



# LANCASTER COUNTY CONSERVATION DISTRICT MONTHLY BOARD MEETING AGENDA

Wednesday, August 7, 2024  
Lancaster Farm & Home Center  
Zoom Info: <https://zoom.us/j/91731607863>  
Business Meeting 7:30 pm

Timer

7:30	Invocation – Geoffrey Rohrer Call to Order, Acting Chair, Roger Rohrer Welcome & Introductions – Roger Rohrer Additions to the Agenda – Christopher Thompson Public Comment: Survey media/guests: Agenda items of interest – Roger Rohrer	
		<u>Page #</u>
7:40	I. <u>Agency Reports</u>	
	1. USDA, NRCS (attachment).....	1
	2. PA DEP Field Rep Report (attachment).....	3
7:45	II. <u>*Consent Agenda</u>	
	1. Meeting Minutes (attachment).....	7
	2. Technical Assistance Requests/Cancellations (attachment).....	12
	3. Nutrient Management Plan Approval (attachment).....	12
	4. Conservation Plans Acknowledgement (attachment).....	13
7:50	III. <u>Additional Business</u>	
	1. Items Removed from Consent Agenda	
	2. Treasurer’s Report – Hertz (day of packet) .....	-
	3. *Personnel Committee Report – Request to Hire – Thompson (attachment).....	13
	4. *Watershed ME/WE Project/Grant Approval – Goldsmith (attachment) .....	14
	5. *Conservation Foundation MOU Review and Renewal – Thompson (attachment) .....	14
	6. *Board Resignation – Wasco/Thompson (attachment) .....	16
	7. *Diamond Jubilee Committee Update – Thompson (attachment).....	16
8:30	IV. <u>Reports &amp; Information</u>	
	1. Correspondence, News, and Updates – Thompson .....	-
	2. E&S/NPDES Monthly Projects Report – Stern (attachment).....	17
	3. OLNI Report – Gregory (attachment) .....	20
	4. Youth Conservation School Update – Gregory/Wasco (attachment) .....	20
	5. PACD Executive Council Meeting Report – Wasco (attachment).....	21
	6. Watershed Committee Report – Goldsmith (attachment).....	22
	7. Tree Sale Report – Goldsmith (attachment) .....	23
	8. Strategic Goal 2023-2024 Marketing Work Group Report – Gregory (attachment) .....	25
	9. Summer Intern Activities Report – Lily Stehman (attachment) .....	26
9:15	V. <u>Additional Public Comment</u>	
9:20	VI. <u>Adjourn</u>	

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

Dates to Remember:

8/8, 3:30 pm, Cons. Foundation Mtg. @ F&H Center	8/20, Ag Progress Days
8/ , Personnel Committee Meeting	

NEXT MEETING DATE: Wednesday, September 4, 2024, 7:30 pm  
At the Lancaster County Farm & Home Center

**\*Action Required**



Activity Report to LCCD Board of Directors July 2024

Lancaster Field Office Personnel:

Heather Grove, Supervisory District Conservationist  
Mark Myers, Soil Conservationist  
Joel Alicea Hernandez, Soil Conservationist  
Christine Griesemer, Soil Conservationist  
Brett Ramer, Soil Conservationist  
Camila Martinez Sanchez, Soil Conservationist  
Morgan Brough, Soil Conservationist  
McKinley Morris, 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\*:

FY23 Total (#)	FY23 Total (Ac)	FY24 Mo. Total (#)	FY24 Mo. Total (Ac)	FY24 Total (#)	FY24 Total (Ac)
67	2,825.9	13	738.5	20	939.5

\*SEE "ACKNOWLEDGMENT OF CONSERVATION PLANS" REPORT

Conservation Practice Installation Activities\*:

Practice Code & Name	FY23 Total	FY24 Mo. Total	FY24 Total
313 – Waste Storage Facility (no)	6	1	13
362 – Diversion (ft)	-	-	1,877
367 – Roofs & Covers (no)	3	1	5
382 – Fence (ft)	10,868	1,160	20,446
412 – Grassed Waterway (ac)	7.2	0.08	8.41
516 – Livestock Pipeline (ft)	2,996	514	1,548
561 – Heavy Use Area Protection (sq ft)	8,001	6,418	17,308
575 – Trails & Walkways (ft)	637	1,562	2,235
578 – Stream Crossings (no)	3	1	4
600 – Terraces (ft)	9,890	-	3,759
614 – Watering Facility	11	3	7
620 – Underground Outlet (ft)	5,883	450	2,954
634 – Waste Transfer System (no)	11	1	8
327 – CREP Conservation Cover (ac)	44.95	-	6.91
391 – CREP Riparian Forest Buffer (ac)	26.21	-	38.5
390 – CREP Riparian Herbaceous Buffer (ac)	-	-	-

\*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:

Program	FY23 Total (#)	FY23 Total (\$)	FY24 Total (#)	FY24 Total (\$)
EQIP/AMA	19	\$1,614,731	6	\$773,907
EQIP IRA	1	\$24,928	28	\$1,882,991
CSP	2	\$32,317	2	\$42,023
CSP IRA	-	-	2	\$83,459
RCP	9	\$1,604,968	3	\$363,000
<b>TOTAL</b>	<b>30</b>	<b>\$3,252,016</b>	<b>32</b>	<b>\$2,238,939</b>

- Financial Assistance Payments:

Program	FY23 Total (\$)	FY24 Mo. Total (\$)	FY24 Total (\$)
ALL PROGRAMS	\$1,150,354.51	\$221,831.68	\$1,957,859.23

**Conservation Financial Assistance Program Details:**

- FY24 contract development is underway for all programs (EQIP, CSP, RCPP).

**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	-	1
GRP Monitoring - Onsite	1	0
WRP/WRE Monitoring - Offsite	6	6
WRP/WRE Monitoring - Onsite	5	5
FRPP/ALE Monitoring - Onsite	3	4

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

- Approved Plans:

	FY23 Total (#)	FY23 Total (Ac)	FY24 Total (#)	FY24 Total (Ac)
New	10	37.92	1	1.61
Re-enrollments	12	197.18	7	76.66

**Outreach Activities:**

- 7/5-6 – Horse Progress Days, Gordonville (Grove, Myers & Griesemer)
- 7/23 – Case New Holland Farmer Workshop for MD-VA Producers, New Holland (Hanner & Myers for Field Office)

**Notable Meetings & Trainings:**

- 7/2 – PA NRCS Quarterly Civil Rights Advisory Committee (CRAC) Meeting, Philadelphia (Sanchez)
- 7/10 – NRCS National Leadership Meeting - Plain Sect Farmer Panel, Philadelphia (Grove)
- 7/19 – Rodale Annual Organic Field Day, Kutztown (Brough, Morris & Sanchez)
- 7/30 – Capital RC&D Voight Family Farm Pasture Walk, Fredericksburg (Sanchez)

Respectfully Submitted,



Heather L. Grove  
District Conservationist

**Item I.2**  
**August 2024 DEP Conservation District**  
**Field Rep Talking Points**

**Larson Design Group - Technical Assistance Program Announcement**

LDG is accepting project assistance requests from County Conservation Districts to provide technical services for agricultural projects focusing on nutrient and sediment reduction. Please utilize the following information to prepare and complete the Technical Assistance Application.

