



LANCASTER COUNTY CONSERVATION DISTRICT MONTHLY BOARD MEETING AGENDA

Wednesday, December 4, 2024

Lancaster Farm & Home Center

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

Business Meeting 7:30 pm

Timer

7:30	Invocation – Gordon Hoover Call to Order, Chairwoman, Sonia Wasco Welcome & Introductions – Sonia Wasco Additions to the Agenda – Christopher Thompson Public Comment: Survey media/guests: Agenda items of interest – Sonia Wasco	
	<u>Page #</u>	
7:40	I. <u>Agency Reports</u>	
	1. USDA, NRCS (attachment).....	1
	2. PA DEP Field Rep Report (day of packet)	-
7:45	II. <u>*Consent Agenda</u>	
	1. Meeting Minutes (attachment).....	3
	2. Technical Assistance Requests/Cancellations (attachment)	7
	3. Nutrient Management Plan Approval (attachment).....	7
	4. Conservation Plans Acknowledgement (attachment)	8
7:50	III. <u>Additional Business</u>	
	1. Items Removed from Consent Agenda	
	2. Treasurer’s Report – Hertz (attachment)	9
	*3. Personnel Committee Report/Request to Advertise – Zimmerman (attachment).....	12
	*4. Ag Committee Report – ACAP Updates – Lutz/Bitting (attachment).....	12
	*5. Watershed Committee Report – Shaw/Goldsmith (attachment).....	13
8:20	IV. <u>Reports & Information</u>	
	1. Correspondence, News, and Updates – Thompson	
	2. E&S/NPDES Monthly Projects Report – Stern (day of packet)	-
	3. Extra Give Update – Gregory (day of packet)	14
	4. PACD/SCC Winter Meeting Registration – Thompson (attachment)	15
	5. Annual Planning and Board Meeting – Gregory (attachment)	16
8:50	V. <u>Additional Public Comment</u>	
9:00	VI. <u>Adjourn</u>	

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

Dates to Remember:

12/4, 6 pm Exelon Project Ranking	1/20, Office Closed for Martin Luther King Holiday
12/24 & 25, Office Closed for Christmas Holiday	1/30, 10 am – 12 noon PACD Winter Meeting (Virtual)
1/1/25, Office Closed for New Year’s Day	1/22, Annual Planning Meeting 11:30 am
1/4-11, 2025 109 th PA Farm Show	

NEXT MEETING DATE: Wednesday, January 22, 2024, 1:30 pm
At the Lancaster County Farm & Home Center

***Action Required**



Activity Report to LCCD Board of Directors November 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*:

FY24 Total (#)	FY24 Total (Ac)	FY25 Mo. Total (#)	FY25 Mo. Total (Ac)	FY25 Total (#)	FY25 Total (Ac)
52	2,143.4	0	0	0	0

*SEE "ACKNOWLEDGMENT OF CONSERVATION PLANS" REPORT

Conservation Practice Installation Activities*:

Practice Code & Name	FY24 Total	FY25 Mo. Total	FY25 Total
313 – Waste Storage Facility (no)	16	2	3
362 – Diversion (ft)	2,847	-	-
367 – Roofs & Covers (no)	5	2	3
382 – Fence (ft)	23,260	-	240
412 – Grassed Waterway (ac)	9.01	0.1	1.9
516 – Livestock Pipeline (ft)	1,548	-	-
561 – Heavy Use Area Protection (sq ft)	28,364	1,656	2,256
575 – Trails & Walkways (ft)	2,389	862	862
578 – Stream Crossings (no)	6	1	1
600 – Terraces (ft)	4,209	-	-
614 – Watering Facility	8	-	-
620 – Underground Outlet (ft)	7,538	510	780
634 – Waste Transfer System (no)	10	-	-
327 – CREP Conservation Cover (ac)	6.91	-	-
391 – CREP Riparian Forest Buffer (ac)	38.5	5.81	5.81
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	FY24 Total (#)	FY24 Total (\$)	FY25 Total (#)	FY25 Total (\$)
EQIP/AMA	9	\$930,145	-	-
EQIP IRA	28	\$1,882,991	-	-
CSP	2	\$42,023	-	-
CSP IRA	2	\$83,459	-	-
RCP	8	\$1,655,281	-	-
TOTAL	49	\$4,593,929	-	-

