



# LANCASTER COUNTY Conservation District

## MONTHLY BOARD MEETING AGENDA

Wednesday, November 5, 2025

Lancaster Farm & Home Center

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

Business Meeting 7:30 PM

### Timer

7:30	Invocation Call to Order, Sonia Wasco, Chairperson Welcome & Introductions – Sonia Wasco Additions to the Agenda – Christopher Thompson Public Comment: Survey media/guests: Agenda items of interest – Sonia Wasco	
7:40	I. <u>Agency Reports</u>	<u>Page #</u>
	1. USDA, NRCS (attachment) .....	1
	2. PA DEP Field Rep Report (attachment) .....	3
7:45	II. <u>Installation of New Associate Directors</u> .....	16
7:55	III. <u>*Consent Agenda</u>	
	1. Meeting Minutes (attachment) .....	17
	2. Technical Assistance Requests/Cancellations (attachment).....	22
	3. Nutrient Management Plan Approval (attachment) .....	22
	4. Conservation Plans Acknowledgment (attachment) .....	24
	5. BOD Meeting Dates for 2026 (attachment) .....	25
8:00	IV. <u>Additional Business</u>	
	1. Items Removed from Consent Agenda	
	2. Treasurer’s Report – Hertz (attachment).....	26
	3. *Personnel Committee – Request to Hire – Zimmerman (attachment) .....	32
	4. *ACAP/CEG Project Approval – Bitting (attachment) .....	33
	5. *Nutrient Management/Expiring Plans Pre-Approval – Lutz (attachment).....	33
	6. *Budget & Finance Committee Report – Kofroth (attachment) .....	34
	7. *Invocation Policy Review/Approval – Thompson (attachment).....	39
8:40	V. <u>Reports &amp; Information</u>	
	1. Correspondence, News, and Updates – Thompson	
	2. E&S/NPDES Monthly Projects Report – Stern (attachment) .....	41
	3. E&S Committee Report – J. Snyder/Stern (attachment).....	49
	4. 75 <sup>th</sup> Gala Review – Kofroth (attachment).....	52
	5. SCC-MEB-PPP – Thompson (attachment).....	53
	6. PACD Meeting Report – Wasco (verbal) .....	-
9:15	VI. <u>Additional Public Comment</u>	
9:20	VII. <u>Adjourn</u>	

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

Dates to Remember:

11/11, Veteran’s Day Holiday – Office Closed	11/21, Extra Give
11/12-14, NFWF Ag Forum, Hershey, PA	11/27-28, Thanksgiving Holidays, Office Closed
11/15 8:30-12, Lanc/Leb Watershed Forum at Millersville University, RSVP to Amanda Goldsmith	12/8-10, Bay In The Balance

NEXT MEETING DATE: Wednesday, December 3, 2025, 7:30 pm

At the Lancaster County Farm & Home Center

**\*Action Required**

**Item I.1**

**Activity Report to LCCD Board of Directors September 2025**

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  
McKinley Morris, Soil Conservationist

Brittany Moore, Civil Engineering Technician  
Brian Burns, Soil Conservation Technician  
Christine Formica, Program Assistant, Capital R&D  
Jeff Sholly, Engineer, PACD  
Ashley Spotts, Restoration Specialist, CBF  
Elli Liput, Biologist, PF (Dauphin, Lebanon & Lancaster)  
Sophia Gilbert, Biologist, PF (York & 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	-	-	52	2,254.9

\*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	14
362 - Diversion (ft)	2,847	-	2,110
367 - Roofs & Covers (no)	5	3	10
382 - Fence (ft)	23,260	-	23,354
412 - Grassed Waterway (ac)	9.01	-	4.7
516 - Livestock Pipeline (ft)	1,548	-	4,601
561 - Heavy Use Area Protection (sq ft)	28,364	4,732	43,497
575 - Trails & Walkways (ft)	2,389	1,105	3,338
578 - Stream Crossings (no)	6	-	3
600 - Terraces (ft)	4,209	-	27,678
614 - Watering Facility	8	-	2
620 - Underground Outlet (ft)	7,538	792	8,043
634 - Waste Transfer System (no)	10	2	10
327 - CREP Conservation Cover (ac)	6.91	-	-
391 - CREP Riparian Forest Buffer (ac)	38.5	-	38.24
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	12	\$1,068,326
EQIP IRA	28	\$1,882,991	12	\$634,373
CSP	2	\$42,023	1	\$35,855
CSP IRA	2	\$83,459	-	-
RCPP	8	\$1,655,281	-	-
<b>TOTAL</b>	49	\$4,593,929	25	\$1,738,554

- Financial Assistance Payments:

Program	FY24 Total (\$)	FY25 Mo. Total (\$)	FY25 Total (\$)
ALL PROGRAMS	\$2,371,782.02	\$312,470.19	\$2,886,742.62

- FY26 Financial Assistance Program Sign-up Deadlines (ALL PROGRAMS)
  - 11/1/2025, 1/1/2026, 3/1/2026, 5/1/2026, 7/1/2026

**Conservation Easement Program Activities (ACEP):**

- ACEP Acquisition Activities:

Program/Activity	FY24 Total (#)	FY24 Total (ac)	FY25 Total (#)	FY25 Total (ac)
ALE Easement Requests	-	-	1	12.21
ALE Easement Closings	-	-	1	39.405
WRE Easement Requests	-	-	1	4.5
WRE Easement Closings	-	-	-	-

- Easement Annual Monitoring Activities

Program/Activity	FY24 Total (#)	FY25 Total (#)
GRP Monitoring - Offsite	1	-
GRP Monitoring - Onsite	0	1
WRP/WRE Monitoring - Offsite	6	7
WRP/WRE Monitoring - Onsite	5	4
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	2	3.36
Re-enrollments	7	76.66	17	70.19

**Administrative & Staffing Updates:**

- Jeff Sholly, PACD TAG Engineer, retired on 9/30. At this time, it's unknown if this position will be filled.
- Brett Ramer, Soil Conservationist, has announced his resignation. He's accepted a position with the Lord Fairfax Soil and Water Conservation District in VA. Brett is getting married in November and will be moving to VA where his fiancé currently lives and works. His last day is 10/10.

**Notable Meetings & Trainings:**

- 9/2 - PA SE NRCS FY26 Programs Planning Meeting, Lebanon (Alicea Hernandez, Griesemer, Grove, Martinez Sanchez, Morris, Myers, Ramer)
- 9/9-11 - Advanced Wetland Identification Workshop, Carlisle (Martinez Sanchez & Ramer)
- 9/11 - Flares & Covers Workshop, Mifflintown (Moore)
- 9/22-26 - Conservation Planning Training Part 2, Virtual & Port Matilda (Martinez Sanchez)

Respectfully Submitted,



Heather L. Grove  
District Conservationist

**October 2025  
Conservation District Field Rep  
Talking Points**

**Commonwealth Travel Ban**

September 18 state agencies received a directive from Office of Budget banning non-essential travel and general purchasing due to the ongoing budget impasse. These travel restrictions may impact our ability to host and/or attend in-person meetings, conferences, and events until a budget has been enacted.

Districts may be contacted by DEP and/or SCC staff related to any upcoming in-person meetings. If you are able to provide a virtual option for state employee participation during this time it would be greatly appreciated.

SCC, DEP, and PDA are also assessing potential impacts of the budget impasse may have on funding to counties and other partner organizations for programs that have been operating under temporary ESN (executive authorization) during the impasse.

We will keep you posted as we learn more details.

**Watershed Specialist Meeting CANCELLED**

Unfortunately, because of the budget impasse, DEP is cancelling the annual Conservation District Watershed Specialist Meeting scheduled for Oct. 7 – 8, 2025, at the [Wyndham Garden Inn](#) in Boalsburg. However, DEP intends to reschedule and will be evaluating the most appropriate format as we plan the rescheduled event. DEP apologizes for any inconvenience this causes you, and we will provide any updates with you as decisions are made about the rescheduled event. Should you have any questions, please feel free to contact Kate Bresaw at [kbresaw@pa.gov](mailto:kbresaw@pa.gov).

**DEP's Environmental Education Grants Program Now Accepting Applications**

The Pennsylvania Department of Environmental Protection's (DEP) 2026 Environmental Education Grants Program **is accepting applications through 11:59 p.m. on November 14, 2025**. Funding is provided on a reimbursement basis, and projects must be implemented July 1, 2025, through June 30, 2026. The 2026 Environmental Education Grants Program Manual and supplemental information are available at [Environmental Education Grants | Department of Environmental Protection | Commonwealth of Pennsylvania](#).

Funding priority will be given to environmental education projects that engage people living, working, recreating, and/or attending school within **Environmental Justice (EJ)** areas or otherwise underserved communities in topics related to **climate change, water, air quality, and land use**. Utilize DEP's [PennEnviroScreen](#) to determine if the project will engage audiences within or near designated EJ areas. The Environmental Education Grants Program has supported a wide range of projects. Visit [Environmental Education Grants | Department of Environmental Protection | Commonwealth of Pennsylvania](#) for a listing of awarded projects.

Seed Grants (up to \$5,000) are awarded to local projects, allow up to 75% in People Costs, encourage community partnerships, and require match in any amount. Grow Grants (\$5,001-\$30,000) are awarded to large-scale local, county/state-wide, or regional projects, allow 75% in People Costs, and require 20% match and community partnerships. Impact Grants (\$30,0001-\$65,000) are awarded to broad-scale audience engagement at the county, regional, and state, allow 50% in People Costs, and require 20% match and partnerships.

Questions may be directed to: [RA-epEEgrants@pa.gov](mailto:RA-epEEgrants@pa.gov).

## **2024 Conservation District Audits Due December 31**

Conservation District Annual Financial Audit Report are due no later than **December 31st**. Please be sure that your auditor is working on your audit and knows the deadline. If there are extenuating circumstances and your district needs an extension, an Extension Request must be received by Jaci Kerstetter ([jackerstet@pa.gov](mailto:jackerstet@pa.gov)) by **November 24**, so it can be brought to the State Conservation Commission's December Conference call. Your District's request must be submitted on district letterhead or through a district email account. Please include the reason for requesting the extension and the expected audit submission date. Failure to have your audit report in on time may result in DEP and PDA withholding all CDFAP payments until the audit is received.

