



LANCASTER COUNTY CONSERVATION DISTRICT

MONTHLY BOARD MEETING AGENDA

Wednesday, November 6, 2024

Lancaster Farm & Home Center

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

Business Meeting 7:30 pm

Timer

8:20 IV. Reports & Information

2. E&S/NPDES Monthly Projects Report – Stern (attachment) 1
3. Conservation Foundation Report – CWP – Snyder/Gibson (attachment)..... 7
4. PACD South Central Director’s Meeting Report – Wasco/Thompson (attachment) 8

Item IV.2

E&S Report

2024 Report for October

2024 Report

		Oct 2024	Total
Total Plan Submissions		133	417
Total Plan Acres		627.41	9390.62
Total Disturbed Acres		113.36	2138.38
Fees Collected	NPDES Permit Fees Collected	\$54,000	\$155,000
	DEP Fees Collected	\$4,300	\$98,500
	E&S Plan Review Fees	\$36,150	\$558,300

<u>Total Complaints</u>	
<u>Date Received</u>	<u>Municipality</u>
10/1/2024	EAST HEMPFIELD TWP
10/2/2024	MOUNT JOY TWP
10/9/2024	COLERAIN TWP
10/17/2024	BART TWP
10/22/2024	EARL TWP
10/24/2024	MANHEIM TWP
10/24/2024	RAPHO TWP
10/24/2024	MANHEIM TWP

2023 Report for October

2023 Report

		Oct 2023	Total
Total Plan Submissions		29	293
Total Plan Acres		478.50	7604.74
Total Disturbed Acres		52.00	2620.31
Fees Collected	NPDES Permit Fees Collected	\$7,000	\$86,700
	DEP Fees Collected	\$4,600	\$146,700
	E&S Plan Review Fees	\$32,350	\$691,050

<u>Total Complaints</u>	
<u>Date Received</u>	<u>Municipality</u>
10/3/2022	WEST COCALICO TWP
10/4/2022	WEST LAMPETER TWP
10/4/2022	WEST LAMPETER TWP
10/4/2022	MANHEIM TWP
10/6/2022	EAST EARL TWP
10/18/2022	WARWICK TWP
10/18/2022	WARWICK TWP
10/24/2022	EAST PETERSBURG BORO

Erosion and Sedimentation Plan Submission

10/1/2024 to 10/31/2024

<u>Project Name</u>	<u>Municipality</u>	<u>Disturbed Acres</u>	<u>Fees Amount</u>
202 S. Vintage Road Subdivision	PARADISE TWP	3.55	\$2,200
John Fisher Ag Stream Crossings	SADSBURY TWP	0.46	\$100
Arconic - Nitrogen Generation Point	MANHEIM TWP	0.84	\$800
233 Rock Hill Road	MANOR TWP	0.97	\$600
Cornerstone Business Park - Lot 6A	MT JOY BORO	10.97	\$4,000
Landis Homes Major Mod	MANHEIM TWP	1	\$1,300
1407 New Holland Pike	MANHEIM TWP	0.28	\$600
Meadia Avenue - Lot 32	WEST LAMPETER TWP	0.32	\$600
Samuel Lantz	SADSBURY TWP	0.82	\$600
DL Holdings, LLC	EAST HEMPFIELD TWP	6.2	\$2,750
23 Mylin Ave	WEST LAMPETER TWP	0.4986	\$600
232 S Reading	EPHRATA BORO	0.4	\$1,350
Bob Brubaker Ag Operation	MOUNT JOY TWP	3.95	\$2,200
130 Valley Road	MANHEIM TWP	0.96	\$600
North Reading Road Property	EAST COCALICO TWP	1.96	\$1,600
Ira Stoltzfus Stream Crossing	SALISBURY TWP	0.023	\$100
292 Blossom Hill Drive	MANHEIM TWP	0.44	\$600
Lancaster Water Street Stormwater Separation		0.99	\$800
Quentin Weaver Ag Operation	WEST EARL TWP	5.5	\$2,750
Sheetz Store 421 Rebuild	LANCASTER CITY	2.2	\$1,600
Raffensperger Tract	MOUNT JOY TWP	34.7	\$600
Avery Square	PENN TWP	21.37	\$800
Traffic Signal and Road Improvements - Intersection of SR 72 and Lititz Road	EAST HEMPFIELD TWP	0.78	\$800
King/Esh Stream Protection	PARADISE TWP	1.2	\$100
McDonald's - Centerville	EAST HEMPFIELD TWP	0.86	\$800
Osborne Residence	PROVIDENCE TWP	0.92	\$600
Melvin Martin New Shop	WEST EARL TWP	0.53	\$600
Melvin Martin New Shop	WEST EARL TWP	0.53	\$200
Dean Martin Culvert Crossing Replacement	EAST COCALICO TWP	0.06	\$100
Aaron S. Esh Jr	SALISBURY TWP	0.99	\$800
256 S. Cedar Street	LITITZ BORO	0.17	\$600
Anthony Newswanger Ag Operation	CAERNARVON TWP	7.4	\$3,000
Hempstead Road Improvements	EAST LAMPETER TWP	0.95	\$800
4312 Elizabethtown Road	RAPHO TWP	0.57	\$600
Rock Lititz	WARWICK TWP	55.69	
Lancaster Labs Parking Expansion	UPPER LEACOCK TWP	22.7	
Lakeside Villas (Ephrata Crossing East)	EPHRATA TWP	10.46	
Essex Court	MANHEIM TWP	18.59	
Kreider Farms Poultry Expansion	PENN TWP	26.73	
Railroad Museum of PA Roundhouse Construction	STRASBURG TWP	2.337	
Willow Valley - Herr Farm South Expansion (South Pointe)	WEST LAMPETER TWP	48	
Esbenshade Farms Proposed Poultry Expansion	MOUNT JOY TWP	15.6	
Sharp Shopper Warehouse Expansion	CLAY TWP	8.38	
Rapho Triangle East Lot F7	RAPHO TWP	14.6	
Donegal Woods Phase 1 - 4	WEST DONEGAL TWP	92	
Autumn Hills - Nolt Tract	EPHRATA TWP	43.7	
Blue Bell Mobile Home Park	CLAY TWP	7.02	
Woods Edge	MANOR TWP	8.23	
Airport View Self Storage, LDP	MANHEIM TWP	12.85	
Settlements- East	MANHEIM TWP	30.9	
Miller Road Pumping Station	WEST DONEGAL TWP	2.87	
Clark Residence SWM	LANCASTER TWP	1.49	
Overlook Town Center	MANHEIM TWP	12.15	
Drager Tract	WEST HEMPFIELD TWP	27	
160 Valley Road	MANHEIM TWP	3.42	