- Financial Assistance Payments:

Program	FY24 Total (\$)	FY25 Mo. Total (\$)	FY25 Total (\$)
ALL PROGRAMS	\$2,371,782.02	\$250,473.68	\$373,151.84

Conservation Easement Program Activities (ACEP):

- Agricultural Land Easement (ALE) Acquisition Activities:

Program/Activity	FY24 Total (#)	FY24 Total (ac)	FY25 Total (#)	FY25 Total (ac)
ALE Easement Requests	-	-	-	-
ALE Easement Closings	-	-	-	-

- Easement Annual Monitoring Activities

Program/Activity	FY24 Total (#)	FY25 Total (#)
GRP Monitoring - Offsite	1	-
GRP Monitoring - Onsite	0	-
WRP/WRE Monitoring - Offsite	6	-
WRP/WRE Monitoring - Onsite	5	-
FRPP/ALE Monitoring - Onsite	4	-

Conservation Reserve Enhancement Program Activities (CREP):

- Approved Plans:

	FY24 Total (#)	FY24 Total (Ac)	FY25 Total (#)	FY25 Total (Ac)
New	11	66.27	-	-
Re-enrollments	7	76.66	-	-

Notable Meetings & Trainings:

- 11/12 - Conduct and Discipline Supervisory Training, Virtual (Grove)
- 11/13 - Active Assailant Training, Lancaster (Walker)
- 11/13 - NRCS Philly Urban Farm Tour & Mixer, Philadelphia (Alicea Hernandez)
- 11/14 - New Planner Pasture Training, Lancaster (Alicea Hernandez, Brough, Martinez, Morris)
- 11/15 - SE New Planner RUSLE2 Training, Lancaster (Myers)
- 11/19-21 - Intro to Conservation Planning, Lebanon (Brough & Morris)

Respectfully Submitted,



Heather L. Grove
District Conservationist

Item II.1
LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
November 6, 2024

The 870th 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 November 6, 2024, at 7:30 p.m.

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

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

The following District Staff were present: Chris Thompson, Adam Stern, Stacey Hertz, Matt Kofroth, Kevin Lutz.

The following Cooperating Agency representatives were present: Heather Grove, USDA-NRCS; and Chaz Heberlig, DEP Field Representative; Allyson Gibson, Clean Water Partners.

The following visitors were present: None present.

Chairwoman Sonia Wasco called the meeting to order at 7:30 PM. Sonia welcomed everyone both in person and on Zoom.

Bob Shearer provided the invocation for the meeting.

Introductions: No Introductions.

Additions to the Agenda:

Adam Stern reminded everyone that the meeting was being recorded.

An opportunity was given for public comment: No Comments.

I. Agency Reports

1. USDA, NRCS

Heather Grove reported that they started their new fiscal year and there are no additions to their provided report.

2. PA DEP Field Rep Report

Chaz Heberlig highlighted items in the printed Field Rep Report. The Larson Design Group – Technical Assistance Program, and the Spotted Lanternfly Program Grants application period. Also reminded everyone about the PAG-02 General Permit Renewal for Chapter 102. He highlighted some courses and options through Clean Water Academy. Chris commented that LCCD doesn't qualify for the Larson Design Group, but we are able to provide input.

II. Consent Agenda

There are no additions to the agenda, but there is an amendment to the minutes of the October 2, 2024 Board meeting item III.1 the sentence reading "Roger Rohrer motioned to have a planning meeting followed by a lunch starting at noon" will be amended to read "Roger Rohrer motioned to have a planning meeting following a lunch starting at noon." Roger Rohrer moved to accept the consent agenda with this amendment, and seconded by Herb Kreider. The motion passed unanimously.