**Coastal Zone Grant Round Now Open** - Applications for Coastal Zone grants are being accepted from August 26 through October 14, 2025, at 11:59PM. Eligible applicants include government entities and incorporated non-profits conducting projects in the two Pennsylvania Coastal Zones: the Lake Erie Coastal Zone and the Delaware Estuary Coastal Zone. Funds can be used for a variety of projects, and Conservation Districts in the Coastal Zones are encouraged to apply. The Coastal Zone includes Berks, Bucks, Delaware, Erie, Montgomery and Schuylkill Counties. For more information, see the Coastal Zone grant webpage ([Apply for a Coastal Zone Grant](#)) or contact Shane Gutsie at [sgutsie@pa.gov](mailto:sgutsie@pa.gov).

## **State Water Plan Regional Advisory Committees**

As trusted stewards of our local water resources, your insights are vital to shaping [Pennsylvania's State Water Plan](#). This year's meetings feature timely presentations on drought management, flooding resilience, Chesapeake Bay planning, PFAS/PFOA concerns, and county-level success stories—plus tools designed to support district decision-making. It's a chance to elevate your priorities, share on-the-ground realities, and help guide long-term planning. If your district has openings or upcoming transitions, these meetings also offer a great opportunity to connect with others and explore ways to get more involved. Your voice ensures that local needs are not only heard but integrated into statewide solutions—we hope to see you there.

### **Upcoming State Water Plan Meetings (Click to View Meeting Links and Agendas)**

-  [Delaware Region](#): Tuesday, October 7, 2025 – 10:00 AM–12:30 PM
-  [Potomac Region](#): Thursday, October 9, 2025 – 1:00 PM–3:00 PM
-  [Lower Susquehanna Region](#): Monday, October 16, 2025 – 9:00 AM–11:30 AM
-  [Ohio Region](#): Tuesday, October 21, 2025 – 1:00 PM–3:00 PM
-  [Great Lakes Region](#): Wednesday, October 22, 2025 – 9:00 AM–12:00 PM
-  [Upper and Middle Susquehanna Region](#): Thursday, October 23, 2025 – 9:00 AM–11:00 AM
-  [Statewide](#): Tuesday, October 28, 2025 – 1:00 PM–3:30 PM

## **Ag Compliance Section**

**Proposed training of the Agricultural Routine Inspection, Complaint Investigation, and Follow-up Standard Operating Procedure** - As the Agricultural Routine Inspection, Complaint Investigation, and Follow-up Standard Operating Procedure (SOP) has been published, DEP is working on scheduling two in-person training events. The Agricultural Chapter 102 Focus Group is gathering suggested location to facilitate the training. Agricultural operations in the western side of the State are being sought out (outside of the Chesapeake Bay Watershed). DEP has gotten an agreement with an operation in Luzerne County to host the upcoming training in the eastern side of the State. The eastern training and western training, if an agreement is obtained for an operation in the western side of the State, is anticipated to occur in late winter / early spring. The SOP will be utilized by any District outside of the Chesapeake Bay or any district that is not contracted to participate in the Chesapeake Bay Program.

**PA OneStop Manure Management Module – Going live soon** - Staff from PSU are working with developers to create the Manure Management Plan module for PAOneStop. This new module will allow user to create a complete Manure Management Plan using the website. The module will integrate Nutrient Balance Sheet calculations, allowing users to complete all aspects of the Manure Management Plan on the website. After the module’s completion, users will be able to complete their Manure Management Plan and Agricultural Erosion and Sediment Control Plan all on PAOneStop. The current estimation is that the Manure Management Plan module will be completed by the end of the year.

**Nutrient Management/Manure Management Delegation workgroup** - DEP and SCC is in the process of creating a workgroup to begin looking at the upcoming Nutrient Management/Manure Management (NMMM) Delegation as the current delegation expires on June 30, 2027. The workgroup will consist of DEP, SCC, and several invited County Conservation District managers/agricultural technicians.

### **Chapter 102 Program**

**Chapter 102 Newsletter** - The latest version of the Chapter 102 Quarterly Newsletter was sent out at the beginning of October. Each newsletter is filled with reminders, announcements, and helpful information, often based on questions received in recent months. The current one includes an article from a fellow CCD staffer about Filter Sock Sediment Traps. DEP welcomes any CCD staff who want to contribute something to future newsletters.

**District Fee Schedules** – CCDs are reminded to review their fee schedules and revise any verbiage that indicates “permit review” or “plan review” fees to “service fees”. This terminology switch is more indicative of the process and services that CCDs provide over the life of a permit, from application submission to permit termination. It also clarifies why applicants are still required to pay district fees even when they use SPEED for permit review.

**SPEED** - All permits eligible under the SPEED Act are now available to be reviewed under the SPEED program. All general SPEED-related questions can be answered by checking the [SPEED website](#). A program-specific SPEED SOP is available in Clean Water Academy, as well as a recorded training webinar that was held in July. These resources will be regularly updated as necessary while everyone becomes familiar with the SPEED program. The SPEED program was written into law, so Chapter 102 staff must become familiar with it. As of the end of September, several Chapter 102 applicants expressed interest in the SPEED program, and two Individual NPDES Permits are currently under review.

### **Chapter 105 Program**

**Permitting Efficiency – Chapter 105 General Permits** - On September 19, the Division of Wetlands Encroachment and Training announced the updated [General Permit 4 \(Intake & Outfall Structures\) Sample Drawings](#) were published on eLibrary. The drawings were updated to be cleaner and include form-fillable spaces for registrants to provide details. This update will enable registrants who are proposing structures as designed and shown in the drawings to utilize these drawings, complete the information on the drawing, and submit it with the [GP-4 Registrations](#). We anticipate this update will provide an efficiency for registrants and reviewers alike. Updating these drawings was a recommendation of the Chapter 105 Ag Permitting Workgroup of the DEP/Ag Permitting Roundtable. DEP is actively working on updating the sample drawings for its other general permits as well and they will be posted to each GP eLibrary folder when completed.

## **Pennsylvania Hydric Soil Indicators Pt2 Training & Interactive Hydric Soil Identification**

**Exercise – Clean Water Academy:** - The Bureau of Waterways Engineering and Wetlands, Division of Wetlands Encroachment and Training (DWET), in collaboration with the US Army Corps of Engineers (ACOE) and the US Department of Agriculture Natural Resource Conservation Service (NRCS), has released Pennsylvania Hydric Soil Indicators Pt2 Training & Interactive Hydric Soil Identification Exercise on Clean Water Academy.

- [PA Hydric Soil Indicators Part 2](#)
- [Hydric Soil Indicators Exercise](#)

Hydric Soil Indicators Pt2 online training is the second part of a series discussing common hydric soil indicators in Pennsylvania. Upon completion of this training, participants will be able to describe and identify common hydric soil indicators seen in Pennsylvania, using industry best practices. Participants will also learn procedures for determining organic matter and classifying that type of matter. Hydric Soil Indicators Exercise is a wrap-up for basic hydric soils, designed to reinforce and test the hydric soils knowledge acquired through previous trainings. Participants will be presented with scenarios across four sites and will use interactive content to learn and practice identifying hydric soil indicators. These trainings will be used by DEP staff, Conservation Districts, Industry, Higher Education and other state and federal agencies.

**PA Centric Webinar on New NRCS Manual: Hydric Soils of Problematic Conditions and Altered Materials** - PA DEP invites all state federal and local governments involved in wetland identification and hydric soil identification to participate in a webinar on the USDA NRCS' new compendium of [Hydric Soils of Problematic Conditions and Altered Materials](#) on **Tuesday, December 16, 2025 from 10am to 11:30am**. This manual, released earlier in 2025, references our current understanding of problem conditions and altered soil scenarios which can cause difficulty in hydric soil identification and it also provides solutions to address these circumstances. Aaron Miller, an NRCS soil scientist, member of the National Technical Committee for Hydric Soils, and author of this publication, will present on this manual and explain its purpose and use, and discuss specific components of this manual most applicable to Pennsylvania. Please share this with other government organizations who may benefit

- **Audience:** **This webinar is only for state, federal, or local government organizations performing wetland identification and regulation work in Pennsylvania.**
- **Register:** [REGISTER FOR THE WEBINAR HERE](#)
- **Recording:** This webinar will be recorded for retention and viewing on Clean Water Academy.

## **State Conservation Commission Updates**

**Draft District Board Per Diem Policy** - Conservation District Advisory Committee (CDAC) developed a draft District Board per diem policy. This policy was forwarded to all conservation district managers on Aug. 20 for a 60-day comment period. Managers are encouraged to discuss this policy with their board before submitting comments. Questions and comments on the District Board Per Diem Policy can be directed to Justin Challenger at [jchallenge@pa.gov](mailto:jchallenge@pa.gov) no later than October 19.

**Jamie Ulrich Retires** - As many of you know, Jamie Ulrich earned a much deserved retirement in July after working for the Commission for 20 years. The SCC plans to fill that vacancy as soon as possible. Any districts, that Jamie covered with any Act 38 Nutrient Management related items, please reach out to Mike Brubaker ([mibrubaker@pa.gov](mailto:mibrubaker@pa.gov)) for assistance.

**Pa Ag Conservation Stewardship (PACS) certification program** was publicly launched on Aug 12<sup>th</sup> at APD. We now have a list of qualified verifiers, able to review farm plans and submit PACS application materials. The PACS website is up to date, including a program 1-pager with additional details on the program: [PA Agriculture Conservation Stewardship \(PACS\) Farm Certification Program | Commonwealth of Pennsylvania](#)

## **Clean Water Academy**

### **Course spotlight:**

#### **[Course: Introduction to Wetland Determination - 2025](#)**

The new lessons can be found under the Hydric Soils section of the course. The lessons feature numerous videos from the field.