United Zion Retirement Community	WARWICK TWP	2.39	
Radio Road Interceptor	ELIZABETHTOWN BORO	9.83	
Eli S. Stoltzfus	LEACOCK TWP	3.15	
Jura USA Hospitality Center	RAPHO TWP	10.55	
Stony Battery Corp. Center Lot 2	WEST HEMPFIELD TWP	2.42	
Smucker Welding	WEST LAMPETER TWP	3.5	
Taylor Chip	WEST HEMPFIELD TWP	2.69	
Joan R Sinz	WARWICK TWP	4	
Allan J. Fisher	STRASBURG TWP	1.51	
Woodcrest Lots	WARWICK TWP	2.48	
2532 Marietta Avenue Subdivision	EAST HEMPFIELD TWP	3.54	
Nissley Road Basin Project	EAST HEMPFIELD TWP	10.95	
Noel Dorwart Park	EAST HEMPFIELD TWP	2.52	
Norfolk Southern Relocation	LITITZ BORO	1.75	
395 Mohns Hill Road	EAST COCALICO TWP	1.8	
15 S Kinzer Rd	PARADISE TWP	24.882	
Clayland Commons	CLAY TWP	12.9	
Matthew and Anita Smucker	SALISBURY TWP	2.64	
Jay Garman	MOUNT JOY TWP	2.53	
Bear Creek Estates	MOUNT JOY TWP	24.13	
Penn Township Yard Waste Facility	PENN TWP	1.97	
Quarryville Presbyterian Retirement	QUARRYVILLE BORO	39.75	
Penn Grant Commons West	PEQUEA TWP	26.8	
791 Stony Battery Road	EAST HEMPFIELD TWP	19.2	
3504 Old Philadelphia Pike - Stockpile Removal	LEACOCK TWP	2.4	
Conewago Industrial Park Lots 5 & 8-10	WEST DONEGAL TWP	4.11	
Cornerstone Lot 1 Warehouse	RAPHO TWP	17.86	
The Oaks II	MANHEIM TWP	3.33	
Reichardt Tract Subdivision	WEST HEMPFIELD TWP	11.33	
Peregrine	WEST HEMPFIELD TWP	12.46	
Village at East Cocalico	EAST COCALICO TWP	25.22	
Mt Pleasant Road Property	MOUNT JOY TWP	19.21	
Special Children Comm Care Center	LEACOCK TWP	16.23	
Mosaic	LANCASTER CITY	1.56	
Crowe Transportation	WEST DONEGAL TWP	7.05	
L-S Early Childhood Center	WEST LAMPETER TWP	11.94	
Stuedler Property	EAST LAMPETER TWP	9.4	
Kreider Farms Poultry Expansion	EAST DONEGAL TWP	22.26	
Brecknock Orchard	BRECKNOCK TWP	6.9	
Walton Hill	WARWICK TWP	20.3	
Garner Subdivision	WEST DONEGAL TWP	11	
Parkside	WEST LAMPETER TWP	20.85	
Glick Structures	SALISBURY TWP	5.17	
Christopher Poje	WARWICK TWP	1.35	
Hiltz Propane Systems	EAST DONEGAL TWP	16.83	
Wynfield at Millersville	MILLERSVILLE BORO	15.2	
U-Haul Moving and Storage of Lancaster	EAST HEMPFIELD TWP	11.463	
Enterprise Way - Dual Brand Hotel	MANHEIM TWP	3.48	
Owl Hill Road Subdivision	WARWICK TWP	8.75	
Dayspring School	MOUNTVILLE BORO	34	
Amos Herr Park SWM	EAST HEMPFIELD TWP	9.38	
Emerald Power Solutions	EARL TWP	3.28	
Riptide Car Wash	MANHEIM TWP	5.09	
Meadow Lane Dairy SWM	MANOR TWP	13.8	
Route 30 Corridor	EAST LAMPETER TWP	3.17	
Gish's Furniture	EAST LAMPETER TWP	5.12	
1450 Manheim Pike - 7-Eleven	MANHEIM TWP	2.74	
Daniel Martin Poultry Barn	ELIZABETH TWP	7.39	
Lititz Pike Lots	MANHEIM TWP	1.4	
Bender Mill Road Subdivision	MANOR TWP	97.37	
Raytec Manufacturing	EARL TWP	4.53	
1515 Ridge Road	LANCASTER TWP	1.44	
The Village at Funks Farm	MANOR TWP	79.41	