- Agricultural project examples include but are not limited to stormwater management, agricultural infrastructure, stream restoration and stabilization, and wastewater projects.
- Examples of services that can be provided through the program include permitting, site survey, inventory and evaluation, project engineering and design, construction inspection, and project coordination.
- Technical Assistance funding is eligible for North and South Group County Conservation District projects located within the Chesapeake Bay Watershed.

**County Groups**

- North Group: Berks, Cameron, Clearfield, Columbia, Elk, Indiana, Jefferson, Lycoming, McKean, Montour, Northumberland, and Potter Counties.
- South Group: Bedford, Blair, Cambria, Centre, Clinton, Fulton, Huntingdon, Mifflin, Snyder, Somerset, and Union Counties.

**Application Dates**

- Opens on Monday July 29, 2024
- Closes on Friday August 16, 2024

**[Technical Assistance Program Application](#)**

For more information contact Tammy Piper ([tapiper@pa.gov](mailto:tapiper@pa.gov)) from DEP or Teah Gray ([tgray@larsondesigngroup.com](mailto:tgray@larsondesigngroup.com)) from Larson Design Group.

**2024 REAP Application Round**

REAP will began accepting applications for the FY 2024 program on August 1<sup>st</sup>. Requests for REAP Tax Credits are expected to exceed the annual funding allocation. It is recommended that farmers submit applications in the first week of August to have the best chance of funding this year. The new application packet is available on the [webpage](#) and has been emailed to all Districts. You may contact Joel Semke ([jsemke@pa.gov](mailto:jsemke@pa.gov)) or Nicole Bloom ([nbloom@pa.gov](mailto:nbloom@pa.gov)) if your district did not receive the application packet.

**AgriLink Program**

Commission staff is planning to hold a webinar training focused on the AgriLink program in August – exact date will be announced in the near future. AgriLink provides low-interest loans to farmers for water-quality BMP projects. The Commission is focused on reinvigorating the program due to the higher borrowing cost of recent years. You may contact Joel Semke at [jsemke@pa.gov](mailto:jsemke@pa.gov) or click [here](#) for more information.

**Chapter 102 Resource Account Correction**

The Bureau of Clean Water (BCW) recently sent out the July Chapter 102 Quarterly Newsletter. It has been brought to our attention that there was a discrepancy on the newsletter related to the Chapter 102 Resource Account emails, specifically, the Permit Forms resource account. DEP and Conservation District staff are to copy DEP Central Office with approved permit forms, such as NOIs and NOTs to the [RA-102PermitForms@pa.gov](mailto:RA-102PermitForms@pa.gov). We apologize for any confusion this may have caused. Please direct any additional questions to Luke Graver at [lugraver@pa.gov](mailto:lugraver@pa.gov).

## **PAG-02 Reissuance Notification for Existing Permittees**

A date has been established for the reissuance of the PAG-02 General Permit of August 31, 2024. This is when, barring unforeseen circumstances, notice of the final PAG-02 will be published in the *Pennsylvania Bulletin*. That will start the clock on existing permittees preparing and submitting PAG-02 renewal NOIs, which must be received by December 7, 2024.

During the week of August 26, we need for everyone to email or mail out notification letters to all existing PAG-02 permittees in your counties. The template letters have been uploaded to the 102 Resource Center (click on Templates, Fact Sheets and Checklists and then [Existing PAG-02 Permittee Letter Templates](#)). If you email letters, please save the template into PDF format and send it as an attachment. Additionally, if you have electronic systems that receive NOIs, please feel free to modify the part of the template that instructs permittees where to send their renewal NOI.

The available templates are as follows:

- Existing PAG-02 Permittee Letter – Special Protection Waters (Final – CCDs) – CCDs should email or mail this letter to any existing permittee with a project located in a watershed whose existing or designated use has been upgraded to special protection (HQ/EV) (including new EV wetlands) since original permit issuance. These permittees will need to submit an Individual NPDES Permit application by December 7. We do not expect you to evaluate every project at this point. This letter, which should be addressed to specific permittees, is for those situations where you know the existing or designated use has been upgraded and the permittee will need an Individual Permit. DEP's [existing use list](#) and [Chapter 93](#) can be checked if you're unsure (and PAFBC's [Wild Trout Waters \(Natural Reproduction\) list](#) for EV wetlands).
- Existing PAG-02 Permittee Letter (Final – CCDs) – This is the general letter that should be sent by CCDs to all existing permittees that do not receive the letter concerning Special Protection Waters. This letter is generic, i.e., you do not need to identify the permittee (unless you want to).

## **New Funding In the 2024 – 2025 Budget for State Conservation Commission Program**

The Commission has an additional \$35 million to allocate to Districts for ACAP projects for FY 2024 and for the foreseeable future, thanks to dedicated ACAP funding that was approved with the FY 2024 PA budget. The Commission is currently meeting with Districts, the ACAP workgroup, and program stakeholders to determine an allocation method for the new funds.

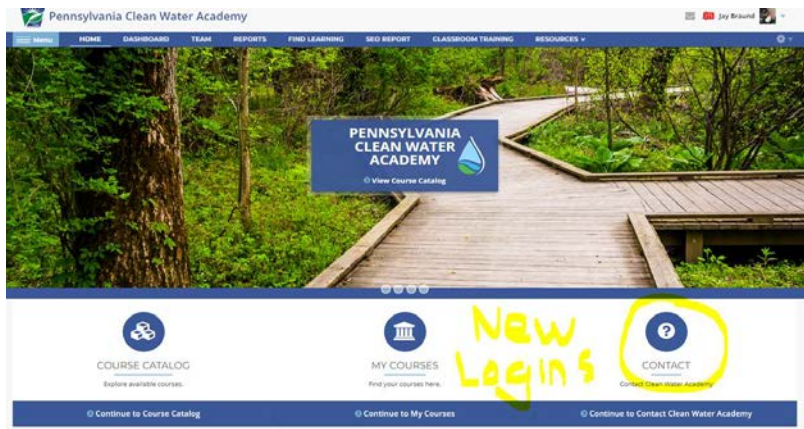
The Commission received \$10 million/yr funding for the Ag Innovation Grant program. These funds are intended to deploy innovative technologies/BMPs at the farm, processor, or service provider level. These investments will target energy, nutrients, and technology.

## **Clean Water Academy (CWA)**

The Qualified Visual Site Inspector Training Program is available to the regulated community. This Training Program is an option to meet the training requirements in the new 2024 PAG-02. A login is required to access the Training Program.

- [Program: Qualified Visual Site Inspector Training Program \(2024\) \(remote-learner.net\)](#)

**Requesting a CWA has now become easier!** On the CWA home page in the lower right corner, click on the “Contact” button, then press “REQUEST NEW ACCOUNT” (see photo below). There is a team that can process all requests.



### **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. For employees no longer working in the program, you should 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/view.php?id=1306)

### **Chesapeake Bay Program**

**Cap 1:1 County Calls:** Matt Williard, DEP Bureau of Clean Water, is planning on joining CAP 1:1 County Calls in August for counties that have a significant number of MS4 Permittees. Matt will discuss the MS4 Annual Reporting Period which ends soon. The goal is to encourage more permittees to enter BMPs into the eReporting system (this gets exported by the MS4 Program and passed along the Chesapeake Bay Program). The following counties are a focus in August: Cumberland, Dauphin, Lackawanna, Lancaster, Lebanon, Blair, Centre, Luzerne, York.