The lessons include.

- PA Hydric Soil Indicators, Part 2
- Hydric Soil Indicators Exercise

#### **[Course: MS4 Minimum Control Measures \(MCMs\)](#)**

This course will provide an overview of the six Minimum Control Measures (MCMs) that must be included in a permittee's SWMP. Completion of this course is recommended for municipal staff and their consultants, local environmental groups, and any other interested members of the public.

#### **[Course: 2026 Aquatic Resource Restoration Conference](#)**

The purpose of the conference is to facilitate knowledge transfer among scientists, regulators, and practitioners involved in aquatic resource restoration work in a scientifically sound manner using an evidence-based approach in recognition of modern constraints that results in the restoration of resilient aquatic resources.

## **Chesapeake Bay**

**CAP 2025 Annual and 2-Year Milestone Updates** - All counties are currently working on their annual progress reporting and any two-year milestone updates that they may want to make to their CAP documents. All Detailed BMP Entry forms with numeric updates were due to the Susquehanna River Basin Commission on September 15, 2025. During the month of October, counties will be preparing their Draft Progress Reporting documents with submission to their Project Advisor by November 3, 2025. Project advisors will review the documents and communicate any edits to the counties with all final documents due on December 1, 2025.

**CAP Grant Application** - The CAP Grant Application Word document will be replaced and instead an online application will be available from 10/1/25 through 10/31/25. The application will be created through the Survey 1,2,3 app. Counties must also apply through the separate Electronic Single Application (ESA) because new grant agreements will be developed this application round. ESA will open on 10/1/25 and close on 10/31/25.

**Clean Water Action Groups** - Clean Water Action Groups, resulting from the January 2025 Clean Water Gathering, are acting on identified hurdles to clean water project implementation. More information regarding the groups' strategies and goals will be shared at future Pennsylvania Association of Conservation District Regional Roundtables. If a county would like to get more involved in this effort, they may reach out to Kate Beats at [kbeats@pa.gov](mailto:kbeats@pa.gov).

### **Upcoming Webinar**

- November 5<sup>th</sup> Webinar Wednesday
  - Participants will learn about lawn conversion and conservation landscaping projects.
  - Presenters: Teddi Stark (DCNR) and Josh Clark (HRG)

If someone would like an invitation to the Webinar Wednesday series, they can email Jim Spatz at [jspatz@pa.gov](mailto:jspatz@pa.gov).

**Dates to Remember**

**SCC Meetings – 9:00 am Briefing Session, 10:00 am Business Meeting**

Hybrid Meeting.....Nov 18

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

Conference Call ..... Oct 21

Conference Call ..... Dec. 16

**2025 Annual CD Watershed Specialist Meeting**

**Cancelled**

**Chapter 102 Training**

- **DEP-hosted in-person events have been cancelled/postponed** until a state budget is passed and the Commonwealth travel ban is lifted. Depending on the event, virtual options may be offered, so please be on the lookout for announcements.
- **2025 Chapter 102 New Hire Small Group Training** (Virtual) – Participants must complete the Chapter 102 Level 1 Training Program before registering. It is also recommended to review the specific E&S Manual chapters prior to attending the trainings. Registration is available through [Clean Water Academy](#). Limited to the first 20 people who register.
  - Channels - December 9, 2025, 9:00 am – 12:00 pm
- **Webinars** – A two-part Records Review training has been scheduled for October. This training will cover pre-construction meetings, instrument recording, construction sequence, E&S and PCSM Plans, PPC Plans, VSIRs, QVSI, Annual Reports, SCM Construction Certification Forms, SCM confirmation testing, New Property Owner Notification Forms and more.
  - Part 1 – October 21, 2025, 1:00-2:30pm
  - Part 2 – October 27, 2025, 1:00-2:30pm

**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.

We're excited to offer these State Water Plan presentations throughout the month of October! Please feel free to share this document with anyone you think may be interested in attending virtually, the session titles are direct links to the meeting.

Note that these presentations take place during committee meetings and, while every effort will be made to adhere to the schedule, there may be some variance in timing.

<b>Date</b>	<b>Time</b>	<b>Presentation Title</b>	<b>Presenter(s)</b>
Oct 7	11:00	<a href="#">Salinity Management &amp; Groundwater Availability</a>	DRBC
Oct 7	11:30	<a href="#">IWRM Success Story: Chester County</a>	Dr. Seung Ah Byun
Oct 9	2:00	<a href="#">Source Protection Partnership</a>	ICPRB
Oct 16	10:00	<a href="#">Long Term Water Availability and Data Centers</a>	SRBC
Oct 16	10:30	<a href="#">IWRM Success Stories: Lancaster County</a>	Allyson Gibson
Oct 21	2:00	<a href="#">Safe Drinking Water PFAS MCL Rule and Lead Service Line Replacement Status Update</a>	Sabrina Haydt, DEP
Oct 21	2:30	<a href="#">Coordination on the Ohio River</a>	Anne Quinn et al.
Oct 22	10:00	<a href="#">Safe Drinking Water PFAS MCL Rule and Lead Service Line Replacement Status Update</a>	Sabrina Haydt, DEP
Oct 22	10:30	<a href="#">Microplastics in the Environment</a>	Susannah Harris, DEP
Oct 23	10:00	<a href="#">Safe Drinking Water PFAS MCL Rule and Lead Service Line Replacement Status Update</a>	Sabrina Haydt, DEP
Oct 23	10:30	<a href="#">The Chesapeake Bay Strategy</a>	Scott Heide/Kate Beats, DEP
Oct 23	11:00	<a href="#">Long-Term Water Availability and Data Centers</a>	Andy Gavin, SRBC
Oct 28	2:00	<a href="#">Drought Management in Pennsylvania</a>	DEP
Oct 28	2:30	<a href="#">The Chesapeake Bay – Modelling and Monitoring</a>	DEP
Oct 28	3:00	<a href="#">Water Resources and Flood Resilience</a>	PEMA

## **November 2025 Conservation District Field Rep Talking Points**

### **DEP's Environmental Education Grants Program Application to Close November 14th**

The Pennsylvania Department of Environmental Protection's (DEP) 2026 Environmental Education Grants Program is accepting applications through 11:59 p.m. on November 14, 2025. Funding is provided on a reimbursement basis, and projects must be implemented July 1, 2025, through June 30, 2026. The 2026 Environmental Education Grants Program Manual, webinar, and supplemental information are available at [Environmental Education Grants | Department of Environmental Protection | Commonwealth of Pennsylvania](#)

Funding priority will be given to environmental education projects that engage people living, working, recreating, and/or attending school within Environmental Justice (EJ) areas or otherwise underserved communities in topics related to climate change, water, air quality, and land use. Utilize DEP's [PennEnviroScreen](#) to determine if the project will engage audiences within or near designated EJ areas. The Environmental Education Grants Program has supported a wide range of projects. Visit [Environmental Education Grants | Department of Environmental Protection | Commonwealth of Pennsylvania](#)

Seed Grants (up to \$5,000) are awarded to local projects, allow up to 75% in People Costs, encourage community partnerships, and require match in any amount. Grow Grants (\$5,001-\$30,000) are awarded to large-scale local, county/state-wide, or regional projects, allow 75% in People Costs, and require 20% match and community partnerships. Impact Grants (\$30,0001-\$65,000) are awarded to broad-scale audience engagement at the county, regional, and state, allow 50% in People Costs, and require 20% match and partnerships.

Questions may be directed to: [RA-epEEgrants@pa.gov](mailto:RA-epEEgrants@pa.gov).

### **2024 Conservation District Audits Due December 31**

Conservation District Annual Financial Audit Report are due no later than **December 31st**. Please be sure that your auditor is working on your audit and knows the deadline. If there are extenuating circumstances and your district needs an extension, an Extension Request must be received by Jaci Kerstetter ([jackerstet@pa.gov](mailto:jackerstet@pa.gov)) by **November 24**, so it can be brought to the State Conservation Commission's December Conference call. Your District's request must be submitted on district letterhead or through a district email account. Please include the reason for requesting the extension and the expected audit submission date. Failure to have your audit report in on time may result in DEP and PDA withholding all CDFAP payments until the audit is received.

### **Chapter 105 Program**

**Chapter 105 Resource Page Updated & Meeting** – The Bureau of Waterways Engineering and Wetlands, Division of Wetlands Encroachment and Training (DWET), just completed an overhaul of its [Chapter 105 Resource page on Clean Water Academy](#). The page is now more organized with significantly more content and serves as the program's online admin manual for DEP and delegated conservation districts. DWET will be holding a brief update meeting on this page on November 5 from 9:30-10am to provide an overview of the organizational updates and content added.

Meeting information for delegated conservation districts is as follows:

**Join the meeting now** Meeting ID: 211 098 665 921 2 Passcode: S8S8dL97;  
**Dial in by phone:** +1 267-332-8737,,380946493# United States, Philadelphia  
Phone conference ID: 380 946 493#.

**2026 Aquatic Resource Restoration Conference** – Reminder to [register for the conference](#). The purpose of the conference is to facilitate knowledge transfer among scientists, regulators, and practitioners involved in aquatic resource restoration work in a scientifically sound manner using an evidence-based approach in recognition of modern constraints that results in the restoration of resilient aquatic resources.

**PA Centric Webinar on New NRCS Manual - Hydric Soils of Problematic Conditions and Altered Materials** - PA DEP invites all state, federal, and local governments involved in wetland identification and hydric soil identification to participate in a webinar on the USDA NRCS' new compendium of [Hydric Soils of Problematic Conditions and Altered Materials](#) on **Tuesday, December 16, 2025 from 10am to 11:30am**. This manual, released earlier in 2025, references our current understanding of problem conditions and altered soil scenarios which can cause difficulty in hydric soil identification and it also provides solutions to address these circumstances. Aaron Miller, an NRCS soil scientist, member of the National Technical Committee for Hydric Soils, and author of this publication, will present on this manual and explain its purpose and use, and discuss specific components of this manual most applicable to Pennsylvania. Please share this with other government organizations who may benefit.