1000 Strickler Road Building Expand	RAPHO TWP	10.99	
327 White Oak Road	PENN TWP	1.88	
Southern Village	LANCASTER TWP	62.97	
Radio Road	MOUNT JOY TWP	14.2	
Stephen Esh SWM	LEACOCK TWP	3.23	
Sterling Center	MANHEIM TWP	1.21	
Luke and Georgia Rohrer	CLAY TWP	2.42	
Sheetz - West Lampeter	WEST LAMPETER TWP	5.48	
The Meadows at Strasburg	STRASBURG TWP	26.51	
Emanuel G. Zook	SADSBURY TWP	1.58	
Center Street Road Improvments	LEACOCK TWP	3.15	
LBC Fill Area	MANHEIM TWP	35.58	
Kenworth of Pennsylvania	WEST HEMPFIELD TWP	3.5	
Jason Weaver	BRECKNOCK TWP	1.62	
Willow Valley Crossroads WEST	WEST LAMPETER TWP	33.4	

**Outstanding NPDES Projects
Received >3 Months Ago - 11/1/2024**

Date Received	Project	Permit #	Municipality	Status	Last Action
10/6/2023	4070 Old Philadelphia Pike	PAC360905	LEACOCK TWP	Inadequate DEP	8/19/24
12/22/2023	Strube Tract Major Mod Renewal	PAC360391 A-1	WEST HEMPFIELD TWP	Inadequate	10/29/24
1/25/2024	1286 Reading Road	PAC360935	BRECKNOCK TWP	Inadequate	10/21/24
2/9/2024	Stephen G. and Barbara S. Stoltzfus	PAD360120	MARTIC TWP	Inadequate DEP	9/6/24
2/14/2024	Legacy Crossing	PAC360943	MANOR TWP	Complete	7/22/24
3/1/2024	McGinness Innovation Park	PAD360121	COLUMBIA BORO	Technical R	10/21/24
3/4/2024	Millwood Estates	PAC360950	PEQUEA TWP	Inadequate	10/29/24
3/12/2024	Reuben & Mary Esh	PAD360123	LEACOCK TWP	Complete	9/23/24
3/18/2024	Dennis E. Groff Poultry Operation	PAC360954	STRASBURG TWP	Complete	9/24/24
4/1/2024	Stony Battery Corporate Center Lot 5 - Goddard School	PAC360955	WEST HEMPFIELD TWP	Technical R	10/24/24
4/4/2024	T&D Excavating - Thomas Wolgemuth - Renewal	PAD360032	PENN TWP	Adequate DEP	9/18/24
4/19/2024	Grouse Pointe	PAC360956	WEST LAMPETER TWP	Technical R	10/11/24
4/19/2024	Florin Hill Phase 3	PAD360126	MT JOY BORO	Inadequate DEP	9/6/24
4/29/2024	Fisher Land Holdings	PAC360961	WEST COCALICO TWP	Technical R	6/14/24
5/3/2024	Jacob M. Riehl Jr.	PAC360963	LEACOCK TWP	Technical R	10/23/24
5/3/2024	Gordonville Book Store	PAC360964	LEACOCK TWP	Technical R	9/27/24
5/9/2024	Blanks Holding LLC	PAC360966	COLERAIN TWP	Inadequate DEP	9/5/24
5/14/2024	Stoneybrook Phases 1B, 1C, 2, 3A, 4 Major Amendment	PAC360143 A-3	WEST DONEGAL TWP	Technical R	10/17/24
5/15/2024	3321 Columbia Ave	PAC360969	EAST HEMPFIELD TWP	Complete	10/9/24
5/29/2024	True Gospel Baptist Church	PAD360127	EAST DRUMORE TWP	Inadequate DEP	10/22/24
5/30/2024	1815 Zeager Road Facility	PAC360972	WEST DONEGAL TWP	Complete	9/27/24
6/3/2024	Wabank Road Self-Storage	PAC360973	LANCASTER TWP	Complete	8/21/24
6/4/2024	David Jay Petersheim	PAD360129	EAST DRUMORE TWP	Complete	9/18/24
6/5/2024	Good Real Estate, LLC	PAC360974	EAST LAMPETER TWP	Inadequate	10/7/24
6/14/2024	Blue Rock Water Resource Recover Facility Nutrient Upgrade	PAD360130	MANOR TWP	Inadequate DEP	10/17/24
6/17/2024	Final Land Development Plan for Ricky Tindall	PAD360131	FULTON TWP	Inadequate DEP	9/24/24
6/18/2024	3000 and 3004 Columbia Ave	PAC360977	MANOR TWP	Complete	9/30/24
6/20/2024	AC Masonry	PAC360976	BART TWP	Complete	9/30/24
6/21/2024	Climbers Run Nature Center	PA360003C	MARTIC TWP	Inadequate DEP	10/14/24
7/1/2024	Peifer Poultry Op	PAD360074 A-1	COLERAIN TWP	Technical R	10/31/24
7/1/2024	Fairmount Homes	PAC360979	WEST EARL TWP	Inadequate	10/28/24
7/1/2024	Mervin Esh	PAC360980	UPPER LEACOCK TWP	Technical R	10/23/24
7/8/2024	Sheetz - Oakview Drive	PAC360981	EAST LAMPETER TWP	Inadequate	10/9/24
7/10/2024	Blackhorse Warehouse	PAC360760 A-2	EAST COCALICO TWP	Incomplete	9/13/24
7/11/2024	Jacob Jr. & Sadie Ann Zook	PAC360983	LEACOCK TWP	Inadequate	10/29/24
7/15/2024	328 South 7th Street	PAC360985	WEST EARL TWP	Inadequate	9/18/24
7/19/2024	White Horse Fire Company	PAC360986	SALISBURY TWP	Completeness R	10/23/24
7/19/2024	The Villas at Twin Maples	PAC360987	UPPER LEACOCK TWP	Inadequate	10/28/24
7/19/2024	Jeff Sensenig	PAD360132	LITTLE BRITAIN TWP	Inadequate DEP	9/13/24
7/29/2024	Precise Buildings, LLC	PAC360988	STRASBURG TWP	Complete	10/29/24
7/30/2024	Middle Creek - Stop 1 Restoration	PAC360989		Incomplete	10/2/24
7/30/2024	Middle Creek - Duck Trap	PAC360990		Incomplete	10/2/24
Total	42	At District	20	Not at District	21