#1 – Minutes of October 2, 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	TITLE	TOWNSHIP	SIZE	ASSISTANCE
None				

**Item II.3
Requests for Nutrient Management Plan Approval (Lutz)
October 2024 Activity
November 6, 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 #
Garrett Weaver	West Lampeter	Poultry	CAFO/VAO	0.46	Brodbar	484
David J. Smucker	Caernarvon	Dairy	CAO	2.56	Heigel	11
Seth Heisey	Manor	Layer	CAO	132.48	Reuter	3029
Cocalico Biologicals	East Cocalico	Rabbits	VAO	1.97	Long (Lebanon Co.)	231
Elam Fisher	Salisbury	Dairy	CAO	2.39	Brodbar	2222
David H. Martin	Little Britain	Swine/Pullet	CAFO/CAO	3.73	Adams	9
Elijah & David Lapp	Salisbury	Broiler	CAO	120.97	Brodbar	2477
Alvin Beiler	Strasburg	Dairy	CAO	2.74	Brodbar	933
Eli M. Stoltzfus	Colerain	Cow/Calf	CAO	5.27	Reuter	108
Kevin & Duane Nolt	Rapho	Swine	CAO	574.16	Riebling	297
Dennis R. Martin	Brecknock	Broiler	CAO	242.91	Heigel	293
Cody Martin	Manor	Layer	CAO	253.53	Reuter	3040
Kerek Musser	Rapho	Layer	CAFO/CAO	4.71	Riebling	98

**NMP Update Report to Lancaster County Conservation District Board of Directors
August and September 2024 Activity
October 2, 2024**

NMP Name	Municipality	Plan Update Submission Date	Original NMP Approval Date	Planner¹	Species²	AEUs	Regulated Operation Type³	Date Plan Acknowledgement Letter Sent	Reason for Update
Glenn & Joel Martin	Penn	8/12/2024	12/7/2022	William Rogers	Ducks	212.90	VAO CAFO	10/11/2024	Yearly Plan Submissions Update
Scattered Acres Inc.	West Cocalico	10/3/2024	10/4/2023	Britton Hartzok	Dairy	1306.2	CAO CAFO	10/21/2024	Simple Update

Item II.4
Acknowledgment of Conservation Plans (Lutz)
The Lancaster NRCS Field Office recommends the following plans for the
October 2, 2024 Board Meeting:
NATURAL RESOURCES CONSERVATION SERVICE

Conservation Plans	Number of Plans	Planner	Township
None			

LCCD AG EROSION & SEDIMENTATION PLANS

Conservation Plans	Number of Plans	Planner	Township
Leighann McGovern	1	Josh Pullen	Little Britain
Josh Martin	1	Brady Bosworth	Warwick

III. Additional Business

1. Items removed from Agenda

No items were removed from the Agenda.

2. Treasurer’s Report

Stacy Hertz reported that the Raymond James current value as of 10/28/2024 is \$812,000, today it is at a 8.6% gain at \$815,000. She created a new invest account to transfer the 2024-25 ACAP Funds to it’s own account. Chris clarified that for the ACAP funds there won’t be projects coming in for approval until at least January. The trasurer’s report was filed subject to audit.

3. Budget & Finance Committee/Budget Presentation

Matt Kofroth highlighted the 2025 draft Budget, there was one wording change on the 2023 revenue and expenses were “actual amounts” and not budgeted totals. Gordon Hoover moved to accept the draft Budget, seconded by Kent Weaver. The motion passed unanimously.

4. Personnel Committee – Parental Leave Benefit

Dan Zimmerman stated no comments or questions have been received for the new paid Parental Leave benefit. Herb Kreider moved to approve the Parent Leave Benefit as presented, seconded by Deryk Shaw. The motion passed unanimously.

5. Ag Committee Report

Kevin Lutz requested a “well set-back” waiver for Bryan Zeiset who would like to construct Manure Storage within 100 feet of a private drinking well. Roger Rohrer moved to accept the waiver request, seconded by Gordon Hoover. The motion passed unanimously.

Kevin also presented a request to purchase a vehicle with two different options. A 2021 Ford Ranger for \$28,900 or a new 2024 Ford Ranger for \$38,2525 for ACAP use. Herb Kreider moved to accept the proposal as stated, seconded by Gordon Hoover. The motion passed unanimously.