- **Audience:** This webinar is only for state, federal, or local government organizations performing wetland identification and regulation work in Pennsylvania.
- **Register:** [REGISTER FOR THE WEBINAR HERE](#)
- **Recording:** This webinar will be recorded for retention and viewing on Clean Water Academy.

**Chapter 105 General Permit Efficiency** - On October 16, the Bureau of Waterways Engineering and Wetlands Division of Wetlands Encroachment and Training announced the updated [General Permit 8 \(Temporary Road Crossings\) Sample Drawings](#) that were published on the eLibrary. The drawings were updated to be cleaner and include form-fillable spaces for registrants to provide details. This update will enable registrants who are proposing structures as designed and shown in the drawings to utilize these drawings, complete the information on the drawings, and submit them with the [GP-8 Registrations](#). We anticipate this update will provide an efficiency for registrants and reviewers alike. Updating these drawings was a recommendation of the Chapter 105 Ag Permitting Workgroup of the DEP/Ag Permitting Roundtable. DEP is actively working on updating the sample drawings for its other general permits and they will be posted to each GP eLibrary folder when completed.

**Identification of Common Wetland Shrubs, Saplings and Woody Vines of Pennsylvania – Clean Water Academy** - The Bureau of Waterways Engineering and Wetlands, Division of Wetlands Encroachment and Training (DWET), in collaboration with the Western Pennsylvania Conservancy, has released a new training module on Clean Water Academy. The "Identification of Common Wetland Shrubs, Saplings, and Woody Vines of Pennsylvania" training is designed to provide participants with essential skills in plant identification within wetland ecosystems.

The training can be accessed here: [Wetland Determination: Identification of Common Wetland Shrubs, Saplings and Woody Vines of Pennsylvania](#)

This comprehensive module covers fundamental aspects of woody vine, sapling, and shrub identification, equipping participants with the knowledge to distinguish key characteristics. Participants will learn essential terminology and acquire practical techniques for accurately identifying 20 common species found in Pennsylvania's wetlands. This training is a valuable resource for professionals and enthusiasts seeking to enhance their understanding of wetland plant life.

**Open Data Release of PA Historic & Breached Dams** - The Bureau of Waterways, Engineering, and Wetlands (BWEW) has released the PA Historic and Breached Dams dataset on the DEP Open Data Portal, PA GeoDataHub, and Pennsylvania Spatial Data Access (PASDA) at the links below. Historic dam locations were digitized from 15-minute Dam Inventory US Geological Survey quadrangle maps. Previously, the Dams Inventory contained locations for only 1,463 (26%) of the 5,556 breached dams. This effort increased that number to 5,002 dam locations, accounting for 90% of breached dam locations. Access to this information will provide critical information for watershed alterations and future restoration projects; improve locational completion in the Old Dam Safety Inventory; assist Dam Safety in identifying locational discrepancies; increase public knowledge; and ensure Public Health and Safety.

- PA DEP Open Data  
Portal: <https://padep1.maps.arcgis.com/home/item.html?id=dd1ea9955a4142659688541f21d75f57#overview>
- PA GeoData Hub: <https://pa-geo-data-pennmap.hub.arcgis.com/datasets/PADEP-1::bwew-pa-historic-and-breached-dams/abo...>
- PASDA: <https://www.pasda.psu.edu/uci/DataSummary.aspx?dataset=1084>

**Wetland Determination Hydrology Indicator Exercise – Clean Water Academy** - The Bureau of Waterways Engineering and Wetlands, Division of Wetlands Encroachment and Training (DWET), in collaboration with the US Army Corps of Engineers (ACOE), has released an interactive Wetland Determination Hydrology Indicator Exercise on Clean Water Academy.

- [Wetland Determination: Wetland Determination Hydrology Indicator Exercise \(1 hour\)](#)

This wrap up for wetland hydrology is designed to reinforce and test wetland hydrology indicator knowledge acquired through previous trainings. Participants will be presented with scenarios across five sites and will use interactive content to learn and practice identifying hydrology indicators. These trainings will be used by DEP staff, Conservation Districts, Industry, Higher Education and other state and federal agencies.

## **Chapter 102 Program**

**Bureau of Clean Water (BCW) Staff Changes** – Due to staff retirement and extended leave, BCW asks that all E&S questions temporarily be sent to the Chapter 102 Resource Account ([RA-EPCHAPTER102@pa.gov](mailto:RA-EPCHAPTER102@pa.gov)) to ensure a prompt response.

**District Fee Schedules** – CCDs are reminded to review their fee schedules and revise any verbiage that indicates “permit review” or “plan review” fees to “service fees”. This terminology switch is more indicative of the process and services that CCDs provide over the life of a permit, from application submission to permit termination. It also clarifies why applicants are still required to pay district fees even when they use SPEED for permit review. Adding an explanation statement or disclaimer to the fee schedule is not adequate unless you’ve also changed the terminology used. When updating this terminology, please be sure it is changed on all webpages, forms and instructions.

**SPEED** - All permits eligible under the SPEED Act are now available to be reviewed under the SPEED program. All general SPEED-related questions can be answered by checking the [SPEED website](#). A program-specific SPEED SOP is available in [Clean Water Academy](#), as well as a recorded training webinar that was held in July. These resources will be regularly updated as necessary while everyone becomes familiar with the SPEED program. The SPEED program was written into law, and the first several steps/meetings occur very quickly, so Chapter 102 staff must become familiar with the process. The next SPEED touch base call for CCD and DEP staff is currently scheduled for December 2<sup>nd</sup>.

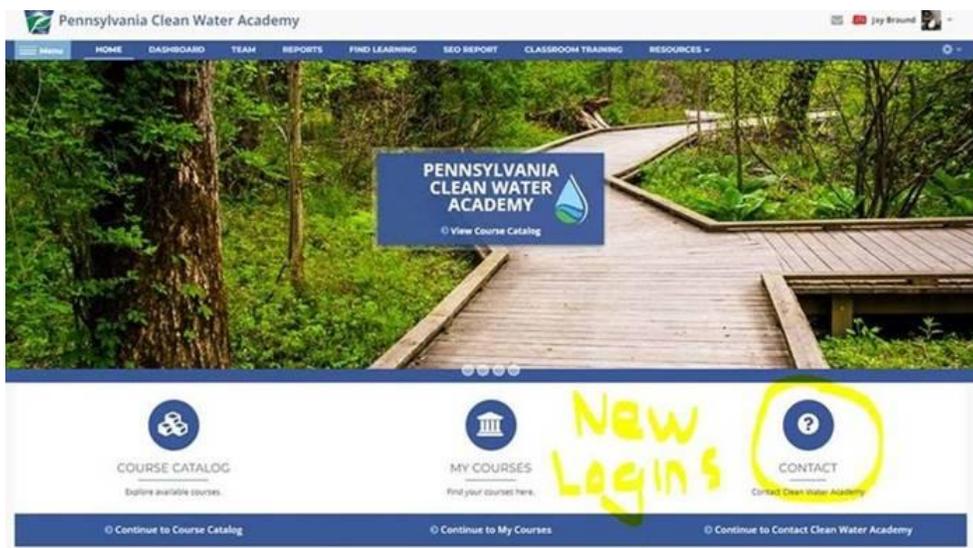
**KEES (Keystone Environmental ePermitting System)** – Chapter 102 PAG-02 review in PennDOT’s KEES system was launched on October 15, 2025; Individual NPDES Permit review was launched June 16, 2025. Chapter 102 staff, including District Managers, should review the video training available in [Clean Water Academy](#) and ensure they are able to log into Greenport and KEES. The training is actively being updated to account for changes related to PAG-02 review. CCD staff should contact BCW if they cannot access KEES; PennDOT does not manage CCD access so please do not use the “Register for KEES” option on the [KEES website](#). DEP will continue monitoring the first submissions closely and work with the associated District, DEP Region, and PennDOT KEES development team to address any bugs found along the way. KEES can only be used for reviewing new PennDOT applications/NOIs at this time; CCDs should continue to accept amendments and renewals from PennDOT “on paper” via KEES PDF printouts. Any questions or concerns can be sent to [RA-EPCHAPTER102@pa.gov](mailto:RA-EPCHAPTER102@pa.gov).

### Chapter 102 Training

- DEP-hosted in-person events have been cancelled/postponed until a state budget is passed and the Commonwealth travel ban is lifted. Depending on the event, virtual options may be offered, so please be on the lookout for announcements.
- **2025 Chapter 102 New Hire Small Group Training (Virtual)** – Participants must complete the Chapter 102 Level 1 Training Program before registering. It is also recommended to review the specific E&S Manual chapters prior to attending the trainings. Registration is available through [Clean Water Academy](#). Limited to the first 20 people who register.
  - Channels - December 9, 2025, 9:00 am – 12:00 pm

### Clean Water Academy

**To create a Clean Water Academy login:** go to the CWA homepage and click the CONTACT button. Then press REQUEST NEW ACCOUNT. See photo below. Staff is available to address all requests. Please allow 1 to 3 days to process your request.



**Updates to your existing CWA Account? Molly Bengs** will provide support if you need to update your CWA user profile. Please contact Molly at [mbengs@pacd.org](mailto:mbengs@pacd.org) for any of the following CWA needs; last name changes, email changes, conservation district county changes, troubleshooting, CWA Teams Tab updates etc.