**July Webinar Wednesday** covered changes to the CAP Grant application process. John Dawes with The Commons described details to enter potential projects into FieldDoc for nutrient reduction estimation on the 2025 application and Todd Deroba presented on 2025 application updates. A focus is on the Project Summary Form:

- a. Emphasis on a unique project name to be used to track the project through its lifecycle.
- b. Clear instructions on how to identify whether a project falls into an MEB DC area.
- c. Emphasis on understanding project readiness.
- d. Inclusion of a reference picture for specific BMPs at a project site as opposed to BMPs that would apply to a large general area.

The link to the July webinar recording is here:

<https://pacleanwateracademy.remote-learner.net/course/view.php?id=1306>

**August 7th Webinar Wednesday** will review the Annual Progress Reporting and Two-Year Milestone Update Timeline for county partners. Only four Tier 2 counties are due to perform Two-Year Milestone Updates.

**Dates to Remember**

**SCC Meetings – 1:00 PM**

In-Person Meeting .....Sept 10  
Hybrid Meeting.....Nov 12

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

Conference Call.....Aug 20  
Conference Call.....Oct 8

**CDFAP Allocation Worksheet and Greenport Entry Webinars**

- August 6, 2024 at 9 AM
- August 13, 2024 at 1:30 PM

-Repeat information will be presented at the second webinar.  
-Teams meeting notices will be sent via the EP County Conservation District email list one week prior to each scheduled webinar.

**August 1** – FY 2024 REAP applications will be accepted. The deadline to submit FY2024 applications is September 1<sup>st</sup>.

**Management Summit**

Wyndham Garden, State College Sept. 18-19

**New Manager Training**

Wyndham Garden, State College Sept. 17 & 19 & Oct 23

**Act 38 Certification Trainings**

Nutrient Management Orientation training Aug 6  
ACA & Manure Storage workshop Aug 19-21  
Managing Manure Nutrients workshop Aug 27

**Chapter 102 Trainings (Virtual)**

Wetlands for 102 Aug. 13 9:00 AM – 10:00 AM  
What to expect with the 2024 PAG-02 and Renewal NOIs Aug. 20 1:00 PM – 3:00 PM  
Channels (small group training) Aug. 27 9:00 AM – 12:00 PM  
PAG-02 Permit Review SOP and Exceptions SOP Sept. 4 9:00 AM – 11:00 AM  
VSIR, SCM Form, New Owner Form, EP Analysis Sept. 11 9:00 AM – 11:00 AM  
Sediment Traps and Basins (small group training) Sept. 24 9:00 AM – 12:00 PM  
Channels (small group training) Dec. 10 9:00 AM – 12:00 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>

**Verbal Judo**

In-person – State College .....Tentative Oct 15 & 16

**Also,** check the Conservation District Training/Special Events Calendar at, [www.PACD.org](http://www.PACD.org). Select the "Events" tab and then the "Training Calendar" tab.

**Item II.1**  
**LANCASTER COUNTY CONSERVATION DISTRICT**  
**BOARD MEETING MINUTES**  
**July 3, 2024**

The 866<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 July 3, 2024, at 7:30 p.m.

**The following Directors were present:** Sonia Wasco, Chairwoman; Gordon Hoover, Herb Kreider, Deryk Shaw, Roger Rohrer, and Kent Weaver.

**The following Associate Directors were present:** Jay Snyder and Dan Zimmerman.

**The following District Staff were present:** Adam Stern, Chris Thompson, Stacey Hertz, Amanda Goldsmith, Sallie Gregory, and Kevin Lutz.

**The following Cooperating Agency representative was present:** Chaz 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.

**Introductions:** None.

**Additions to the Agenda:** None

Adam Stern reminded everyone that the meeting was being recorded.

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

Gordon Hoover motioned to table the non-action items and address business items only, Herb Kreider seconded the motion. The motion passed unanimously.

**I. Agency Reports**

Agency reports were included in the BOD packet, but no discussion was provided.

**1. PA DEP Field Rep Report**

**2. USDA, NRCS**

**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. Roger Rohrer seconded the motion. The motion passed unanimously.



The Consent Agenda includes the following approved items.

- #1 – Minutes of May 1, 2024 Board meeting.
- #2 – Technical Assistance Requests/Cancellations
- #3 – Nutrient Management Plan Approvals
- #4 – Conservation Plan Acknowledgement

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

APPLICANT ASSISTANCE	TITLE	TOWNSHIP	SIZE	
None				

**Item II.3  
Requests for Nutrient Management Plan Approval (Lutz)  
June 2024 Activity  
July 3, 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 #
Elmer Kauffman	West Cocalico	Layer	CAO	1.94	Heigel	2960
James & Melissa Landis	Little Britain	Broiler	CAO	210.08	Adams	338
Darvin Myer	Penn/Elizabeth	Steer, Pullet	VAO	0.57	Riebling	2305
Lawrence N. Shirk	Ephrata	Broiler	CAO	14.48	Heigel	1723
Benjamin Beiler	Colerain	Dairy	VAO	1.40	Johanson	1015
Terry Hershey	Paradise	Swine	CAFO/CAO	123.09	Brodbar	90
Crist Fisher	Strasburg	Layer	CAO	5.01	Brodbar	216
Jere Grube	East Hempfield	Swine/Sheep	CAO	2.20	Riebling	1132
Mitch Shellenberger	East Donegal	Beef/Swine	CAFO/CAO	7.30	Schvanis	314
Mike Martin	Clay	Duck	CAFO/CAO	12.18	Bosworth	465

**Item II.4**  
**Acknowledgment of Conservation Plans (Lutz)**  
**The Lancaster NRCS Field Office recommends the followings plans for the**  
**July 3, 2024 Board Meeting:**  
**NATURAL RESOURCES CONSERVATION SERVICE**

<b>Conservation Plans</b>	<b>Number of Plans</b>	<b>Planner</b>	<b>Township</b>
Clarence E. Fittery	1	Brett Ramer	West Cocalico

**LCCD AG EROSION & SEDIMENTATION PLANS**

<b>Conservation Plans</b>	<b>Number of Plans</b>	<b>Planner</b>	<b>Township</b>
Joseph King	1	Samantha Adams	Fulton

**III. Additional Business**

**1. Items removed from Agenda**

None removed.

**2. Treasurer’s Report**

Stacey Hertz gave a brief review of the treasurers report and offered to answer questions. There were no questions.

**3. Ag Committee Meeting Report – Three Items were presented.**

- Kevin Lutz reported on the 2024-2025 Chesapeake Bay Program Technician & Engineer Funding Agreements After much discussion about the sustainability of the program, the BOD approved submitting a CBP Agreement for the full year, but with the caveat that we internally evaluate at the 3 and 6 month time-frame two specific issues:

1). Can we adequately staff the program? – With senior staff’s pending retirement and our continued struggle to find staff to perform compliance inspections is there another way to achieve our conservation goals in the county?