KEY

Received	project received in office, queue for completeness review	Total Submissions Under Review	155
Incomplete	incompleteness letter sent		
Completeness R	resubmission received, queue for completeness review	Issued NPDES Submissions	46
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		

10-2024 Issued NPDES Submissions

1450 Manheim Pike - 7 Eleven Renewal
1640 Mine Road - Paneling Sales
198 Chiques Road
Ammon Miller
Ashford Meadows
Bear Creek Estates Renewal
Catherine Hershey School - Etown
Christopher Poje Renewal
Cornerstone Lot 1 Warehouse Renewal
David Smucker
DS Machine Renewal
Duane Nolt Poultry Operation
Emerald Power Solutions Renewal
Esh Commercial - Esh Foods
Garner Subdivision Renewal
Gish's Furniture Renewal
Glick Structures Transfer/Renewal
Grandview Renewal
Hartman Bridge Village
Jay & Regina Martin
Jura USA Hospitality Center Renewal
Keller Avenue Parking Lot Renewal
Lampeter Orchard
LCCTC Major Modification
M21 Capital Development
Millersville Apartments
Norfolk Southern Relcation Renewal
Overlook Town Center Renewal
Owl Hill Road Subdivision Renewal
Penn Grant Commons West Renewal
Phil Good Poultry Operation Renewal
Pyle Tract Renewal
Radio Road Renewal
Radio Raod Interceptor Renewal
Rapho Township Woody Waste
Rapho Triangle East Lot F7 Renewal
Raytec Manufacturing Renewal
Rockvale Multi-Family Parcel 5
Shar Shopper Warehouse Renewal
Woodcrest Lots Renewal
Brownstown Commons Renewal
Center Street Road Improvements
Grandview
Melvin Zook
Riptide Car Wash Renewal
Settlements East Renewal

Item IV.3
Conservation Foundation Report
Clean Water Partners

This semi-annual presentation from the Lancaster Clean Water Partners will showcase how 2024 has been full of progress and local success as we get closer to 2025 goals, which are outlined in the Countywide Action Plan (CAP). The CAP is a planning, implementation, and funding tool co-administered by the Conservation District and the Lancaster Clean Water Partners, so you will hear examples of the projects that are part of it as well as see the newest version with updated numbers. We will also discuss the plethora of events that have been engaging partner organizations all over the county and the Bay watershed, taking Lancaster's story to new audiences.

**PACD Executive Board
Videoconference Minutes
September 4, 2024**

Call to Order

PACD President Dennis Beck welcomed everyone and called the meeting to order at 9:00 a.m.

Board members: Dennis Beck, President; Emil Bove, 1st Vice President; Sonia Wasco, Secretary, Interim Treasurer, and Interim SC Region Director; Dr. Robert Shannon, NC Region Director; Piper Sherburne, SE Region Director; Barb Peace, SW Region Director; Ron Rohall, NACD Director

Staff and guests: Brenda Shambaugh, Executive Director; Amy Brown, Director of Operations; Shannon Wehinger, Director of Communications & Education; Holly Miller, Program Manager; Molly Burns, Project & Event Specialist; Matt Miller, Leadership Development Manager; Kelly Davidson, Water Resource Trainer; Roxanne Dohner, Administrative Assistant

Minutes of the Previous Meeting

The minutes of the July 16, 2024 meeting were provided for review.

It was moved by Emil Bove and seconded by Barb Peace to approve the minutes of the meeting on July 16, 2024. Motion carried.

Financial Reports

The July 2024 financial reports were provided for review. Interim Treasurer Sonia Wasco presented the financial reports. Treasurer Wasco noted the reports cover only one month, as our fiscal year just began. Dues have been invoiced and are included as expected income. Because of the PACD/SCC Joint Annual Conference, staff worked more than usual PACD hours in July. We received more donations from conservation districts, including Cameron County Conservation District, who donated \$1,000, which is greatly appreciated. She noted we continue to use our credit cards to pay expenses, and we pay these off monthly. The auditors will be coming in October to begin the audit process.

It was moved by Sonia Wasco and seconded by Rob Shannon to file the financial reports for audit. Motion carried.

New Three-Year Dues Schedule

Executive Director Brenda Shambaugh reported the current three-year dues cycle ends June 30, 2025. A new three-year proposal should go before the PACD Ways & Means Committee in January 2025. The districts will review the proposal during the 2025 Spring Region Meetings and vote on the proposal in July 2025. The last three-year cycle incorporated an increase of



\$75.00 per district per year for a total of \$225.00 over the three-year period. The board reviewed the dues schedule and discussed possible approaches, including whether we should reconsider the dues structure overall.