## **Ag Compliance Section**

**Larson Design Group - Technical Assistance Program-** County Conservation Districts (CCDs) may apply for Technical Assistance Program (TAP) engineering services for agricultural projects that reduce nutrient and sediment loading. These services are provided by Larson Design Group, Inc. There has been a total of 3 TAP application rounds since April 2024. DEP was able to fund all 3 applications that were submitted during Round 1, as well as the 3 additional applications submitted during Round 2. The number of applications received during Round 3 grew significantly to a total of 14 applications. Unfortunately, DEP will not be able to offer awards for all Round 3 projects due to current funding limitations. A couple of previous awardees returned to request support during Round 3 for additional projects. This seems to suggest that Districts are finding that TAP assistance is adequately meeting their needs. We hope to offer a 4<sup>th</sup> Round if funding is available. **Tammy Piper, 717-772-5945**

## **Chesapeake Bay**

### **CAP 2025 Annual and 2-Year Milestone Updates**

All counties are currently working on their annual progress reporting and any two-year milestone updates that they may want to make to their CAP documents. Draft Progress Reporting documents are due for submission to the Project Advisor by November 3, 2025. Project advisors will review the documents and communicate any edits to the counties with all final documents due on December 1, 2025.

### **CAP Grant Application**

The CAP Grant Application will close on 10/31/2025. Award announcements will be made in December.

### **CAP Grant New Agreements and Programmatic Changes to CAP Program**

In 2026, all counties will sign new agreements in the CAP Program. With this new grant round, there will be a couple of programmatic changes:

The spend down timeline for CAP will match that of the Dirt & Gravel Road Program. This translates to a 24-month timeline for funds spend down to be eligible to receive additional CAP Grant funds (i.e., Funds are awarded Year 1 and Year 2. For Year 3 funds, all of Year 1 funds must be spent down). Small projects (construction cost estimated at \$100,000 or less) will be permitted to have design costs up to 40% of the construction cost if designed by a professional outside of the conservation district (or 35% if designed by conservation district staff). This replaces the 25% limit (20% limit for in-house staff) just for projects with small estimated construction costs.

### **Upcoming Webinar**

- November 5<sup>th</sup> Webinar Wednesday
  - Participants will learn about lawn conversion and conservation landscaping projects.
  - Presenters: Teddi Stark (DCNR) and Josh Clark (HRG)

If someone would like an invitation to the Webinar Wednesday series, they can email Jim Spatz at [jspatz@pa.gov](mailto:jspatz@pa.gov).

Additionally, counties can email any permitting questions or topics they'd like to see addressed in a Spring 2026 permitting Webinar Wednesday. After compiling submitted questions and topics from the counties, the Chesapeake Watershed Restoration Division will work to invite a speaker knowledgeable in those areas to present at a future Webinar Wednesday.

**Dates to Remember**

**SCC Meetings – 9:00 am Briefing Session, 10:00 am Business Meeting**

Hybrid Meeting.....Nov 18\*

\* If no State Budget by this meeting it will be fully virtual

Hybrida Meeting .....Jan. 20

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

Conference Call ..... Dec. 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**  
**Installing New Associate Directors**

Earlier this year, the Board received and approved 2 applications for new Associate Directors. Kyle Solyak and Philip Dunn. They will be installed at the November Board of Directors meeting.

- Kyle, an Operations Director/Architect for the TONO Group, will serve as a Public Associate Director in the 2025-2026 class of Associate Directors.
- Phil has had extensive interactions with the Ag and Watershed Communities and will be joining the 2025-2026 class as a Farm Associate Director.

The County Commissioner will perform the installation prior to the business meeting.

**Item III.1**

**LANCASTER COUNTY CONSERVATION DISTRICT  
BOARD MEETING MINUTES  
September 3, 2025**

The 879<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 September 3, 2025 at 7:30 p.m.

**The following Directors were present:** Sonia Wasco, Chairperson; Herb Kreider, Gordon Hoover, Kent Weaver, Deryk Shaw, Roger Rohrer, Ken Meck, and Commissioner Ray D’Agostino.

**The following Associate Directors were present:** Jennifer Engle, and Jay Snyder.

**The following District Staff were present:** Chris Thompson, Stacey Hertz, Matt Kofroth, Sallie Gregory, Kent Bitting, Kevin Lutz, Dung Thuy Kieu Le, Amanda Goldsmith, Tristan Conrad, Tyler Keefer, and Adam Stern.

**The following Cooperating Agency representatives was present:** Chaz Heberlig; DEP Field Representative, Mark Myers; District Conservationist, NRCS-USDA.

**The following visitors were present:** None present.

**Introductions:** Sonia began the meeting with some interesting facts about September. Kevin Lutz introduced Tristan Conrad.

**Additions to the Agenda:** No Additions.

Adam Stern reminded everyone that the meeting was being recorded.

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

**I. Agency Reports**

**1. USDA, NRCS**

Mark Myers highlighted the written report.

**2. PA DEP Field Rep Report**

Chaz Heberlig reviewed his written report, highlighted the dates for the State Water Plan Regional Adviosry Committes, keeping up with the Chapter 102 program, State Conservation Commission Updates.

**II. Consent Agenda**

Gordon Hoover moved to accept the Consent Agenda, seconded by Herb Krieder. The motion passed unanimously.

**#1 – Minutes of August 6, 2025 Board meeting.**

**#2 – Technical Assistance Requests/Cancellations**

**#3 – Nutrient Management Plan Approvals**

**#4 – Conservation Plan Acknowledgement**

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

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

**Item II.3**  
**Requests for Nutrient Management Plan Approval (Lutz)**  
**August 2025 Activity**  
**September 3, 2025 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 #
Eugene & Ryan Nolt	Earl	Swine/Beef	CAFO/CAO	12.38	Bosworth	269
Josiah Martin	Brecknock	Broiler/Swine/Dairy	CAO	2.65	Heigel	270
Mike Denlinger	West Cocalico	Layer	CAO	55.89	Heigel	304
Tim Hurst	Little Britain	Swine/Dairy	CAFO/CAO	5.86	Adams	36
Andrew Brinton	Fulton	Swine/Layer	CAFO/VAO	1.65	Adams	332
Philip Hoover	Mount Joy	Pullet	CAFO/CAO	19.67	Lutz	276
Stephen/Phillip Hershey	Rapho	Layer/Beef	CAFO/CAO	22.35	Riebling	3
Tom Zartman Jr.	Clay	Swine	CAFO/CAO	1.58	Bosworth	18
Seth Hershey	East Donegal	Pullet/Beef	CAFO/VAO	1.44	Bosworth	153
Mike Rohrer	Manor	Dairy	CAFO/CAO	4.08	Reuter	265
Theodore Esbenshade	Conoy/E. Hempfield	Layer	CAFO/CAO	5.22	Schavnis	44
Carl & John Myer	Penn	Dairy	CAFO/VAO	1.31	Riebling	408
Kenton Reiff	Rapho	Beef/Duck	CAFO/VAO	1.3	Riebling	2296

NMP Update Report to Lancaster County CD Board of Directors									
Technician:									
Date Range:	July, 25 – Aug, 25								
NMP Name	Municipality	Plan Update Submission Date	Original NMP Approval Date	Planner <sup>1</sup>	Species <sup>2</sup>	AEUs	Regulated Operation Type <sup>3</sup>	Date Plan Acknowledgement Letter Sent	Reason for Update
Kenton Reiff	Rapho	7/7/2025	3/2/2022	Amber Funk	Ducks/Beef	418.5 2	VAO/CAFO	8/20/2025	Simple Update
Dean & Angie Stoner	Rapho	7/30/2025	7/2/2025	Jedd Moncavage	Broilers	183.8 2	CAO	8/20/2025	Simple Update

**Item II.4**  
**Acknowledgment of Conservation Plans (Lutz)**  
**The Lancaster NRCS Field Office recommends the following plans for the**  
**September 3, 2025 Board Meeting:**  
**NATURAL RESOURCES CONSERVATION SERVICE**

Conservation Plans	Number of Plans	Planner	Township
Daniel W. Ebersol	1	Camila Martinez-Sanchez	Salisbury
Kenneth H. High	1	Christine Griesemer	Ephrata
Kenneth H. High	2	Christine Griesemer	Warwick
Martin Grandview Farms LLC	10	McKinley Morris	Mount Joy

**LCCD AG EROSION & SEDIMENTATION PLANS**

Conservation Plans	Number of Plans	Planner	Township
Lew Witmer	1	Greg Heigel	West Hempfield
Stephen Beiler	1	Lauren Brodbar	Leacock
Matthew Wiker	1	Samantha Adams	Martic

**III. Additional Business**

**1. Items removed from Consent Agenda**

None.

**2. Treasurer's Report**

Stacey Hertz reported that the Raymond James fund had 13.2% gain and the value as of 8/29/2025 is \$857,362. As of 9/3/2025 the Raymond James fund dropped about \$200. The invest account interest gained 4.26%, and as of 9/3/2025 has \$17.4 million. She also highlighted the Grant funding and the interest earned from those accounts so far that will go back into the grants. She also gave an update on the auditors progress completing the 2024 audit.

**3. ACAP/CEG Project Approval**

Kent Bitting requested approval for the two projects listed below. Gordon Hoover moved to approve, seconded by Roger Roher. The motion passed unanimously.

Landowner	District/Private Consultant	Municipality	BMPs	Total Project Cost	Total Grant Requested
Dean Stoner	District	Rapho Twp	Roofed Stacking Shed, Roof Runoff Structure, Heavy Use Area	\$83,000.00	\$74,700.00
Bryan Byers	District	Drumore Twp	Roofed Mortality Composter, Roof Runoff Structure, Heavy Use Area	\$132,222.00	\$119,000.00
<b>Totals</b>				<b>\$215,222.00</b>	<b>\$193,700.00</b>

**4. E&S Committee Report**

Adam Stern reviewed the committee’s report specifically requesting the approval of E&S plans associated with Chapter 105 for internal projects be able to be reviewed in-house instead at Chester County. He is also requesting approval to increase the staff capacity by adding an additional Resource Conservationist and to begin researching the option of adding a PCSM Engineer to the team in 2026. Gordon Hoover moved to approve the report as presented, seconded by Deryk Shaw. The motion passed unanimously.

**5. Budget & Finance Committee Report**

Matt Kofroth highlighted his report, and is requesting approval to move forward with a proposal by SEK as the auditor. Gordon Hoover moved to approve as presented, seconded by Herb Kreider. The motion passed unanimously.