2). Is the program being adequately supported by DEP? - Specifically, the announcement of a state-wide limit of 10 referrals has the Committee concerned. The Directors voted to include the review periods to make sure we continue to evaluate the benefits of our participation in the CB program. We do not view dropping the CB program as a value-added action, but we do not want to participate in a program that is not adequately supported as it would undermine our staff’s credibility and authority in the field.

Gordon Hoover moved to approve the Engineer & Technician contracts for 12 months seconded by Derek Shaw. Sonia faced some technical difficulties, so Vice Chair Roger Rohrer called for the vote. The motion passed unanimously.

- Secondly, Kevin reported on the Technical Assistance policy, as was discussed at the last meeting for the 30-day review. Roger Rohrer motioned to approve as presented, seconded by Gordon Hoover. The motion passed unanimously.
- Lastly, Kevin reported on the Act 38 program compliance for Samuel K. Stoltzfus dairy operation. Per Kevin’s discussions with Mr. Stoltzfus and the planner Bill Rogers, Kevin requested a referral extension to August 1, 2024, or he can be sent now to the State Conservation

Commission (SCC). Herb Kreider requested clarification on what the SCC would do. After discussion, Gordon Hoover motioned to give him 30 30-day extension before referring to the SCC, seconded by Herb Kreider. The motion passed unanimously.

#### **4. Watershed Specialist Agreement**

Amanda Goldsmith reported on the renewal of the Watershed Specialist Contract and reported that there were no changes in the scope of work from previous years. Roger Rohrer motioned to approve the application as presented, seconded by Herb Kreider. The motion passed unanimously.

#### **5. Clean Water Project Funding Proposal**

Amanda Goldsmith reported on how this \$9000 grant proposed will help support the Water Quality Volunteer Coalition (WQVC). Roger Rohrer motioned to approve the request as presented, seconded by Deryk Shaw. Roger asked if there were grants that could give more money. Sonia asked for the vote, the motion passed unanimously.

#### **6. PACD Executive Council Action Items**

A summary of the three action items to be considered by the PACD Executive Council meeting on July 17, 2024, was reviewed. The board reaffirmed their June 5<sup>th</sup> votes to support the PACD Ways and Means Committee's request for a voluntary Donation of \$500 from each Conservation District to help close a budget shortfall in 2024. They also reaffirmed their support for the Legislative Committee's proposal to request an increase to the Growing Greener Grants Program Administrative Expense Limitation from the 5% cap to a minimum of 10% in all future awards.

The Board then discussed the Legislative Committee's proposed Policy Statement in response to HB 1275 which allows state agencies and municipalities to mandate installing riparian buffers. After several discussions, pro and con, regarding the requirement of installing buffers, Gordon Hoover made the motion to support PACD's policy statement as written below. Roger Rohrer seconded and the motion carried.

*The policy statement reads: 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, but is 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.*

### **IV. Reports/Information**

#### **1. Correspondence, News and Updates**

Legislator Letter requesting support for conservation in the State Budget.

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

Due to the vote at the beginning of the meeting, no report was verbally given.

#### **3. Youth Conservation School Update**

Sallie Gregory extended an invitation to directors to the sponsor night dinner (7/21).


### **V. Additional Public Comment:**

No additional comments.

### **VI. Meeting Adjourned**

Sonia Wasco adjourned the meeting at 8:13 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Morgan Regan".

Morgan Regan

E&S Administrative Support Specialist

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

<b>APPLICANT</b>	<b>TITLE</b>	<b>TOWNSHIP</b>	<b>SIZE</b>	<b>ASSISTANCE</b>
None				

**Item II.3  
Requests for Nutrient Management Plan Approval (Lutz)  
July 2024 Activity  
August 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:

<b>OWNER</b>	<b>TOWNSHIP</b>	<b>OPERATION</b>	<b>DESIGNATION</b>	<b>AEU's /ACRE</b>	<b>REVIEWER</b>	<b>PLAN #</b>
Joseph Nolt	East Cocalico	Broiler	CAO	21.10	Heigel	466
Chester Zimmerman	West Cocalico	Broiler	CAO	62.19	Heigel	303
Jacob Kauffman	Drumore	Dairy	CAO	2.46	Pullen	395
Jonathan & Anna Jane Brubaker	Brecknock	Turkey	CAO	285.74	Heigel	1966
Jay Kopp	Mount Joy	Swine	CAO	280.21	Schavnis	295
Aaron & Samuel Fisher	Upper Leacock	Layer	CAO	19.16	Brodbar	2189
Kevin Frey	West Donegal	Layer	CAO	88.85	Schavnis	473
Doug Metzler - ENJ Farms	Martic	Layer	CAO	8.30	Adams	166
Jacob Blank	Salisbury	Beef	CAO	4.83	Brodbar	2981
Mark Leid	Earl	Broiler	CAO	8.53	Bosworth	468
Jarred Vanderplate	Rapho	Layer	CAO	8.67	Bosworth	483
Paul H. Burkholder	Earl	Swine/Steer	CAO	2.50	Brodbar	43
Ivan N. Stauffer	East Earl	Dairy	CAO	4.17	Reuter	476
Lamar Gockley	Brecknock	Dairy	VAO	1.15	A. Reiter	28
John Wanner	Salisbury	Dairy	CAFO/CAO	2.12	Brodbar	24
Aaron Zook	Eden	Dairy	CAO	2.45	Reuter	1045

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

<b>Conservation Plans</b>	<b>Number of Plans</b>	<b>Planner</b>	<b>Township</b>
Jason R. Fleager	1	Brett Ramer	Manor
Hershey Springs Farm LLC	7	Mark Myers	East Donegal
Benuel S. King	2	Mark Myers	Paradise
Reuben B. Esh	2	Heather Grove	Leacock
Alvin S. Beiler	1	Brett Ramer	Strasburg

**LCCD AG EROSION & SEDIMENTATION PLANS**

<b>Conservation Plans</b>	<b>Number of Plans</b>	<b>Planner</b>	<b>Township</b>
Jordan B. Weaver	3	Kevin Seibert	West Earl
Abner G. Kauffman	2	Kevin Seibert	Upper Leacock

**Item III.3**  
**The Personnel Committee Report**  
**Request to Hire**

Staff have worked with our HR consultant to fill the open E&S Resource Conservationist position. Chelsea McKenzie was one of 5 candidates selected for an interview with the hiring team. Chelsea holds a Bachelor’s Degree in Geology and a Master’s Degree in Emergency Management & Natural Hazards from Millersville University. She brings previous professional experience from the private sector in geotechnical consulting and land development administration. The hiring team selected Chelsea as their top candidate as they were impressed with her resume, interview performance, and character. Chelsea has agreed to accept the position upon full Board approval. If approved, staff propose a start date of August 26, 2024.

**\*Action Required**

**Item III.4  
NFWF Grant Approval**

The Watershed Department applied and was awarded a grant for the Clean Water Partner's NFWF program, "MEB Weaving the Threads of Funding and Agriculture in Lancaster" for the Fisher Farm. The total grant is \$37,000 to cover technical assistance and installation of a riparian buffer, streambank fencing, and stream crossing. The Exelon (now Constellation Energy) Habitat Improvement Program and the Keystone Protein Mitigation funding will cover the remaining project costs (\$171,250.00) including in-stream habitat and bank stabilization structures on Eshelman Run. This grant is a great opportunity to use multiple funding sources to complete a stream restoration project and connect to a downstream project on Eshelman Run. Total project metrics include 1600' stream enhancement, a 2.5-acre riparian buffer, 1 stream crossing, and 2800' of streambank fencing. Board action is required to accept the grant award and proceed with the final grant paperwork.

