925	LEACOCK TWP	Technical R	5/10/24
12/18/2023	Lampeter Orchard	PAC360926	WEST LAMPETER TWP	Complete	5/15/24
12/20/2023	Amtrak Conestoga Substation	PAD360116	MANOR TWP	Complete	4/26/24
12/22/2023	Strube Tract Major Mod Renewal	PAC360391 A-1	WEST HEMPFIELD TWP	Complete	5/16/24
1/2/2024	Melvin Zook	PAC360929	LEACOCK TWP	Completeness R	5/3/24
1/2/2024	15 S. Kinzer Rd	PAC360930	PARADISE TWP	Complete	5/1/24
1/4/2024	Hartman Bridge Village	PAC360931	STRASBURG TWP	Complete	5/1/24
1/22/2024	Center Street Road Improvements	PAC360947	LEACOCK TWP	Complete	5/21/24
1/22/2024	Thane Martin Ag Opertation	PAD360118	EAST DRUMORE TWP	Inadequate	5/23/24
1/22/2024	M21 Capital Development	PA360002D	SADSBURY TWP	Inadequate	4/29/24
1/25/2024	1286 Reading Road	PAC360935	BRECKNOCK TWP	Complete	5/1/24
1/25/2024	Israel S. Kinsinger	PAD360119	COLERAIN TWP	Inadequate DEP	5/15/24
1/26/2024	Clark Associates	PAC360936	EAST LAMPETER TWP	Complete	5/7/24
1/29/2024	Venture Jets Hangar	PAC360279 A-8	MANHEIM TWP	Inadequate	5/21/24
2/5/2024	Bear Creek Estates	PAC360938	MOUNT JOY TWP	Technical R	5/20/24
2/6/2024	Sheetz Store #231 Rebuild at 698 West Main Street	PAC360939	EARL TWP	Inadequate	5/22/24
2/9/2024	Stephen G. and Barbara S. Stoltzfus	PAD360120	MARTIC TWP	Completeness R	5/31/24
2/14/2024	Legacy Crossing	PAC360943	MANOR TWP	Incomplete	4/26/24
2/15/2024	Zook Residence Major Mod	PAD360085 A-1	SADSBURY TWP	Adequate DEP	5/24/24
2/19/2024	198 Chiques Road - Prelim/Final LDP	PAC360944	EAST HEMPFIELD TWP	Completeness R	5/15/24
2/22/2024	WHEM-HUMM Rebuild Major Mod	PAD360110	ELIZABETHTOWN BORO	Inadequate DEP	4/8/24
2/23/2024	Emanuel G. Zook	PAC360945	SADSBURY TWP	Technical R	5/31/24
2/23/2024	2930 Old Tree Drive/ Land Development Plan	PAC360946	EAST HEMPFIELD TWP	Incomplete	5/1/24
Total	39				

KEY

Received	project received in office, queue for completeness review	Total Submissions Under Review	121
Incomplete	incompleteness letter sent	Issued NPDES Submissions	16
Completeness R	resubmission received, queue for completeness review	Penn Township Yard Waste Facility•Community Bible Church Parking Lot•Berks2-Ephr Transmission Line Rebuild•Stonehenge Estates - Tract 2•Matthew and Anita Smucker•Jonas King•Weaverland Valley Authority Renewal•500 Shultz Road•LEMSA•Overlook Park Minor Amendment•Esbenshade Turkey Farm•Frank Weaver Ag•Hoover Truck Repair•PVC Cultural Center Minor Amendment•500 Shultz Road Minor Amendment•Leonard Brubacher	
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
Technology Committee Report

The District's Technology Committee secured a small Campbell Foundation Grant for an outside firm (Nimbus Nonprofit Solutions) to conduct a Technology Strategic Plan/Audit. The Plan is now complete and the Tech committee is reviewing the plan and planning the next steps. Below is the Executive Summary of the Plan for the Board's information. A full copy of the plan will be available at the June Board mtg to review.

At the initiation and guidance of the LCCD Technology Committee, Nimbus Nonprofit Solutions (NNS) has been tasked to conduct research and provide analysis in support of developing a comprehensive Strategic Technology Plan for the Lancaster County Conservation District. The Plan is delivered in the form of Findings and Recommendations, Current and Future State analysis, a Technology Roadmap, and a series of technology Initiatives developed to guide future IT projects at LCCD. These project deliverables were based on extensive documentation provided by the Tech Committee, and on interviews with a cross-section of LCCD employees. This technology plan is less about the acquisition and deployment of placement of devices, the development of infrastructure, and access to peripherals but rather more about how LCCD staff are interacting with these systems and working together in new and deeper ways to impact outcomes and delivering operational effectiveness. While not ignoring the former, our emphasis is more clearly on the latter. This assumption served as an underlying principle for our vision for technology in the Lancaster County Conservation District.