NACD Report

NACD Director Ron Rohall reported that Pennsylvania was well represented at the recent annual meeting and shared news from the event. The national dues are down, and they are trying to encourage districts to pay their dues. Pennsylvania received two Community Conservation Grants to Allegheny and Westmoreland. NACD put out a template for a trifold brochure for districts to use to promote their work. Kelly Stagen has resigned as NACD Alternate. As President, Dennis is the alternate and has agreed to serve. There was discussion on the Farm Bill, but there is not much to be done at this point except wait and see. Jennifer Fetter and Chris Houser with Penn State Extension presented on ACAP. NRCS used Pennsylvania's leadership development program as a model. We should be immensely proud of these programs. Minnesota and Wisconsin also have robust programs. NRCS could not have spoken more highly of Pennsylvania's partnership with districts. There was also a session on the Northeast Mid-Atlantic Forests & Water Partnership Project, in which PACD is a partner for education and outreach.

PACD Executive Director's Report and Legislative Update

The PACD Executive Director's Report highlighting PACD Harrisburg staff activities for August was provided for review. Brenda Shambaugh also provided the following highlights:

- Brenda congratulated Dr. Shannon on his retirement from Penn State.
- She introduced Kelly Davidson, who is taking over the Clean Water Academy and has been a great fit for the office. She is doing a wonderful job and is picking things up very quickly.
- She noted that she has jury duty and will let the board know when those dates are set.
- PACD sent thank you notes to the legislators who led the push to get the \$50 million for the Clean Streams Fund.
- Shannon coordinated the district booth at Ag Progress Days.
- Molly helped DEP put on an Environmental Negotiations workshop in August. She is also helping them put on a Verbal Judo workshop in October.
- Shannon is working with Ag Conservation Training with the SCC and NRCS and Intro to Conservation Planning will take place this fall.
- Matt is working hard on the Management Summit to take place later this month. He is also working on the fall leadership webinar series, which will be here before you know it.
- Holly is working on the Ag Plan Reimbursement Program. The SCC awarded us a million dollar grant over a two-year period. We are just waiting for the paperwork to come through.
- Amy and Roxanne are working with the Conservation District Umbrella Program and preparing quarterly reports.
- Molly is working on the Virtual Watershed Specialist Meeting, which DEP will take over moving forward.
- We are closing out one TAG program grant and beginning a new one, which requires a detailed final report. Amy, Roxanne, and Molly are working on this with the TAG staff.
- Shannon works hard each month to keep PACD and the districts active on social media.
- Brenda and Holly will be meeting with the north west districts about the invasive species pilot program.
- PACD is in the process of hiring a second employee of record for NRCS. This employee works remotely and is fully funded and supervised through NRCS. PACD handles human

resources for this individual and NRCS pays us for our time. So far, we have confirmed five candidates to interview for the position.

Invasive Species

Piper Sherburne asked any districts doing invasive species work to share articles about their work with the Invasive Species Council. The Communications Committee is looking for articles to demonstrate invasive species control work across the state.

Adjournment

It was moved by Emil Bove and seconded by Rob Shannon to adjourn the meeting. The meeting was adjourned at 9:44 a.m.

PA Association of Conservation Districts, Inc.