**\*Action Required**

**Item III.5  
MOU Renewal Between the  
Lancaster Conservation District and the Conservation Foundation of Lancaster  
County**

The 2021 MEMORANDUM of UNDERSTANDING between the Lancaster County Conservation District, and the Conservation Foundation of Lancaster County has been revised to reflect current operating expectations. The MOU reestablishes the unique roles each organization plays fundraising and staff to accomplish the shared mission of protecting and conserving Lancaster County's natural resources. The main change from the previous version is that the District and Foundation may now use the same financial institutions for their bank needs. They will continue to maintain transparency and individual identities by using separate QuickBooks recordkeeping for each account and each entity will identify two officers to review payments and co-sign each check for payments. Additionally, each organization will continue to complete independent financial audits annually.

The MOU has been reviewed and approved by CFLC at their last meeting and is presented for LCCD approval. (See attached)

**\*Action Required.**

MEMORANDUM of UNDERSTANDING  
between  
Lancaster County Conservation District  
and  
Conservation Foundation of Lancaster County  
co-located at  
1383 Arcadia Road, Room 200  
Lancaster PA 17601

The Lancaster County Conservation District (District) shares a mission and vision with the Conservation Foundation of Lancaster County (Foundation) for the protection and good stewardship of the County’s natural resources. Therefore, this MEMORANDUM of UNDERSTANDING (MOU) will establish the relationship between the District and the Foundation to define and illustrate both the operational procedures between the two organizations.

Whereas, the Foundation was created as the fundraising arm of the Conservation District and has secured the 501c3 status with the IRS making it eligible to do fundraising and apply for and accept, grants from local, state and federal sources to financially ensure and support the conservation of Lancaster County’s natural resources; and

Whereas, the Foundation does not have employees of their own to implement the conservation mission, but is able to contract with conservation partners to complete that work; and

Whereas, the Conservation District is a recognized leader and maintains trained and experienced staff to administer the delegated responsibilities for Lancaster County’s natural resource conservation efforts, but has limited sources of undesignated revenue to fund its work.

Therefore, it is mutually agreed that the Foundation’s primary purpose will be to secure funding to support the conservation mission of the District, including, but not limited to securing funding options for District staff; and the District will contract with the Foundation to provide staff to serve in an administrative and technical capacity to accomplish their shared mission and vision.

Whereas, the Foundation and the District have a shared missions and common employees completing the work of both organizations, it is mutually important to maintain transparency and individual identities.

Therefore, it is agreed that the District and the Foundation will utilize separate governing boards with mutual representation as described in the founding documents. Additionally, the District and Foundation may establish banking accounts at the same financial institutions, but will maintain separate QuickBooks recordkeeping for each account and each entity. Each organization will identify two officers to review payments and co-sign each check for payment. and each organization will complete independent financial audits annually.

This MOU may be terminated by either party with a 60 days notice (in writing) to the other party. Additionally, this MOU will terminate automatically if either entity ceases to function.

The effective date of this MOU is \_\_\_\_\_.

\_\_\_\_\_  
District Chairman

\_\_\_\_\_  
Foundation President

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

July 2024



### **Item III.6 Director Resignation**

Earlier this month, Director Dale Herr submitted a letter of resignation from the LCCD Board. Dale said he still supports the good work the District is doing and regretted that he had to make this decision, but his recent appointment to the Bart Township Board of Supervisors Township has filled his schedule with many responsibilities and little time to attend our monthly meetings. If the Board would allow, Dale asked to be appointed to one of our open Associate positions with the hope that next year he can get the township meeting dates changed so that he can come back to attend our monthly meetings.

The search has started for a candidate to fill Dale's unexpired term which ends on December 2025. The process for filling an open seat is a little easier, but to maintain the prescribed Farmer-Public Director balance on our Board we are looking for "farmer" candidates and none of the current "farmer" associates are able to serve. A short list of candidates is being vetted, but we would welcome any additional suggestions. We expect to present a candidate at the September or October BOD meeting.

**\*Action Required**

### **Item III.7 LCCD 75<sup>th</sup> Diamond Jubilee Committee Update**

Planning for the 2025 District's 75th-year celebration has begun. The committee, made up of district staff and directors, has been meeting to determine some of the preliminary details for this celebration. More details will be shared with the Board at a future meeting.

After visiting several venues and reviewing a variety of dates, the committee is recommending that we hold our 75<sup>th</sup> Gala Celebration at Moonstone Manor in Elizabethtown PA. [info@moonstonemanor.com](mailto:info@moonstonemanor.com). The proposed time and date of the event is 6:00 to 9:00 PM, Thursday, September 25, 2025. The discounted cost for use of the facility is \$4,990.00. A non-refundable 50% payment for the lease of the facilities is required to guarantee the reservation. The remaining 50% is due six (6) months prior to the date of the event. All payments are non-refundable.

**\*Action Required**

# E&S Report

## 2024 Report for July

### 2024 Report

		July 2024	Total
		38	213
Total Plan Submissions		713.62	5956.49
Total Plan Acres		161.35	1763.38
Total Disturbed Acres		\$9,500	\$78,500
Fees Collected	NPDES Permit Fees Collected	\$6,400	\$72,700
	DEP Fees Collected	\$49,050	\$434,000
	E&S Plan Review Fees		

<u>Total Complaints</u>	
<u>Date Received</u>	<u>Municipality</u>
7/12/2024	BRECKNOCK TWP
7/16/2024	WEST HEMPFIELD TWP
7/19/2024	WARWICK TWP
7/25/2024	PROVIDENCE TWP

## 2023 Report for July

### 2023 Report

		July 2023	Total
		31	212
Total Plan Submissions		791.78	5626.11
Total Plan Acres		310.84	1890.55
Total Disturbed Acres		\$9,500	\$56,700
Fees Collected	NPDES Permit Fees Collected	\$6,200	\$79,700
	DEP Fees Collected	\$40,900	\$409,850
	E&S Plan Review Fees		

<u>Total Complaints</u>	
<u>Date Received</u>	<u>Municipality</u>
7/10/2023	WEST HEMPFIELD TWP
7/10/2023	EAST HEMPFIELD TWP
7/11/2023	MANHEIM TWP
7/12/2023	MANHEIM TWP
7/21/2023	MOUNT JOY TWP
7/25/2023	PENN TWP
7/25/2023	MANHEIM BORO
7/26/2023	EAST DRUMORE TWP
7/28/2023	WEST HEMPFIELD TWP