6. 2025 E&S Permit Review and Fee Schedule Approval

Adam Stern highlighted the proposed fee scheduled to go into effect 1/1/2025. Roger Rohrer moved to accept the fee scheduled, seconded by Deryk Shaw. There were some questions and discussions regarding how often the schedule gets updated, and how we are not the “highest” district. The motion passed unanimously.

7. PennVest – Elam Beiler/Approval to Fund

Chris Thompson reviewed the Elam Beiler project at 208 Rosedale Rd in Christiana, PA for the Board that they approved acting as the funding sponsor last spring.

The project includes the construction of various manure management and manure storage facilities, waste transfer lines, a roofed heavy use area, animal walkways, roofing and gutters, access ways, infiltration beds, streambank fencing, various other improvements and facilities, as well as the decommissioning of an under barn storage. Pennsylvania Infrastructure Investment Authority approved funding for the project in the form of a “Principle Forgiveness” award of \$1,063,000. An administrative fee for the District of approximately \$10,639 is expected. This is the third and final review for the Board and construction is expected to begin this spring, 2025.

Roger Rohrer moved to approve sponsoring the funding proposal for Mr. Beiler and to authorize District Officers, Chairman Wasco and Treasurer/Secretary Weaver, as signers. Geoff Rohrer seconded the motion and the motion passed unanimously.

IV. Reports/Information

1. Correspondence, News and Updates – Reviewed by Chris

- Chambers Ag Industry Banquet Invite
- 319 Press Event with EPA & DEP

2. E&S/NPDES Monthly Projects Report

Adam Stern reported that the total plan submission will be larger than the previous year because of the requested NPDES renewals. He also reported that 464 letters were sent out in August, 133 have requested a renewal or terminated their project’s permit.

3. Conservation Foundation Report – CWP – Biannual Review

Allyson Gibson reported on the shared goals of Clean and Clear Water in Lancaster County by 2040. She highlighted what has been working so far and the results of that work, such as the Chesapeake Bay report card. Allyson also discussed the different grants they are doing work for the District, such as CAP and ARPA. There were additional discussions related to grants and where they come from.

4. PACD South Central Director’s Meeting Report

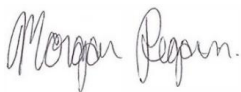
Sonia Wasco highlighted the 2025 Joint Annual Conference in July and where it is going to be located.

V. Additional Public Comment:

VI. Meeting Adjourned

Sonia Wasco adjourned the meeting at 9:03 pm.

Respectfully submitted,



Morgan Regan
E&S Administrative Support Specialist

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

APPLICANT	TITLE	TOWNSHIP	SIZE	ASSISTANCE
None				

**Item II.3
Requests for Nutrient Management Plan Approval (Lutz)
November 2024 Activity
December 4, 2024 Board Meeting**

To: The Lancaster County Conservation Board of Directors Nutrient Management Plan Review Committee:
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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 #
Coby and Wayne King	Eden	Beef, Horses	CAO	4.16	Reuter	2157
Joel Hurst - Pigtail Acres, LLC	Clay	Swine	CAFO/CAO	18.22	Bosworth	322
Amos K. Stoltzfus	Elizabeth	Layer	CAO	4.91	Carly Seldow (Bucks Co.)	278
Kenneth & Laurie Leed	Penn	Broiler	CAO	93.9	Riebling	204

NMP Update Report to Lancaster County CD Board of Directors

Technician:

Date

Range: Oct-24 Nov-24

NMP Name	Municipality	Plan Update Submission Date	Original NMP Approval Date	Planner ¹	Species ²	AEUs	Regulated Operation Type ³	Date Plan Acknowledgement Letter Sent	Reason for Update
Shelmar Acres, LLC	East Donegal	10/30/2024	10/2/2024	Britton Hartzok	Swine/ Beef	1620.97	CAO CAFO	11/4/2024	Simple Update
Sam Stoltzfus	Upper Leacock	11/15/2024	10/2/2024	Bill Rogers	Dairy/Layers	134.95	CAO	11/22/2024	Simple Update

Nutrient Management Plan Transfer for Board Acknowledgement:

**November 2024 Activity
December 4, 2024 Board Meeting**

OWNER	Proposed Transfer Date	Township	Operation	Designation	AEU's/Acre	Reviewer	Plan #
John Zook to Levi Stoltzfus	December 1, 2024	Sadsbury	Dairy	CAO	2.98	Lutz	1372
Scott Gochenaur to Dutchland Farms	December 1, 2024	Mount Joy	Layers	CAO/CAFO	370.52	Lutz	295

Item II.4

Acknowledgment of Conservation Plans (Lutz)

**The Lancaster NRCS Field Office recommends the following plans for the
December 4, 2024 Board Meeting:**

NATURAL RESOURCES CONSERVATION SERVICE

Conservation Plans	Number of Plans	Planner	Township
None			

LCCD AG EROSION & SEDIMENTATION PLANS

Conservation Plans	Number of Plans	Planner	Township
Simeon Musser	1	Matt Schavnis	East Cocalico
Benuel L. Fisher	1	Jason Reuter	Leacock
Paul Keagy	1	Josh Pullen	Manor
Alex Shekart	1	Josh Pullen	Manor
John Leid	1	Jason Reuter	Earl
Ben K. Fisher	1	Josh Pullen	Upper Leacock

Item III.2
Lancaster County Conservation District
Balance Sheet
 As of November 22, 2024

ASSETS

Dst Accts	
District General Fund	
1001 · General Fund INVEST	802,156.98
1015 · General Fund Citizens	76,206.54
Total District General Fund	<u>878,363.52</u>
Raymond James/Fulton Advisors	
Investment Unrealized Gain/Loss	69,693.88
Raymond James/Fulton Advisors - Other	750,000.00
Total Raymond James/Fulton Advisors	<u>819,693.88</u>
E & S	
1002 · E & S - A	680,271.46
1005 · Clean Water - R	390,755.36
Total E & S	<u>1,071,026.82</u>
1003 · Youth Conservation School - C	1,045.72
1006 · Separation - A	38,827.42
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	1,196.67
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	64,021.80
1007 · Reserve - Other	265,634.62
Total 1007 · Reserve	<u>519,749.95</u>
1008 · Scholarship - C	
Bond Unrealized Gain/Loss - C	-3,320.32
Scholarship Bonds - C	35,000.00
1008 · Scholarship - C - Other	4,646.43
Total 1008 · Scholarship - C	<u>36,326.11</u>
1009 · Dirt & Gravel Roads - R	237,699.67
1013 - Exelon - R	976,618.81
1014 - Low Volume Roads - R	309,882.91
1115 · Conservation Excellence - R	636,935.56
1117 · Chesapeake Bay Action Plan - R	66.34
1118 · American Rescue Plan Act	1,489,753.59
1119 · Agriculture Conservation Assist	6,763,950.02
1120 · CAP 2024	975,705.26
1121 · ARPA 2024	136,671.52
1122 · SCC ACAP 24/25	2,062,524.00
1017 · Self-Funded Health Insurance -R	115,361.32
TOTAL ASSETS	<u><u>17,070,202.42</u></u>

\$716,220.81	General Operations - U
\$66,728.91	Grants without bank account - R
\$56,980.45	Activities Account - A
\$38,433.35	Tree Fundraiser Account - U
\$878,363.52	TOTAL

Fulton Advisors	Fulton + INVEST
Funds Invested	Balance
5/2/2022	11/22/2024
350,000	1,030,271.46
	<u>390,755.36</u>
	1,421,026.82
25,000	26,045.72
25,000	63,827.42
25,000	26,317.7
50,000	51,196.7
25,000	71,869.7
100,000	164,021.8
125,000	390,634.6
25,000	61,326.11
750,000	Initial Investment
819,694	Current value
9.3%	ITD Gain/Loss

\$1,605,194.66	A - Assigned Funds
\$87,371.83	C - Committed Funds
\$14,162,653.27	R - Restricted Funds
\$1,214,982.66	U - Unassigned Funds
\$17,070,202.42	TOTAL