Balance Sheet Prev Year Comparison

As of August 31, 2024

	Aug 31, 24	Aug 31, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1000-00 · M&T PACD Checking (Advanced Business Checking)				
1011-90 · NACD Employee Working Capital	160,236.37	77,784.18	82,452.19	106.0%
1000-00 · M&T PACD Checking (Advanced Business Checking) - Other	6,966.13	39,936.64	(32,970.51)	(82.6)%
Total 1000-00 · M&T PACD Checking (Advanced Business Checking)	167,202.50	117,720.82	49,481.68	42.0%
1000-85 · M&T DCNR Buffer Grant Checking	(1,380.68)	42,783.25	(44,163.93)	(103.2)%
1003-14 · S&T CREP 21/23 WC Checking (New CREP Grant Eff 7/2021 Working Capital (only))	148,202.88	304,629.68	(156,426.80)	(51.4)%
1003-15 · S&T Buffer Grant Checking	17,154.41	50,000.00	(32,845.59)	(65.7)%
1011-00 · First Ntl Bank PACD OPERATING				
1011-30 · PACD Reserve	0.00	47,810.00	(47,810.00)	(100.0)%
1011-00 · First Ntl Bank PACD OPERATING - Other	166,707.78	274,505.62	(107,797.84)	(39.3)%
Total 1011-00 · First Ntl Bank PACD OPERATING	166,707.78	322,315.62	(155,607.84)	(48.3)%
1011-16 · First Ntl Bank TAG GG WC Chckg	18,205.69	194,544.50	(176,338.81)	(90.6)%
1011-20 · First Ntl Bank 319 WC Checking	19,675.87	73,170.11	(53,494.24)	(73.1)%
1011-91 · First Ntl Bank Ag Plan W/C	3,355.42	102,249.37	(98,893.95)	(96.7)%
1011-96 · First Ntl Bank Lawn Conv. Chkin	23,272.17	0.00	23,272.17	100.0%
1300-00 · Funds Deposits Only				
1300-15 · First Ntl Bank Capital Fund (R)	25,344.32	167,590.60	(142,246.28)	(84.9)%
Total 1300-00 · Funds Deposits Only	25,344.32	167,590.60	(142,246.28)	(84.9)%
Total Checking/Savings	587,740.36	1,375,003.95	(787,263.59)	(57.3)%
Accounts Receivable				
1200-00 · Accounts Receivable	790,095.60	454,969.77	335,125.83	73.7%
Total Accounts Receivable	790,095.60	454,969.77	335,125.83	73.7%
Other Current Assets				
1002-00 · Petty Cash	50.00	50.00	0.00	0.0%
1225-00 · Adjusting Account Receivable	(157,195.80)	0.00	(157,195.80)	(100.0)%
1300 · Right of Use Asset	3,717.00	3,717.00	0.00	0.0%
1354-00 · Prepaid Postage (Expenses that are paid in advance)				
1354-03 · PACD Pre-paid Postage	(155.20)	6.36	(161.56)	(2,540.3)%
1354-00 · Prepaid Postage (Expenses that are paid in advance) - Other	26.40	0.00	26.40	100.0%
Total 1354-00 · Prepaid Postage (Expenses that are paid in advance)	(128.80)	6.36	(135.16)	(2,125.2)%
1355-00 · CC Rewards (M&T Credit Card Rewards)	(409.28)	(352.63)	(56.65)	(16.1)%
1499-00 · Undeposited Funds	40,000.00	51,236.55	(11,236.55)	(21.9)%
Total Other Current Assets	(113,966.88)	54,657.28	(168,624.16)	(308.5)%
Total Current Assets	1,263,869.08	1,884,631.00	(620,761.92)	(32.9)%
Fixed Assets				
1550-01 · Condo and Improvements	470,147.10	470,147.10	0.00	0.0%
1560-00 · Accumulated Dep - Bldg & Imprv	(71,889.67)	(59,169.59)	(12,720.08)	(21.5)%
Total Fixed Assets	398,257.43	410,977.51	(12,720.08)	(3.1)%
TOTAL ASSETS	1,662,126.51	2,295,608.51	(633,482.00)	(27.6)%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000-00 · Accounts Payable	45,471.64	66,957.48	(21,485.84)	(32.1)%
Total Accounts Payable	45,471.64	66,957.48	(21,485.84)	(32.1)%
Credit Cards				
2010-30 · M&T VISA				
2010-02 · M&T VISA - Shambaugh 2947 (02/27 Sec 917 (New # January 2022 - old #1393))	54,473.68	6,915.49	47,558.19	687.7%
2010-03 · M&T VISA - Miller 8787 (Exp 2/27 639)	11,673.75	0.20	11,673.55	5,836,775.0%
2010-04 · M&T VISA - Brown 6232 (Amy Brown Exp 02/27 Sec 955)	114,496.93	20,731.35	93,765.58	452.3%
2010-30 · M&T VISA - Other	(174,122.66)	(7,586.78)	(166,535.88)	(2,195.1)%
Total 2010-30 · M&T VISA	6,521.70	20,060.26	(13,538.56)	(67.5)%
Total Credit Cards	6,521.70	20,060.26	(13,538.56)	(67.5)%
Other Current Liabilities				
2700-14 Deferred Rev CREP 21/23	140,574.36	297,023.00	(156,448.64)	(52.7)%
1301 · Right of use liability	1,704.00	1,704.00	0.00	0.0%
2005-00 · Adjusting Accounts Payable				
2005-03 · Employee Paid Insurance				
2005-30 · Pre-Tax Health Ins Deduction	(72.84)	(1,114.88)	1,042.04	93.5%
2005-33 · Post-Tax Life Ins Deduction	4,251.68	1,333.63	2,918.05	218.8%
2005-34 · Employee Paid HSA	2,307.60	0.00	2,307.60	100.0%
2005-03 · Employee Paid Insurance - Other	(2,967.26)	(296.98)	(2,670.28)	(899.1)%
Total 2005-03 · Employee Paid Insurance	3,519.18	(78.23)	3,597.41	4,598.5%
Total 2005-00 · Adjusting Accounts Payable	3,519.18	(78.23)	3,597.41	4,598.5%
2100-00 · Payroll Vacation Liabilities				
2100-03 · PACD Hbg Staff Accrued Vacation	33,568.08	32,360.26	1,207.82	3.7%

PA Association of Conservation Districts, Inc.