**Erosion and Sedimentation Plan Submission**

**7/1/2024 to 7/31/2024**

<b><u>Project Name</u></b>	<b><u>Municipality</u></b>	<b><u>Disturbed Acres</u></b>	<b><u>Fees Amount</u></b>
McCaskey High School Campus, Maintenance Shed	MANHEIM TWP	0.44	\$800
Middle Creek - Duck Trap	CLAY TWP	4.9	\$2,500
Middle Creek - Stop 1 Restoration	CLAY TWP	4.5	\$2,500
Mervin Esh Subdivision	UPPER LEACOCK TWP	1.66	\$850
Precise Buildings, LLC	STRASBURG TWP	3.68	\$2,200
251 Reamstown Road Subdivision	EAST COCALICO TWP	0.8914	\$800
Barn Addition	SALISBURY TWP	0.3	\$800
Quarryville Connector to the Enola Low Grade Trail	QUARRYVILLE BORO	0.51	\$1,500
The Villas at Twin Maples	UPPER LEACOCK TWP	6.87	\$3,000
Blackhorse Warehouse	EAST COCALICO TWP	29	\$1,600
White Horse Fire Company	SALISBURY TWP	2.1	\$1,600
Jeff Sensenig Dairy Barn & Waste Storage Tank	LITTLE BRITAIN TWP	9.75	\$3,750
Dylan Mellinger SWM Plan	MANHEIM TWP	0.2	\$600
Sam's Auto	WEST EARL TWP	0.18	\$800
Ed Kilheffer	CONESTOGA TWP	0.42	\$100
Crownstone Lancaster	WEST EARL TWP	0.9	\$800
Lezzer Lumber	EAST HEMPFIELD TWP	0.36	\$800
328 South 7th Street	WEST EARL TWP	1.94	\$1,600
Riehl Construction	EARL TWP	0.92	\$800
654 Reinholds Road	EAST COCALICO TWP	0.91	\$600
David Smucker Land Development Plan	EARL TWP	9.47	\$3,500
Jacob Jr. & Sadie Ann Zook	LEACOCK TWP	3.87	\$850
2747 Valley View Road	CAERNARVON TWP	0.99	\$800
1431 Hunsicker Road	MANHEIM TWP	0.25	\$600
SWM Plan for Jonas King	LITTLE BRITAIN TWP	0.64	\$600
Peifer Poultry Op	COLERAIN TWP	9.22	\$800
Front Street Water Main & Meter Vault Project	LITITZ BORO	0.6	\$100
Black Rd/ Little Britain Rd. N. Intersection Pa HOP Project	LITTLE BRITAIN TWP	0.91	\$800
Millersville Apartments	LANCASTER TWP	5.1	\$2,500
Scott and Jennifer Althouse	CLAY TWP	0.86	\$500
Scott and Jennifer Althouse	CLAY TWP	0.86	\$100
Sheetz - Oakview Drive	EAST LAMPETER TWP	4.85	\$2,500
Dairy Queen Grill & Chill	MT JOY BORO	0.83	\$800
Jarid Tshudy SWM Plan	LITTLE BRITAIN TWP	0.65	\$600
Aaron G. Zook	PARADISE TWP	0.97	\$600
Garden Spot Village Parking Lot 9 Expansion	EARL TWP	0.97	\$800
Fairmount Homes - Orchard Terrace	WEST EARL TWP	3.88	\$4,600
283 Commerce Hub - Transfer	EAST HEMPFIELD TWP	46	No Fee

**Outstanding NPDES Projects  
Received >3 Months Ago - 7/31/24**

Date Received	Project	Permit #	Municipality	Status	Last Action
8/23/2023	Willow Street Corner	PAC360895	WEST LAMPETER TWP	Inadequate	6/3/24
9/1/2023	Village of Olde Hickory Floodplain Restoration	PAD360113	MANHEIM TWP	Adequate DEP	7/8/24
10/6/2023	4070 Old Philadelphia Pike	PAC360905	LEACOCK TWP	Technical R	7/16/24
11/7/2023	Sporting Valley Feed Mill Major Amendment	PAC360328 A-1	PENN TWP	Technical R	7/22/24
11/22/2023	Esh Commercial - Esh Foods	PAC360778 A-1	SADSBURY TWP	Technical R	6/21/24
12/7/2023	Cloverleaf Self Storage	PAC360921	MOUNT JOY TWP	Technical R	6/20/24
12/18/2023	Lampeter Orchard	PAC360926	WEST LAMPETER TWP	Inadequate	7/22/24
12/20/2023	Amtrak Conestoga Substation	PAD360116	MANOR TWP	Inadequate	7/9/24
12/22/2023	Strube Tract Major Mod Renewal	PAC360391 A-1	WEST HEMPFIELD TWP	Inadequate DEP	7/15/24
1/2/2024	Melvin Zook	PAC360929	LEACOCK TWP	Complete	6/21/24
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	M21 Capital Development	PA360002D	SADSBURY TWP	Adequate DEP	6/4/24
1/25/2024	1286 Reading Road	PAC360935	BRECKNOCK TWP	Inadequate	7/1/24
1/26/2024	Clark Associates	PAC360936	EAST LAMPETER TWP	Technical R	7/3/24
2/9/2024	Stephen G. and Barbara S. Stoltzfus	PAD360120	MARTIC TWP	Complete	7/1/24
2/14/2024	Legacy Crossing	PAC360943	MANOR TWP	Complete	7/22/24
2/19/2024	198 Chiques Road - Prelim/Final LDP	PAC360944	EAST HEMPFIELD TWP	Indadequate DEP	7/11/24
2/22/2024	WHEM-HUMM Rebuild Major Mod	PAD360110	ELIZABETHTOWN BORO	Technical R	7/17/24
2/23/2024	2930 Old Tree Drive/ Land Development Plan	PAC360946	EAST HEMPFIELD TWP	Complete	7/15/24
3/1/2024	McGinness Innovation Park	PAD360121	COLUMBIA BORO	Complete	6/26/24
3/4/2024	Millwood Estates	PAC360950	PEQUEA TWP	Inadequate DEP	7/17/24
3/5/2024	Woodcrest Retreat Phase 3	PAC360951	EAST COCALICO TWP	Completeness R	6/20/24
3/12/2024	Reuben & Mary Esh	PAD360123	LEACOCK TWP	Completeness R	6/10/24
3/18/2024	Dennis E. Groff Poultry Operation	PAC360954	STRASBURG TWP	Incomplete	4/9/24
3/21/2024	Ammon Miller	PAD360122	EAST DRUMORE TWP	Inadequate	7/30/24
3/25/2024	Stoltzfus Forest Products (Yard #2)	PAD360124	FULTON TWP	Inadequate	7/26/24
4/1/2024	Belmont Major Mod	PAC360483 A-1	MANHEIM TWP	Inaduate	7/24/24
4/1/2024	Stony Battery Corporate Center Lot 5 - Goddard School	PAC360955	WEST HEMPFIELD TWP	Inadequate DEP	7/23/24
4/4/2024	T&D Excavating - Thomas Wolgemuth - Renewal	PAD360032	PENN TWP	Received	4/4/24
4/8/2024	Brownstown Commons Lots 2, 4, & 5 Renewal	PAC360332	WEST EARL TWP	Incomplete	6/26/24
4/9/2024	Stoner Inc Building Addition	PAD360125	EAST DRUMORE TWP	Inadequate DEP	6/6/24
4/11/2024	156 West Harrisburg Avenue Major Mod	PAD360095 A-1	WEST DONEGAL TWP	Technical R	7/29/24
4/19/2024	Grouse Pointe	PAC360956	WEST LAMPETER TWP	Complete	6/17/24
4/19/2024	Erb Farm	PAC360957	MANHEIM TWP	Inadequate DEP	7/10/24
4/19/2024	Florin Hill Phase 3	PAD360126	MT JOY BORO	Completeness R	7/3/24
4/25/2024	Travis Hess Ag Operation	PAC360959	EAST DONEGAL TWP	Complete	7/15/24
4/25/2024	1640 Mine Road - Paneling Sales	PAC360958	SADSBURY TWP	Complete	7/29/24
4/29/2024	Frey Hoffer Ashley Drive Stockpile	PAC360962	EAST DONEGAL TWP	Incomplete	5/10/24
4/29/2024	Kreider Farms Poultry Expansion Major Mod	PAC360002 A-1	EAST DONEGAL TWP	Complete	7/22/24
4/29/2024	Fisher Land Holdings	PAC360961	WEST COCALICO TWP	Technical R	6/14/24
<b>Total</b>	<b>41</b>	<b>At District</b>	<b>23</b>	<b>Not at District</b>	<b>16</b>