Lancaster County Conservation District
Balance Sheet
As of November 22, 2024

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2200 · YCS Liability 26,045.72

2016 · Health Insurance Liability 114,580.54

Total Other Current Liabilities 140,626.26

Total Current Liabilities 140,626.26

Total Liabilities 140,626.26

Equity

3000 · Opening Bal Equity 893,610.68

3900 · Retained Earnings 12,039,140.88

Net Income 3,996,824.60

Total Equity 16,929,576.16

TOTAL LIABILITIES & EQUITY 17,070,202.42

Lancaster County Conservation District
Income and Expenses
 January 1 through November 22, 2024

	General Operations	E&S	Activities & Tree Sale	Grants	Scholarship	Separation/ Reserve	Jan 1 - Nov 22, 24	Budget	\$ Over Budget
Income									
520 · County Funding	270,416.67						270,416.67	263,861.13	6,555.54
530 · Program Contracts	1,683,874.71	29,724.74					1,713,599.45	1,874,278.00	-160,678.55
560 · Grant Administration	799,594.89			19,014.56			818,609.45	1,185,291.33	-366,681.88
570 · Grant Project Income				11,525,000.82			11,525,000.82	8,400,000.00	3,125,000.82
580 · Fee / Reimbursement Income	9,757.00		11,550.00				21,307.00	4,919.44	16,387.56
581 · E&S102 Review Fees		597,500.00					597,500.00	572,444.44	25,055.56
582 · NPDES Permit Fees		174,000.00					174,000.00	76,027.77	97,972.23
590 · Interest Income	32,994.68	47,161.96		497,254.55	1,375.41	26,430.85	605,217.45	27,727.77	577,489.68
540 · Activity Income			9,455.00		4,375.00		13,830.00	10,000.00	3,830.00
585 · Tree Sales Income	3,929.30		35,100.36				39,029.66	50,000.00	-10,970.34
595 · Other Income	2,318.31	406.00	250.00	2,589.22	250.00	46,197.40	52,010.93	0.00	52,010.93
599R · Interfund Transfer In						6,201.00	6,201.00	0.00	6,201.00
Total Income	2,802,885.56	848,792.70	56,355.36	12,043,859.15	6,000.41	78,829.25	15,836,722.43	12,464,549.88	3,372,172.55
Gross Profit							15,836,722.43	12,464,549.88	3,372,172.55
Expense									
7100 · Staff Salary	1,819,452.01	515,365.60		225,461.94			2,560,279.55	2,711,065.01	-150,785.46
710 · All Emp Benefits	496,838.39	126,779.53	3,673.18	48,825.27			676,116.37	824,463.10	-148,346.73
720 · Vehicle & Travel Expenses	27,910.01	3,275.21	229.14	7,603.57			39,017.93	76,922.26	-37,904.33
722 · Meeting Expenses	12,024.88	3,075.23	373.21	1,079.00	59.53	90.00	16,701.85	22,361.15	-5,659.30
730 · Supplies	12,177.40	331.51	1,057.57	1,009.49		99.00	14,674.97	14,087.53	587.44
735 · IT - Communication	25,406.39	4,867.50		2,327.50			32,601.39	29,069.49	3,531.90
740 · Postage	2,238.62	1,575.91	211.46	181.28			4,207.27	6,261.13	-2,053.86
745 · Office Rent	70,186.31	20,770.17		8,606.28			99,562.76	100,063.32	-500.56
750 · Equipment	13,029.75	11,944.21		195.96		7,854.93	33,024.85	31,126.69	1,898.16
830 - Administrative	71,607.30	70.00	2,139.29	1,201.48			75,018.07	5,724.44	69,293.63
810 · Activity Expenses			45,999.09		4,000.00		49,999.09	50,000.00	-0.91
820 · Grant Project Expenses	275.00			8,231,552.21			8,231,827.21	8,400,000.00	-168,172.79
805 · Allocated Cost Transfer	(19,686.52)	15,840.92		3,845.60			0.00	105,458.83	-105,458.83
890 · Miscellaneous Expenses	965.52			(300.00)			665.52	0.00	665.52
899E · Interfund Transfer Out	6,201.00						6,201.00	0.00	6,201.00
Total Expense	2,538,626.06	703,895.79	53,682.94	8,531,589.58	4,059.53	8,043.93	11,839,897.83	12,376,602.95	-536,705.12
Net Income	264,259.50	144,896.91	2,672.42	3,512,269.57	1,940.88	70,785.32	3,996,824.60	87,946.93	3,908,877.67