Balance Sheet Prev Year Comparison

As of August 31, 2024

	Aug 31, 24	Aug 31, 23	\$ Change	% Change
2100-16 · TAG Staff Accrued Vacation	26,005.37	23,076.00	2,929.37	12.7%
2100-23 · CP staff accrued pto	5,445.32	0.00	5,445.32	100.0%
2100-00 · Payroll Vacation Liabilities - Other	146.55	146.55	0.00	0.0%
Total 2100-00 · Payroll Vacation Liabilities	65,165.32	55,582.81	9,582.51	17.2%
2110-03 · PACD Accrued Payroll	19,155.92	19,155.92	0.00	0.0%
2400-00 · Payroll Taxes Withheld (Federal, State & Local Taxes)	(255.39)	0.00	(255.39)	(100.0)%
2401-00 · Other Withholding (Emp Contributions for Benefit)				
2401-13 · 401k Withheld	(141.95)	0.00	(141.95)	(100.0)%
Total 2401-00 · Other Withholding (Emp Contributions for Benefit)	(141.95)	0.00	(141.95)	(100.0)%
2700-85 · Deferred Revenue-DCNR Buffer GR				
2701-86 · 2019 DCNR Buffer Grant WC				
2703-86 · 2019 Sub-Grant Award	(58,818.64)	2,778.25	(61,596.89)	(2,217.1)%
2701-86 · 2019 DCNR Buffer Grant WC - Other	70,456.00	70,456.00	0.00	0.0%
Total 2701-86 · 2019 DCNR Buffer Grant WC	11,637.36	73,234.25	(61,596.89)	(84.1)%
2700-85 · Deferred Revenue-DCNR Buffer GR - Other	(18,190.25)	(2,777.62)	(15,412.63)	(554.9)%
Total 2700-85 · Deferred Revenue-DCNR Buffer GR	(6,552.89)	70,456.63	(77,009.52)	(109.3)%
2700-90 · Deferred Revenue-NACD Employee				
2703-90 · NACD Employee-Working Capital	35,820.87	30,363.68	5,457.19	18.0%
2700-90 · Deferred Revenue-NACD Employee - Other	76,995.00	28,528.50	48,466.50	169.9%
Total 2700-90 · Deferred Revenue-NACD Employee	112,815.87	58,892.18	53,923.69	91.6%
2700 · Deffered Paypal Income-JAC	6,768.00	6,768.00	0.00	0.0%
2706-00 · Deffered Revenue Lawn Conversi	23,272.17	50,000.00	(26,727.83)	(53.5)%
2716-00 · Deffered Revenue from TAG				
2716-61 · Growing Greener TAG Wkng. Cap.	11,633.69	187,972.50	(176,338.81)	(93.8)%
Total 2716-00 · Deffered Revenue from TAG	11,633.69	187,972.50	(176,338.81)	(93.8)%
2741-00 · Deffered Rev-COPO Working Cap	0.22	0.22	0.00	0.0%
2791-00 · Deffered Ag Plan Reimbursement	1,711.42	100,605.37	(98,893.95)	(98.3)%
2800-02 · Deffered Revenue 319	19,696.82	73,191.06	(53,494.24)	(73.1)%
2800-14 · CREP Payable				
2801-71 · Grant Income GG1 07/10				
2811-71 · Working Capital CREP 07/10 GG1	0.29	0.29	0.00	0.0%
Total 2801-71 · Grant Income GG1 07/10	0.29	0.29	0.00	0.0%
2802-14 · Interest Income (Deffered Inc)	55.00	55.00	0.00	0.0%
2803-14 · Cost Share Paid Original	97,954.50	7,559.33	90,395.17	1,195.8%
2803-34 · Cost Share Paid CREP Ohio	(18,088.00)	0.00	(18,088.00)	(100.0)%
2803-44 · Cost Share Paid CREPChesapeake	(75,980.05)	0.00	(75,980.05)	(100.0)%
2806-14 · Bank Charges (Deffered Inc)	(12.00)	(12.00)	0.00	0.0%
2800-14 · CREP Payable - Other	(0.32)	(0.32)	0.00	0.0%
Total 2800-14 · CREP Payable	3,929.42	7,602.30	(3,672.88)	(48.3)%
Total Other Current Liabilities	402,996.16	928,875.76	(525,879.60)	(56.6)%
Total Current Liabilities	454,989.50	1,015,893.50	(560,904.00)	(55.2)%
Long Term Liabilities				
1302 · Right of use long term liabilit	2,186.00	2,186.00	0.00	0.0%
Total Long Term Liabilities	2,186.00	2,186.00	0.00	0.0%
Total Liabilities	457,175.50	1,018,079.50	(560,904.00)	(55.1)%
Equity				
3400-00 · Unrestricted Operating				
3400-01 · PACD Reserve	(6,810.00)	41,000.00	(47,810.00)	(116.6)%
3400-00 · Unrestricted Operating - Other	400,054.76	352,244.76	47,810.00	13.6%
Total 3400-00 · Unrestricted Operating	393,244.76	393,244.76	0.00	0.0%
3400-02 · Unrstrct Brd Designated Cap Fund	44,098.00	44,098.00	0.00	0.0%
3450-00 · Unrestricted- Fixed Assets	470,737.39	470,737.39	0.00	0.0%
3900-00 · Retained Earnings	388,936.97	497,255.78	(108,318.81)	(21.8)%
Net Income	(92,066.11)	(127,806.92)	35,740.81	28.0%
Total Equity	1,204,951.01	1,277,529.01	(72,578.00)	(5.7)%
TOTAL LIABILITIES & EQUITY	1,662,126.51	2,295,608.51	(633,482.00)	(27.6)%

PA Association of Conservation Districts, Inc
Profit & Loss Budget Performance with % & \$
Difference
July-August 2024