**KEY**

Received	project received in office, queue for completeness review	<b>Total Submissions Under Review</b>	<b>127</b>
Incomplete	incompleteness letter sent	<b>Issued NPDES Submissions</b>	<b>13</b>
Completeness R	resubmission received, queue for completeness review	Amos E. Stoltzfus•Valley Storage Lititz Springs Renewal•1925 Sheaffer Road Minor Amendment•2532 Marietta Ave Subdivision•3474 Old Philadelphia Pike Hotel Minor Amendment•Vintage Business Parking Major Amendment•Emanuel G Zook•Thane Martin Ag Operation•Israel S Kinsinger•15 S Kinzer Rd•Lancaster Airport Authority Major Amendment•Kenworth of PA•Jay Horst	
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.3**

#### **Lancaster County Conservation District Hosts Teacher Professional Development**



Sallie Gregory, District Education Coordinator facilitated the Lancaster Outdoor Learning Network Initiative (OLNI) teacher professional development in cooperation with educators on the leadership team including PA DCNR State Parks, Stroud Water Research Center, Penn State Extension, Lancaster Conservancy, the Lancaster County Environmental Center, and teachers from three school districts. The three-day professional development, June 25-27 was supported with funding from grants awarded to the Conservation Foundation of Lancaster County. The professional development entitled, Rewilding

Watersheds and Reigniting Students Learning about their Environment, included a full group of 28 teachers from 11 school districts, 1 private school, and 1 hybrid learning school. In the field experiences with local resources encouraged participants to start designing a project to have student define an issue, collect data, engage in field experience, and take action as a school, family, and/or community.

### **Item IV.4**

#### **Youth Conservation School Update**

The 46<sup>th</sup> Lancaster County Youth Conservation School was held on July 21-26. 22 Students registered for the program, and 19 students attended and graduated from the program. The school was featured in an LNP online and print article during the week. Families were encouraged to follow activities for the week on social sites for the program. Special thanks to Noelle Cudney, District Data Coordinator, who managed the posts.

The class with a generosity of spirit got along well and soaked up the learning experiences with a focus on forest management. Each group designed a plan to manage a privately owned forested land area. The program is made possible by the incredible group of volunteer staff and instructors who dedicate their time to the program. A report on the program will be provided for the September board meeting.

**Item IV.5**  
**2024 PACD/SCC Joint Annual Conference Meeting Report**

On July 17-18, PACD and the State Conservation Commission (SCC) held the Joint Annual Conference at The PennStater Conference Center in State College, PA. There were over 120 participants.

**The PACD Executive Council** met on July 17<sup>th</sup>, 2024, in State College, PA.

The Council reviewed staff and committee reports and heard from many of our partners. They reviewed the combined PACD 2023-2024 Operations and Project based budget for the Fiscal Year which decreased by 20.1% from \$2,412,169.23 in 2023 to \$1,927,054.28 in 2024. They also reviewed and approved a proposed balanced 2024-2025 Operations Budget of \$340,740 showing a 3.8% increase over actual 2023-2024 expenses. All three action items presented at last month's BOD meeting were presented and approved.

**The slate of new 2024-2025 PACD officers are as follows:**

- **President:** Dennis Beck, Cambria County Conservation District
- **1<sup>st</sup> Vice President:** Emil Bove, Westmoreland Conservation District
- **2<sup>nd</sup> Vice President:** Kelly Stagen, Pike County Conservation District
- **Secretary/Interim Treasurer:** Sonia Wasco, Lancaster County Conservation District

**Executive Board Members not up for election and continuing to serve their terms:**

- North Central Region Director: Dr. Robert Shannon, Centre County Conservation District
- North West Region Director & NACD North East Region Representative: Cliff Lane, McKean County Conservation District
- North East Region Director: Thomas Herbert, Luzerne Conservation District
- South Central Region Director and Interim Secretary/ Treasurer: Sonia Wasco, Lancaster County Conservation District
- South East Region Director: Piper Sherburne, Berks County Conservation District
- South West Region Director: Barb Peace, Indiana County Conservation District
- NACD Director: Ron Rohall, Westmoreland Conservation District

**The 2024 PACD Awards Luncheon on July 18 recognized the following awardees:**

Legislator Leadership Award

- State Representative Barbara Gleim, Nominated by Cumberland County Conservation District

President's Award

- Amy Brown, Director of Programs & Operations, PACD

Ann Rudd Saxman Conservation District Director Excellence Award

- Charles Duritsa, Vice-Chairman, Westmoreland Conservation District and PACD Secretary

Conservation District Employee Excellence Award

- Vincent McCollum, Cumberland County Conservation District

Conservation District Trash Champion

- Westmoreland Conservation District collected 11 tons of trash!

Instagram Photo Contest

- Lancaster County Conservation District posted fun and creative photos of conservation districts at work during Conservation District Week.

Conservation District Employee Service Recognition Awards

30 Years of Service

- John Dryzal, District Manager, Cambria
- Mark Stockley, Resource Conservation Supervisor, Cambria

35 Years of Service

- Dave Stoner, District Manager, Franklin

45 Years of Service

- Tammie Robinson, Office Administrator, Indiana

**Item IV.6**

**Watershed Committee Meeting**

7/7/2024

6:00 P.M. -7:00 P.M.

Farm & Home Center – Multipurpose Room, 1383 Arcadia Road, Lancaster, PA

Committee Members: Jenny Engle, Deryk Shaw, Roger Rohrer, Dan Zimmerman, Jay Snyder, Amanda Goldsmith, Tyler Keefer, Grace Chamberlain, Matt Kofroth

The Watershed Committee will be meeting prior to the August 7, BOD meeting to discuss ongoing projects and grants, programmatic challenges and successes, and future goals. A report will be presented at the September BOD meeting.