**6. Foundation for Pennsylvania Watersheds (FPW) Grant Application**

Amanda Goldsmith requested approval to apply for the FPW Grant to go towards maintaining the SONDS units and improved data sharing. Roger Rohrer moved to approve as presented, seconded by Deryk Shaw. The motion passed unanimously.

**7. DG/LVR QAB Recommendation**

Tyler Keefer requested approval for two Low Volume Road projects, a Dirt and Gravel Road project, an amendment to an existing project, listed below. Also the cancellation of the Cherry Hill Road project in Bart Township. Herb Kreider moved to accept the report, seconded by Gordon Hoover. The motion passed unanimously.

<u>Municipality</u>	<u>Road</u>	<u>Awarded Amount</u>	<u>Proposed Solution</u>
Rapho Township (DGR)	Johnson Mill Road	<b>\$37,308.00</b>	Road banks improved
Rapho Township	Spangler Road	<b>\$25,920.00</b>	Ditches improved, Off ROW improvements, Road banks improved, Storm water improvements.
Earl Township	Mill Road	<b>\$47,869.00</b>	Ditches improved, ditch outlets added, off ROW improvements, storm water improvements, vegetative management.
Lancaster City	W. Fulton Street AMENDMENT	<b>\$45,975.20</b>	Amendment to current project
<b><u>TOTAL</u></b>		<b>\$119,764.20 (LVR)</b>	<b>\$37,308.00 (DGR)</b>

**8. Capital RC&D Appointments**

Chris Thompson requested approval for the 2026 slate of representatives listed below. Herb Kreider moved to accept the three representatives, seconded by Kent Weaver. The motion passed unanimously.

Raymond D’Agostino; Comissioner Representative  
Greg Strausser; Member-at-Large  
Lauren Brodbar(Pending); Alternate Delegate

**9. SCC-MEB-PPP**

Chris Thompson reviewed the new funding program and requested authority to approve sponsoring proposals to the SCC-PPP. Gordon Hoover moved to approve viable projects under the partnership, seconded by Deryk Shaw. The motion passed unanimously.

**10. 75<sup>th</sup> Gala Committee Update**

Matt Kofroth requested approval for Flyway Excavating Inc. to sponsor the signature drink for the event and to allow an exception to the policies with regards to purchasing, transporting, and distribution of the alcohol. Roger Rohrer moved to approve, seconded by Gordon Hoover. The motion passed unanimously.

**IV. Reports & Information**

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

- Letter from Land Studies about an ownership change and becoming a subsidiary of The Davey Tree Company.
- Letter from TeamAg that they are expanding their services.
- Ad A. Crable III Obituary
- PACD announced naming Amy Brown as PACD new Executive Director.

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

Adam Stern reported that we are a little ahead of where we budgeted to be by this time of the year in regards to fees received. He also reported the amount of complaints received are due mostly to the rain events last month.

**3. Legislative Outreach Report**

Amanda Goldsmith reported for Sallie Gregory due to a technology issues and highlighted the legislative tour events of day.

**4. Conservation Foundation Report**

Matt Kofroth highlighted the Conservation Foundation Minutes which were included in the board packet.

**5. Invocation Policy Review**

Chris Thompson reviewed the draft policy and presented it for the required 30 day review period. The policy will be presented again next month for final approval.

**V. Additional Public Comment:**

None.

**VII. Meeting Adjourned**

Sonia Wasco adjourned the meeting without objection at 9:04 PM.

Respectfully,



Morgan Regan  
E&S Administrative Support Specialist

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

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

**Item III.3  
Requests for Nutrient Management Plan Approval (Lutz)**

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:

**September 2025 Activity  
November 5, 2025 Board Meeting**

<b>OWNER</b>	<b>TOWNSHIP</b>	<b>OPERATION</b>	<b>DESIGNATION</b>	<b>AEU's/ ACRE</b>	<b>REVIEWER</b>	<b>PLAN #</b>
David E. King	Leacock	Dairy	CAO	2.64	Brodbar	130
Jim and Sam DeLong	East Drumore	Dairy	CAFO/CAO	2.26	Adams	577
Myron Martin	West Cocalico	Broiler/Goat	CAO	5.28	Heigel	574
Lester S. Martin	Earl	Heifer	CAO	3.68	Bosworth	2607
Mike Brubaker	East Donegal	Dairy/Broiler	CAFO/CAO	2.26	Schavnis	246
Alvin W. Zimmerman	East Earl	Heifer	CAO	3.67	Brodbar	542
Dan Bollinger	Warwick	Pullet/Swine/ Beef	CAFO/CAO	5.9	Bosworth	287
Benjamin Nissley	Mount Joy	Swine	CAFO/CAO	8.24	Wisely	89
Samuel Esh	Salisbury	Beef/Swine	CAO	2.93	Brodbar	1453
Scott Wagner	Little Britain	Turkeys/Steers	CAFO/CAO	2.8	Adams	603
Daniel Miller	Fulton	Swine/Dairy	CAO	5.13	Adams	298

**October 2025 Activity  
November 5, 2025 Board Meeting**

<b>OWNER</b>	<b>TOWNSHIP</b>	<b>OPERATION</b>	<b>DESIGNATION</b>	<b>AEU's/ ACRE</b>	<b>REVIEWER</b>	<b>PLAN #</b>
James Lapp	West Cocalico	Layer	CAO	7.89	Heigel	520
Dan Heller	Elizabeth	Broiler, Horse	CAFO/CAO	12.96	Bosworth	373
Chris High	West Earl	Broiler, Steer	CAO	4.56	Heigel	13
Gerald Funk	Conoy	Broiler	CAO	73.82	Lutz	671
Lynn Royer	Mount Joy	Dairy	CAFO/CAO	3.57	Schavnis	171
Norman Hoover	Ephrata	Broiler	CAO	45.11	Heigel	68
Leon Zimmerman	Ephrata	Broiler	CAO	272.64	Heigel	308
Marvin Dale Slaymaker	Manor	Layer	CAO	3.76	Reuter	424
Ephraim S. Zook	Clay	Layer	CAO	5.01	Bosworth	3197
Herman Zeager	Conoy	Swine	CAFO/CAO	914.16	Lutz	88

Scotty Miller	Conoy	Swine	CAO	31.95	Schavnis	71
Glenn & Joel Martin	Penn	Ducks	CAFO/VAO	0.34	Riebling	407
Melvin Huber	Rapho	Layer /Beef	CAFO/CAO	12.36	Riebling	316
Galyn Musser	Rapho	Dairy/Pullet	CAFO/CAO	2.42	Riebling	532
Leon Ray Zimmerman	East Donegal	Steer/Swine/ Pullet/Broiler	CAFO/CAO	3.26	Schavnis	14
Doug Kauffman	Conoy	Pullet	CAO	165.05	Lutz	358
Wilmer Siegrist	West Donegal	Dairy/Pullet	CAO	3.09	Schavnis	349
Randall Brubaker	Rapho	Broiler/Swine/ Layer	CAFO/CAO	1983.15	Riebling	112
Bryan Byers	Drumore	Ducks	CAFO/VAO	0.79	Adams	110
Mike Bollinger	East Drumore	Broiler/ Heifer/Goat	CAO	4.95	Adams	521
Enos King	West Lampeter	Dairy	CAO	4.12	Brodbar	273

**NMP Update Report to Lancaster County CD Board of Directors**

**Technician:**

**Date Range:** Aug-25 Sep-25

NMP Name	Municipality	Plan Update Submission Date	Original NMP Approval Date	Planner <sup>1</sup>	Species <sup>2</sup>	AEUs	Regulated Operation Type <sup>3</sup>	Date Plan Acknowledgment Letter Sent	Reason for Update
Noah W. Kreider & Sons, LLP- Manheim Farm	Rapho	8/18/2025	4/3/2024	Devin Gerlach	Dairy/ Layers/ Pullets	16631.6	CAO/ CAFO	9/9/2025	Yearly Plan Submissions Update
Hess Agrimarketing, LLC	East Donegal	9/2/2025	10/2/2024	Bill Rogers	Steers	416.44	CAO/ CAFO	9/15/2025	Yearly Plan Submissions Update
LewAg, LLC	East Donegal	9/8/2025	10/2/2024	Amber Funk	Pullets	162.49	VAO	9/10/2025	Yearly Plan Submissions Update

**Date Range:** Sep-25 Oct-25

NMP Name	Municipality	Plan Update Submission Date	Original NMP Approval Date	Planner <sup>1</sup>	Species <sup>2</sup>	AEUs	Regulated Operation Type <sup>3</sup>	Date Plan Acknowledgment Letter Sent	Reason for Update
Shelmar Acres, LLC	East Donegal	9/18/2025	10/2/2024	Britton Hartzok	Swine/ Beef	1620.97	CAO/ CAFO	9/9/25/2025	Simple Update

**Nutrient Management Plan Transfer for Board Acknowledgment:  
 October 2025 Activity  
 November 5, 2025 Board Meeting**

Owner	Proposed Transfer Date	Township	Operation	Designation	AEU's/Acre	Reviewer	Plan #
H. Lamar Zimmerman to Brubaker Valley LLC	11/17/2025	Rapho	Broiler	CAO CAFO	54.47	Riebling	72

**Item III.4**

**Acknowledgment of Conservation Plans (Lutz)**

**The Lancaster NRCS Field Office recommends the following plans for the**

**November 5, 2025 Board Meeting:**

**NATURAL RESOURCES CONSERVATION SERVICE**

Conservation Plans	Number of Plans	Planner	Township
None			

**September**

**LCCD AG EROSION & SEDIMENTATION PLANS**

Conservation Plans	Number of Plans	Planner	Township
Kevin Rohrer	1	Brady Bosworth	Penn
Enrique Batista	1	Greg Heigel	Manor
Lloyd Glick	1	Brady Bosworth	Warwick
Chris Harnish	1	Jason Reuter	Pequea

**October**

**LCCD AG EROSION & SEDIMENTATION PLANS**

Conservation Plans	Number of Plans	Planner	Township
Paul Nolt	1	Jason Reuter	Earl
Christ Stoltzfus	1	Josh Pullen	West Hempfield
Lorenzo Pugliese	1	Greg Heigel	East Cocalico
Nevin & Tammy Mumma	1	Brady Bosworth	Elizabeth

**Item III.5**  
**2026 Lancaster County Conservation District**  
**Board of Directors (LCCDBD) Committee Dates**

Please review for approval the information below regarding the Board committee meetings in 2026. Note: January and February meetings are planned to combine in concert with the Annual Planning meeting that will take place in the morning, while the board meeting will follow in the afternoon.