	<u>Jul - Aug 24</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
4000-00 · Grant/Contract	71,547.90	83,333.40	(11,785.50)	85.86%	3,309,605.00
4001-00 · District Dues Invoiced	168,490.00	168,490.00	0.00	100.0%	168,490.00
4001-03 · Rental Income for Overhead	1,089.76	0.00	1,089.76	100.0%	17,866.70
4004-00 · Admin Fees	2,144.34	0.00	2,144.34	100.0%	120,000.00
4200-65 · CPESC Trainings	0.00	0.00	0.00	0.0%	500.00
4263-00 · JAC Income	7,168.00	20,250.00	(13,082.00)	35.4%	20,250.00
4300-00 · Interest	452.62	1,339.40	(886.78)	33.79%	8,036.00
4400-00 · Miscellaneous	1,750.00	0.00	1,750.00	100.0%	10,000.00
4500-00 · Donations/Contributions	0.00	0.00	0.00	0.0%	500.00
Total Income	252,642.62	273,412.80	(20,770.18)	92.4%	3,655,247.70
Gross Profit	252,642.62	273,412.80	(20,770.18)	92.4%	3,655,247.70
Expense					
5000-00 · Project Wages	164,234.56	204,787.77	(40,553.21)	80.2%	1,164,969.52
5001-00 · Benefit Wages	26,316.96	34,834.82	(8,517.86)	75.55%	188,256.52
5001-05 · HSA ER Contribution (HR ER contribution)	1,538.40				
5002-00 · Admin Wages	6,553.36	7,133.40	(580.04)	91.87%	42,800.00
5004-75 · CD Staff Payments to Districts	0.00	0.00	0.00	0.0%	382,306.00
5060-00 · PACD Auxiliary Expenses	250.00				
5100-00 · 401k	15,738.99	21,824.30	(6,085.31)	72.12%	119,168.00
5110-00 · Health Insurance	28,948.88	34,342.16	(5,393.28)	84.3%	206,048.96
5115-00 · Life & Disability Insurance	1,631.15	2,336.00	(704.85)	69.83%	14,015.90
5140-00 · Payroll Taxes SUTA	93.78	396.70	(302.92)	23.64%	4,527.92
5150-00 · FICA (SS/Medicare)	15,765.45	20,935.35	(5,169.90)	75.31%	110,338.72
5180-00 · Education and Training	10.00	0.00	10.00	100.0%	2,000.00
5200-00 · Travel	7,697.91	9,416.92	(1,719.01)	81.75%	62,974.92
5200-90 · NACD Employee Travel	1,168.67	5,000.00	(3,831.33)	23.37%	20,000.00
5300-00 · Office Supplies	202.30	2,749.20	(2,546.90)	7.36%	20,494.00
5302-00 · Equipment	4,354.71	0.00	4,354.71	100.0%	6,250.00
5303-00 · Field Supplies	0.00	0.00	0.00	0.0%	6,798.00
5400-00 · Postage	83.88	156.80	(72.92)	53.5%	940.00
5500-00 · Rent	1,089.76	1,200.00	(110.24)	90.81%	7,200.00
5501-00 · Electric	543.92	1,413.40	(869.48)	38.48%	8,480.00
5505-00 · Janitorial	265.00	413.40	(148.40)	64.1%	2,480.00
5508-00 · HVAC Maintenance	0.00	300.00	(300.00)	0.0%	600.00
5509-00 · Condo Fees-5925 Stevenson Ave	1,163.60	3,002.70	(1,839.10)	38.75%	18,016.00
5510-00 · Payroll Service	888.95	1,880.20	(991.25)	47.28%	11,281.20
5516-00 · Fees/License	125.00	0.00	125.00	100.0%	600.00
5520-00 · Telephone/Fax	996.46	1,445.80	(449.34)	68.92%	8,675.00
5525-00 · Taxes	88.40	88.25	0.15	100.17%	353.00
5530-00 · Photocopier	718.17	940.00	(221.83)	76.4%	5,640.00
5540-00 · Insurance	781.20	2,500.00	(1,718.80)	31.25%	15,500.00
5560-00 · Audit	4,000.00	4,000.00	0.00	100.0%	14,491.00
5570-00 · Computer Service	1,105.00	833.40	271.60	132.59%	5,000.00
5580-00 · Bank Charges	131.52	100.00	31.52	131.52%	100.00
5600-00 · Administrative Charges	73.12	7,156.80	(7,083.68)	1.02%	42,941.00
5700-00 · Print Material	0.00	0.00	0.00	0.0%	0.00
5715-00 · Awards	50.00	400.00	(350.00)	12.5%	400.00
5720-00 · Mini-Projects	13,286.56	106,667.40	(93,380.84)	12.46%	699,132.00
5720-96 · Lawn Conversion (Mini Project)	24,141.48	5,833.40	18,308.08	413.85%	35,000.00
5725-00 · Workshops	1,519.27	70,000.00	(68,480.73)	2.17%	267,284.04
5725-96 · Lawn Conversion Training	0.00	0.00	0.00	0.0%	0.00
5730-00 · Marketing	0.00	583.40	(583.40)	0.0%	3,500.00
5750-00 · Education/Training	110.66	0.00	110.66	100.0%	4,000.00

5760-00 · Web Site & E-mail Hosting	613.17	1,010.00	(396.83)	60.71%	6,060.00
5800-00 · Contractual Services	14,038.72	0.00	14,038.72	100.0%	115,000.00
5860-00 · Depreciation Expense	2,120.00	2,120.90	(0.90)	99.96%	12,725.00
6100-00 · Meeting	0.00	0.00	0.00	0.0%	600.00
6163-00 · JAC Expenses	1,647.27	15,351.00	(13,703.73)	10.73%	15,351.00
6300-03 · NACD	0.00	0.00	0.00	0.0%	1,300.00
6400-00 · Contributions	0.00	25.00	(25.00)	0.0%	150.00
6500-03 · Dues & Subscriptions	600.00	1,050.00	(450.00)	57.14%	1,150.00
6710-00 · Committees	0.00	200.00	(200.00)	0.0%	200.00
7300-00 · Legal & Professional	22.50	150.00	(127.50)	15.0%	150.00
Total Expense	344,708.73	572,578.47	(227,869.74)	60.2%	3,655,247.70
Net Ordinary Income	(92,066.11)	(299,165.67)	207,099.56	30.77%	0.00
Other Income/Expense					
Other Expense					
7400-00 · Misc Expense	0.00	0.00	0.00	0.0%	0.00
Total Other Expense	0.00	0.00	0.00	0.0%	0.00
Net Other Income	0.00	0.00	0.00	0.0%	0.00
Net Income	(92,066.11)	(299,165.67)	207,099.56	30.77%	0.00