**Item IV.7  
2024 TREE SEEDLING SALE FINAL REPORT**

<b>RECEIPTS:</b>		
Payments Received (Cash & Checks)	\$ 13,634.50	
Payments Received (Credit Cards)	1,316.00	
Online Sale (Square Website)	23,394.00	
Day of Sales	3252.00	
Sale of Extras (Cash, Checks, & Credit Cards)	1,055.98	
<b>GROSS RECEIPTS</b>	<b>\$ 42,652.48</b>	<b>\$ 42,652.48</b>
Customer Refunds	(155.00)	
FFA & Watershed Association 20% Refund	(349.40)	
<b>NET RECEIPTS</b>	<b>\$ 42,148.08</b>	<b>42,148.08</b>
<b>EXPENSES:</b>		
Alpha Nursery, Inc	\$ 11,008.66	
Nourse Farms	620.26	
Minders Nursery	2,538.10	
Miller's Greenhouse	4392.00	
Wahmhoff Farms	370.99	
Octoraro Native Plant Nursery	2,192.25	
Fruit Tree Nurseries	3,547.55	
Plantra Tree Protectors	3,357.60	
Nursery Dealer Registration	40.00	
Everlasting Perennials	735.00	
Food	224.48	
Farm & Home Rental	537.50	
Postage & Newsletter	1,390.79	
Square Account Card Fee	770.92	
PA Sales Tax	2519.42	
Supplies	1051.21	
<b>TOTAL EXPENSES</b>	<b>35,296.73</b>	<b>35,296.73</b>
<b>NET BALANCE</b>		<b>6,851.35</b>

Following is a list of the number of trees, perennials, and potted stock customers ordered this year.

Can. Hemlock: 1380	Red Cedar: 1330	E. White Pine: 1260	Pin Oak: 140
Red Oak: 410	Sugar Maple: 410	Sweet Gum: 75	Sycamore: 200
Tulip Poplar: 250	Buttonbush: 330	Paw Paw: 500	Persimmon: 420
Spicebush: 240	Wildlife Pack: 100	Beauty Pack: 80	Aster: 216
Artemesia: 144	Candytuft: 156	Coral Bells: 192	Juncus: 176
Poppy Iceland: 228	Verbena: 216	Yellow Birch: 100	Elderberry: 200
Nannyberry: 125	Var. Liriope: 57 Flats	Carex Penn.: 46 Flats	CrimsonCrisp Apple: 140
GoldRush Apple: 120	Avalon Nectarine: 95	Encore Raspberry: 315	Hens + Chicks: 36
Euphorbia: 36	Phlox: 36	Coreopsis: 36	Little Bluestem: 245

**SUMMARY COMPARISON**

Year	2018	2019	2020	2021	2022	2023	2024
<b>Cash Rec'd</b>	\$ 46,108	\$ 38,551	\$ 44,159	\$ 35,333	\$ 46,087	\$49,973	\$42,652
<b>Profit</b>	\$ 12,817	\$ 8,544	\$ 10,607	\$ 8,354	\$ 10,033	\$15,343	\$6,851
<b># Orders</b>	499	443	487	434	556	623	540



## TREE SALE TIDBITS

- 2024 was the 50<sup>th</sup> Seedling Sale Program.
- **A total of 519 orders were submitted with a net profit of \$6,851.35**
- Remaining trees and shrubs were donated to DCNR, school groups, and local watershed groups with buffer projects this spring.
- Two varieties of apple trees were offered at the sale along with a nectarine and raspberries; CrimsonCrisp Apples and GoldRush Apples along with Encore Raspberries, and Avalon Nectarine.
- 1 FFA Chapters participated in this year’s sale. We were able to donate 20% of total sales provided by this one group. Total sales for the FFA was \$103.00 so **\$20.60** was refunded for these sales to the local FFA chapters.
- 5 local Watershed Associations participated in the tree sale as a fundraiser for their groups. These orders totaled \$1,644.00. A total of **\$328.80** was refunded to the organizations for their 20% refunds.
- Continuing this year was the ability of customers to order online through our Square account. This was very popular with over 300 orders coming in through this online service and over half of the total orders coming from online purchases.
- The sale was an in-person pick-up event this year including education tables and day of sale inside along with free compost donated by Manheim Township. Customers appreciated the interaction with staff, easier access to day of sale, and education opportunities.
- The average order was \$73.85.
- Continued to offer a “Round Up” feature this year to the Order form for folks to donate to Environmental Education. This garnered an additional \$623.50 for the Education program.
- Over 17,000 pieces of plant/ tree material were planted into the soil of our Commonwealth.
- This year was the first Tree Sale held inside the Farm and Home Center since the COVID-19 outbreak. Our staff managed to package over 500 orders by working in 4-hour shifts leading up to the day of Tree Sale. We had received a substantial amount of positive feedback from customers who commented on how streamlined the pickup process was, as well as an appreciation for the educational booths (Bureau of Forestry, Lancaster Conservancy, NRCS & LCCD) that were set up. None of this would have been possible without the incredible support from our staff, so a big thank you to all of them.

### STAFF INVOLVED IN COMMITTEE WORK AND DRIVE THRU:

Matt Kofroth	Sallie Gregory	Amanda Goldsmith	Tyler Keefer	Jason Reuter
Lauren Brodbar	Morgan Regan	Ryan Riebling	Emma Riebling	Noelle Cudney
Kaylyn Gordon	Alex Flurry	Samantha Adams	Steve Wyld	Stacey Hertz
Andrew Pauls-Thomas	Shelly Dehoff	Grace Chamberlain	Adam Hartz	Kevin Lutz
Adam Stern	Matt Schavnis	Brady Bosworth	Liz Killian	Alex Cooper
Greg Heigel	Rachel DiRosato	Kent Bitting	Megan Blackmon	Holly Shaub
Josh Pullen	Chris Thompson	Caitlyn Tynes	Eric Hout	Shannon Erdman
Jay Snyder	Jenny Engle			

Respectfully submitted, Tree Sale Co-Chairs  
 Amanda Goldsmith, Tyler Keefer, Jason Reuter

**Item IV.8  
District Logo/Branding**

A strategic goal for 2023 involved a review of District marketing and communication tools. A workgroup with District staff: Matt Kofroth, Alex Flurry, Emma Riebling, Ryan Riebling, Andrew Pauls-Thomas, Noelle Cudney, Amanda Goldsmith, Shelly Dehoff, Brady Bosworth, Sonia Wasco (LCCD Director), Jennifer Engle (Associate Director), Sallie Gregory, and Chris Thompson met monthly regarding several tactics and action steps.

The workgroup favored designing a new District logo along with Branding Guidelines. Yoder’s Design LLC has created several drafts to review. Three rounds of logos were reviewed by the workgroup. Their selections have gone on to be reviewed by the District Operations Team and Nominating Organizations.

The logo below is presented for the District Directors and Associate Directors to review. Greg Yoder will update the logo following the discussion at the board meeting with the final version to be completed by October-November 2024. The promotion of the logo will be part of the 75<sup>th</sup> Anniversary year celebration in 2025. A 75<sup>th</sup> celebration year addition will be made to the logo for 2025.



**For Review**



**History of the Conservation District Logos**



1950 – 2001



2001 - 2014



2014 - Present

**Item IV.9**  
**Summer Intern Activities Report**

Lily Stehman, the 2024 Summer Intern with Lancaster County Conservation District, will be giving a short presentation about her time at the District and her plans for the future. Lily will be a junior at Cornell University majoring in Environment and Sustainability with a concentration in Environmental Biology and Applied Ecology. Most of her summer has been spent working in the Education and Watershed Programs, but she did have a chance to shadow staff from other programs. Lily started at the Lancaster County Conservation District on May 20 and will be leaving us on August 7.