In 2025, the Board approved moving the remaining board meetings in March through December to start at 7:00 pm rather than 7:30 pm.

No expense is incurred if the meeting must be canceled; however, there is a significant cost to add a meeting date.

\*Action Item - Approval needed to post.

- January and February meetings will be combined on Wednesday, January 21, at 1:30 pm.
- March – December meetings will be held on the first Wednesday of the month at 7:00 pm.
- The **Executive, Personnel, Pension, and Agriculture** Committees will meet one hour before each regularly scheduled LCCDBD meeting.
- **Watershed** Committee will be held on Mar 4, June 3, Sept 2, Dec 2, one hour before the scheduled LCCD Bd Mtg,
- **Education** Advisory Committee will meet on Mar 16, Jun 22, and Sept 21 at 9 am.
- The **Budget/Finance** Committee will meet on Aug 26, Sept 23 at 10:00 am <https://d15k2d11r6t6rl.cloudfront.net/public/users/Integrators/669d5713-9b6a-46bb-bd7e-c542cff6dd6a/a8e16746030542259a008c5feabcd187/600x361.png>
- **Dirt/Gravel/Low Volume Road** will be held on Mar 4, Sept 2 at 5:00 pm
- **Erosion/Sedimentation** Committee will be held on the 4<sup>th</sup> Thursday of each month, except Nov and Dec will meet on the 3<sup>rd</sup> Thursday at 1:30 pm.
- All meetings are held at the Farm & Home Center, 1383 Arcadia Road, Lancaster. Agendas and cancellations are posted at [www.lancasterconservation.org](http://www.lancasterconservation.org) at least 24 hours before the meeting. Virtual meeting options are available at [www.lancasterconservation.org](http://www.lancasterconservation.org).

\*Action Required

Item IV.2

10:25 AM  
09/29/25  
Cash Basis

Lancaster County Conservation District

Balance Sheet

As of September 29, 2025

ASSETS

Dst Accts

District General Fund

1001 · General Fund INVEST	1,330,322.49
1015 · General Fund Citizens	22,653.88

Total District General Fund 1,352,976.37

Raymond James/Fulton Advisors

Investment Unrealized Gain/Loss	114,712.00
Raymond James/Fulton Advisors - Other	750,000.00

Total Raymond James/Fulton Advisors 864,712.00

E & S

1002 · E & S - A	895,806.84
1005 · Clean Water - R	425,976.63

Total E & S 1,321,783.47

1003 · Youth Conservation School - C 1,084.25

1006 · Separation - A 40,258.38

1007 · Reserve

Reserved-LCCD Health 23-24 - A	10,496.78
Reserved-LCCD Health 22-23 - A	899.80
Reserved-LCCD Health 21-22 - A	16,034.10
Reserved-LCCD Health 20-21 - A	0.00
Reserved-LCCD Health 19-20 - A	0.00
Reserved-LCCD Health 18-19 - A	0.00
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	75,303.58
1007 · Reserve - Other	284,740.92

Total 1007 · Reserve 547,934.61

1008 · Scholarship - C

Bond Unrealized Gain/Loss - C	-3,320.32
Scholarship Bonds - C	35,000.00
1008 · Scholarship - C - Other	10,527.73

Total 1008 · Scholarship - C 42,207.41

1009 · Dirt & Gravel Roads - R 247,646.88

1013 - Exelon - R 929,081.44

1014 - Low Volume Roads - R 291,245.80

1115 · Conservation Excellence - R 1,562,567.85

1118 · American Rescue Plan Act - R 919,108.92

1119 · Agriculture Conservation Ass -R 6,190,068.79

1120 · CAP 2024 - R 829,796.83

1121 · ARPA 2024 - R 46,676.80

1122 · SCC ACAP 24/25 - R 1,863,790.58

1123 · DEP CAP 2025 - R 1,535,341.69

1017 · Self-Funded Health Insurance -R 128,116.51

**TOTAL ASSETS 18,714,398.58**

\$1,079,823.14	General Operations - U
\$178,287.46	Grants without bank account - R
\$54,382.93	Activities Account - A
\$40,482.84	Tree Fundraiser Account - U
<b>\$1,352,976.37</b>	<b>TOTAL</b>

Fulton Advisors	Fulton + INVEST
Funds Invested	Balance
5/2/2022	9/29/2025
350,000	1,245,806.84
	<u>425,976.63</u>
	1,671,783.47
25,000	26,084.25
25,000	65,258.38
25,000	25,000.00
50,000	50,000.00
25,000	25,000.00
100,000	162,863.97
125,000	409,740.92
25,000	67,207.41
750,000	Initial Investment
864,712	Current value
15.3%	ITD Gain/Loss

\$1,828,641.84	A - Assigned Funds
\$93,291.66	C - Committed Funds
\$15,147,706.18	R - Restricted Funds
\$1,644,758.90	U - Unassigned Funds
<b>\$18,714,398.58</b>	<b>TOTAL</b>

Lancaster County Conservation District  
**Balance Sheet**  
As of September 29, 2025

**LIABILITIES & EQUITY**

Liabilities

Current Liabilities

Other Current Liabilities

2015 · HSA Liability 80.77

2200 · YCS Liability 26,084.25

2016 · Health Insurance Liability 127,335.73

Total Other Current Liabilities 153,500.75

Total Current Liabilities 153,500.75

Total Liabilities 153,500.75

Equity

3000 · Opening Bal Equity 893,054.68

3900 · Retained Earnings 16,177,319.32

Net Income 1,490,523.83

Total Equity 18,560,897.83

**TOTAL LIABILITIES & EQUITY 18,714,398.58**

## Lancaster County Conservation District Income and Expenses January 1 through September 29, 2025

	General Operations	E&S	Activities & Tree Sale	Grants	Scholarship	Separation/ Reserve	Jan 1 - Sep 29, 25	Budget	\$ Over Budget
<b>Income</b>									
520 · County Funding	295,000.00						295,000.00	295,000.00	0.00
530 · Program Contracts	1,580,100.46	53,000.00					1,633,100.46	1,607,154.77	25,945.69
560 · Grant Administration	558,016.27	5,176.73		9,505.00			572,698.00	870,820.50	-298,122.50
570 · Grant Project Income				9,017,151.46			9,017,151.46	7,500,000.00	1,517,151.46
580 · Fee / Reimbursement Income	4,879.04		6,450.00				11,329.04	3,740.27	7,588.77
581 · E&S102 Review Fees		522,175.00					522,175.00	504,375.00	17,800.00
582 · NPDES Permit Fees		93,000.00					93,000.00	63,513.87	29,486.13
590 · Interest Income	33,704.24	39,597.60		485,047.49	978.41	18,396.04	577,723.78	26,152.77	551,571.01
540 · Activity Income			12,826.21		2,463.00		15,289.21	8,736.10	6,553.11
585 · Tree Sales Income	3,665.96		33,616.79				37,282.75	0.00	37,282.75
595 · Other Income	(3,499.64)	625.00	4,100.00	1,447.60		59,613.26	62,286.22	0.00	62,286.22
599R · Interfund Transfer In			10,000.00			6,410.02	16,410.02	0.00	16,410.02
<b>Total Income</b>	<b>2,471,866.33</b>	<b>713,574.33</b>	<b>66,993.00</b>	<b>9,513,151.55</b>	<b>3,441.41</b>	<b>84,419.32</b>	<b>12,853,445.94</b>	<b>10,879,493.28</b>	<b>1,973,952.66</b>
<b>Gross Profit</b>							<b>12,853,445.94</b>	<b>10,879,493.28</b>	<b>1,973,952.66</b>
<b>Expense</b>									
7100 · Staff Salary	1,719,909.34	461,224.19		139,628.17			2,320,761.70	2,436,721.05	-115,959.35
710 · All Emp Benefits	441,277.04	108,169.61	2,688.19	27,365.57			579,500.41	702,909.81	-123,409.40
720 · Vehicle & Travel Expenses	18,677.52	3,483.95	89.60	8,185.87			30,436.94	38,481.87	-8,044.93
722 · Meeting Expenses	13,701.98	1,943.28	27.17	(293.77)	71.24		15,449.90	17,260.81	-1,810.91
730 · Supplies	10,375.76	569.86	2,232.75	121.40			13,299.77	12,217.02	1,082.75
735 · IT - Communication	22,767.78	797.50					23,565.28	26,526.34	-2,961.06
740 · Postage	3,777.34	477.66	385.11	95.27	1.38		4,736.76	4,894.22	-157.46
745 · Office Rent	62,880.77	16,678.59		1,901.07			81,460.43	81,596.61	-136.18
750 · Equipment	18,396.34	715.18	2,518.00	850.68			22,480.20	27,796.56	-5,316.36
830 · Administrative	50,986.45	540.15	1,410.45	235.08			53,172.13	4,035.00	49,137.13
810 · Activity Expenses	207.70	32.54	50,207.80		2,000.00		52,448.04	2,394.24	50,053.80
820 · Grant Project Expenses				8,148,421.56			8,148,421.56	8,250,000.00	-101,578.44
805 · Allocated Cost Transfer	(10,987.66)	9,009.56		1,978.10			0.00	101,955.79	-101,955.79
890 · Miscellaneous Expenses	798.97	(20.00)					778.97	747.20	31.77
895 · Contingencies							0.00	11,208.33	-11,208.33
899E · Interfund Transfer Out	6,410.02					10,000.00	16,410.02	0.00	16,410.02
<b>Total Expense</b>	<b>2,359,179.35</b>	<b>603,622.07</b>	<b>59,559.07</b>	<b>8,328,489.00</b>	<b>2,072.62</b>	<b>10,000.00</b>	<b>11,362,922.11</b>	<b>11,718,744.85</b>	<b>-355,822.74</b>
<b>Net Income</b>	<b>112,686.98</b>	<b>109,952.26</b>	<b>7,433.93</b>	<b>1,184,662.55</b>	<b>1,368.79</b>	<b>74,419.32</b>	<b>1,490,523.83</b>	<b>-89,251.57</b>	<b>2,329,775.40</b>