Item III.3 District Summer Intern

The District's Education and Watershed programs request approval to advertise and interview candidates for a summer intern. The summer intern will assist the District's Watershed program with water monitoring, fishery surveys, restoration projects, and buffer maintenance. The summer intern will assist the Education program with teacher professional development, public education programs, and Youth Conservation School.

The Watershed Specialist and Education and Operations Coordinator recommend an hourly increase from \$14/hr to \$15/hr to support the successful program and attract qualified candidates. This adjustment will be reviewed by the Personnel Committee prior to the board meeting.

➤ **Summer Intern**

- Cost \$15/hour – 5 days/week, 7.5 hours/day
- Posting 1/13/24 – 2/21/24
- Ranking 2/24/24 – 3/7/24
- Interviews 3/10/24 – 3/21/24
- Candidate board approval – 4/2/24
- Dates of employment – 5/12/24 – 8/1/24

***Action Required**

Item III.4 Agriculture Conservation Assistance Program (ACAP) Update

The Pennsylvania Agriculture Conservation Assistance Program (ACAP) was originally created as a part of the FY 2022-23 General Fund State Budget. The purpose of the ACAP program is to assist farmers and landowners in the design and installation of agricultural conservation BMPs that will reduce or prevent nutrient and sediment losses from their farms and improve water quality and soil health across the Commonwealth. The FY 2024-25 State Budget included a line item to provide additional funds for the ACAP program. It is anticipated this line item will continue to be funded in future state budgets.

On September 10th, the SCC formally approved the ACAP allocations for FY 2024-25. As with the original funds, the SCC's apportionment criteria considered agriculturally impaired stream miles, number of cropland acres, number of farms, number of livestock and poultry. LCCD's share of the apportionment is \$4,125,048.00. The ACAP program allows for up to 4% administration and 16% technical assistance of the allocation meaning that \$3,300,000 will be available for BMP implementation. These funds need to be spent by the end of 2026 similar to the original amount. The District received 50% of these funds on October 31st as stated at our November board meeting.

The original allocation of \$15.5 million spread over 3 years was sufficient to open the entire amount to 3rd party consultants. We have evaluated the District-designed project numbers and expenses for the original allocation as well as the project numbers and estimated expenses

currently under design. In effort to ensure there are sufficient funds for these projects and the ability to justify our requests for administration and technical assistance funds, the District is proposing to keep half of the funds (\$1.65 million) for District implementation projects. The other half would be open to 3rd party consultants to submit project applications. We anticipate beginning to accept applications at the beginning of January. Third party projects would be ranked similar to the ranking which occurred in April, 2024. District staff is requesting positive action for approving the funding split.

The SCC has reviewed the ACAP bidding and procurement requirements with the PA State Department of General Services and received an exemption from public bidding requirements with some exceptions. For example, projects in excess of \$250,000 in grant funds were required to publicly advertise for sealed bids and award the project to the lowest responsible bidder. The exemption has allowed conservation districts flexibility in determining how and when public bidding must occur. Projects can be split by BMP or type of construction with the caveat that no contractor can be awarded multiple contracts. If the individual separated contracts do not exceed \$250,000, three quotes are necessary and do not need to be publicly bid. We have discussed this with the SCC and have decided to maintain the previously approved board policy. This ensures consistency with other grant programs administered by the District. District staff is requesting positive action to retain the previously approved bidding and procurement requirements.

***Action Required**

**Item III.5
Constellation Habitat Improvement Program Grant Proposals
Watershed Board Committee Recommendations**

The Watershed Board Committee will meet prior to the December 4th board meeting to review Constellation Habitat Improvement Program grant proposals. The Constellation Grant program currently has \$536,571.81 as of 11/1/2024 to commit to projects. The district board will receive project recommendations from the Watershed Board Committee during the December 4th board meeting. Board action will be required to send these projects to DEP for final approval.

***Action Required**

**Item IV.3
With Gratitude**

With grateful gratitude, thank you to 63 donors who donated on November 22 and after to the Extra Give, Lancaster County's largest day of giving. \$7,950 was raised to support the Lancaster County Youth Conservation School and the Lancaster County Envirothon for grades 3-12. We thank Noelle Cudney, Data Coordinator, and Conservation School volunteer Josh Slaymaker for promoting the event on social accounts for the District and Youth Conservation School. Uniquely, this was the highest amount raised by individual donors alone for the CFLC – District Education Programs since 2014. We appreciate the testimonials that were shared, illustrating the impact of the District programs. Thank you, you've made a difference for 2025! Special thanks to you as Directors and Associate Directors who were able to give, we are grateful for your support of these District Education programs.

Statements shared during the ExtraGive:

Anonymous - Thank you to the teachers who support the Envirothons and the volunteers who support the Youth Conservation School.

Parent of Conservation School Students/Counselors - We are proud to give to the Conservation Foundation of Lancaster County. The Youth Conservation School has provided many great opportunities for Tim and Lil. We want to pay it forward for other youth to experience this school.

Parent of a 2024 Conservation School Student and Envirothon Participant - Thank you Conservation Foundation of Lancaster for supporting my daughter in her love of nature. She has been in Envirothon Club for 2 years and camped at Conservation School last summer. You have inspired her love of forestry and conservation!!!

Family Member of 2024 Conservation School Student - Youth Conservation School is such an impactful opportunity for environmental education right in our own backyard. Thank you for all the work to bring it to fruition every year!

Item IV.4
2025 PACD Winter Meeting Update

Mark your calendars for the winter round of PACD committee meetings, which will take place via video conference prior to the virtual 2025 PACD Executive Council Meeting.

Registration is free and open to all conservation district directors, associate directors, and staff, as well as partner agency staff and invited guests. Registrants will receive a confirmation email with information to participate using Zoom or by phone.

To register, please click on the appropriate meeting contact below and email them to signal your interest in attending. Meeting materials will be distributed prior to the meeting.

Registration for PACD Executive Council:

PACD Executive Council Video Conference

January 30, 2025 | 10:00 a.m.-Noon

Contact mburns@pacd.org for a registration link

Registration for PACD Committees:

PACD Conservation Committee Video Conference

January 8, 2025 | 10:00 a.m. – 11:00 a.m.

Contact mburns@pacd.org for a registration link

PACD District Employees Committee Video Conference

January 10, 2025 | 10:00 a.m. – 11:00 a.m.

Contact hmiller@pacd.org for a registration link

PACD Education and Outreach Committee Video Conference

January 14, 2025 | 10:00 a.m. – 11:00 a.m.

Contact swehinger@pacd.org for a registration link

PACD Legislative Committee Video Conference

January 16, 2025 | 10:00 a.m. – 11:00 a.m.

Contact mburns@pacd.org for a registration link

PACD Ways and Means Committee Video Conference

January 22, 2025 | 10:00 a.m. – 11:00 a.m.

Contact rdohner@pacd.org for a registration link

PACD Operations Committee Video Conference

January 23, 2025 | 10:00 a.m. – 11:00 a.m.

Contact mburns@pacd.org for a registration link

Registrants will receive a confirmation email with information to participate using Zoom or by phone. Meeting materials will be distributed prior to the meeting.

Questions? Contact Molly Burns at mburns@pacd.org.

Item IV.5
LCCD Annual Planning Meeting
January 22, 2025

LCCD Directors and Associate Directors are invited to join LCCD Administration and Program Managers for lunch followed by an Annual Planning meeting focused on the 2024-2025 Strategic Goals and the conclusion of the 2020-2025 Strategic Plan. January/February Board meeting will follow.

Invitations and RSVP will be sent.

Schedule:

11:30 am – 12:15 pm – Lunch

12:15 pm – 1:30 pm – Annual Planning Meeting

1:30 pm – Board Meeting will begin