Lancaster County Conservation District  
**Balance Sheet**  
As of October 28, 2025

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Other Current Liabilities**

2200 · YCS Liability 26,087.99

2016 · Health Insurance Liability 124,761.86

**Total Other Current Liabilities** 150,849.85

**Total Current Liabilities** 150,849.85

**Total Liabilities** 150,849.85

**Equity**

3000 · Opening Bal Equity 893,054.68

3900 · Retained Earnings 16,177,319.32

**Net Income** 1,853,460.53

**Total Equity** 18,923,834.53

**TOTAL LIABILITIES & EQUITY** 19,074,684.38

## Lancaster County Conservation District Income and Expenses January 1 through October 28, 2025

	General Operations	E&S	Activities & Tree Sale	Grants	Scholarship	Separation/ Reserve	Jan 1 - Oct 28, 25	Budget	\$ Over Budget
<b>Income</b>									
520 · County Funding	295,000.00						295,000.00	295,000.00	0.00
530 · Program Contracts	1,618,527.91	53,000.00					1,671,527.91	1,661,163.01	10,364.90
560 · Grant Administration	666,071.44	5,176.73		9,505.00			680,753.17	870,820.50	-190,067.33
570 · Grant Project Income				10,697,189.43			10,697,189.43	7,500,000.00	3,197,189.43
580 · Fee / Reimbursement Income	4,679.04		6,850.00				11,529.04	4,013.43	7,515.61
581 · E&S102 Review Fees		581,435.00					581,435.00	557,056.45	24,378.55
582 · NPDES Permit Fees		99,000.00					99,000.00	70,147.84	28,852.16
590 · Interest Income	39,666.07	44,253.35		533,646.87	1,014.77	20,427.48	639,008.54	28,884.40	610,124.14
540 · Activity Income			13,026.21		2,463.00		15,489.21	9,126.34	6,362.87
585 · Tree Sales Income	3,665.96		33,616.79				37,282.75	0.00	37,282.75
595 · Other Income	(3,339.64)	625.00	4,100.00	2,578.10		66,459.96	70,423.42	0.00	70,423.42
599R · Interfund Transfer In			10,000.00			10,074.97	20,074.97	0.00	20,074.97
<b>Total Income</b>	<b>2,624,270.78</b>	<b>783,490.08</b>	<b>67,593.00</b>	<b>11,242,919.40</b>	<b>3,477.77</b>	<b>96,962.41</b>	<b>14,818,713.44</b>	<b>10,996,211.97</b>	<b>3,822,501.47</b>
<b>Gross Profit</b>							<b>14,818,713.44</b>	<b>10,996,211.97</b>	<b>3,822,501.47</b>
<b>Expense</b>									
7100 · Staff Salary	1,889,525.60	506,232.63		153,321.03			2,549,079.26	2,665,697.68	-116,618.42
710 · All Emp Benefits	488,994.80	118,780.27	3,734.69	30,117.45			641,627.21	768,961.67	-127,334.46
720 · Vehicle & Travel Expenses	22,078.45	(7,944.66)	89.60	8,917.25			23,140.64	42,501.30	-19,360.66
722 · Meeting Expenses	13,951.24	1,982.47	104.95	(293.77)	71.24		15,816.13	19,063.70	-3,247.57
730 · Supplies	10,567.19	569.86	2,864.22	65.54			14,066.81	13,493.10	573.71
735 · IT - Communication	25,349.66	797.50					26,147.16	29,297.01	-3,149.85
740 · Postage	3,807.29	477.66	385.11	95.27	1.38		4,766.71	5,405.45	-638.74
745 · Office Rent	69,874.85	18,529.96		2,106.78			90,511.59	90,119.31	392.28
750 · Equipment	18,726.38	715.18	2,518.00	850.68			22,810.24	30,699.93	-7,889.69
830 - Administrative	55,184.55	540.15	1,410.45	235.08			57,370.23	4,456.45	52,913.78
810 · Activity Expenses	242.70	32.54	52,447.28		2,000.00		54,722.52	2,521.06	52,201.46
820 · Grant Project Expenses				9,443,880.47			9,443,880.47	8,250,000.00	1,193,880.47
805 · Allocated Cost Transfer	(21,960.18)	17,948.06		4,012.12			0.00	109,104.67	-109,104.67
890 · Miscellaneous Expenses	1,258.97	(20.00)					1,238.97	825.25	413.72
895 · Contingencies							0.00	12,379.03	-12,379.03
899E · Interfund Transfer Out	10,074.97					10,000.00	20,074.97	0.00	20,074.97
<b>Total Expense</b>	<b>2,587,676.47</b>	<b>658,641.62</b>	<b>63,554.30</b>	<b>9,643,307.90</b>	<b>2,072.62</b>	<b>10,000.00</b>	<b>12,965,252.91</b>	<b>12,044,525.61</b>	<b>920,727.30</b>
<b>Net Income</b>	<b>36,594.31</b>	<b>124,848.46</b>	<b>4,038.70</b>	<b>1,599,611.50</b>	<b>1,405.15</b>	<b>86,962.41</b>	<b>1,853,460.53</b>	<b>-1,048,313.64</b>	<b>2,901,774.17</b>

**Item IV.3**  
Personnel Committee Update

Fall Intern-Submitted by Amanda Goldsmith

In September, District staff (Kofroth & Goldsmith) interviewed 5 college students who had applied for the fall internship position with the Conservation District. Staff felt these five applicants had exemplary skills suited for the internship position. From these five applicants, one rose to the top during the interview process, and we offered the fall internship position to this individual, who accepted as of September 21, 2025.

Katherine Hoehl is a recent graduate from Allegheny College with a degree in Environmental Science and Sustainability and a minor in Biology. She has multiple years of summer experience as a vegetation technician through a Penn State study. There, she learned over 200 plant taxa and multiple measurement techniques for deer browse evaluation. She also has extensive experience with GIS, invasive species, and data collection and management. Through these experiences, Katherine will greatly benefit the watershed program through her knowledge, experience, and professionalism. She will start her internship position with the Conservation District on September 30<sup>th</sup> and work through December 5<sup>th</sup>.

The intern will be paid \$15.00/hr. Her work will be with the Watershed program, focusing on riparian buffer management and water monitoring installation. In addition to assisting all District staff, the intern will have several projects she will be tasked with completing before she finishes working for the District. Funds to pay for the intern will come from a line item in the 2025 District budget for interns.

**\*Action Required**

Ag Engineering Technician

As you know, we have an open Ag Engineering Technician position on the Ag team. We were waiting to try and fill the seat until closer to the next round of trainings in the spring, but after our gala event, we learned that a retired NRCS employee, Gary Ballina, was looking to work part-time.

Staff requested permission from the Personnel Committee to act on this unique opportunity and offer Gary a position in the Agricultural Engineering Department, and he accepted. Gary has more than 40 years of field experience and is well known by our team. He is an expert trainer for our newer staff and will be very instrumental in helping us to utilize the ACAP dollars to design and install BMPs. Gary will be working an average of 24 hours per week, depending on workload, and he will receive an hourly rate without any fringe benefits other than a workspace and a flexible work schedule. As an established and funded position, the Committee approved the action, and Gary started on October 20<sup>th</sup>.

**\*Action Required**

**Item IV.4  
ACAP/CEG Grant Approval**

The Agriculture Conservation Assistance Program (ACAP) and Conservation Excellence Grant (CEG) currently have two applications that have been reviewed by district staff and are ready for board action. The following table outlines the projects and amounts requested.

<b>Landowner</b>	<b>District/Private Consultant</b>	<b>Municipality</b>	<b>BMPs</b>	<b>Total Project Cost</b>	<b>Total Grant Requested</b>
Samuel Glick	District	East Drumore Twp	Pipe Outlet Storage Terraces	\$44,271.52	\$39,844.37
Jay Clifford Sensenig	District	Little Britain Twp.	Stacking Shed, Heavy Use Area, Waste Transfer	\$38,000.00	\$34,200.00
<b>Totals</b>				<b>\$82,271.52</b>	<b>\$74,044.37</b>

The Ag Program Manager and Assistant Ag Program Manager recommend positive action for approving \$74,044.37 worth of ACAP/CEG funding for the multiple applications.

**\*Action Required**

**Item IV.5  
Nutrient Management Expired Plan Referrals**

Act 38 Nutrient Management Plans approved for Crop Years 2023-2025 expired September 30<sup>th</sup>, 2025. The District Ag Department, as required by our N.M Delegation Agreement, started the process of notifying Act 38 operations whose plans were expiring with a series of three (3) SCC-provided form letters beginning in April 2025. Those plans were to be revised by a commercial planner and submitted to the District for review and approval by September 30<sup>th</sup>. Currently, there are two (2) expired CAO plans that have yet to be received based on this timeline (listed below). There have been various degrees of communication between the District and the operators/consultants. At this point, following SCC guidance, the District may act and make referrals to the SCC for further follow-up and potential enforcement (if required). These operations have also been reviewed by the Agriculture Committee prior to this meeting. Assuming a positive recommendation from the Agriculture Committee, the Ag Program Manager respectfully requests for approval to refer any of these operations to the SCC immediately, or at a date recommended by the Agriculture Committee.

<b>Operator</b>	<b>Municipality</b>
Melvin Allgyer	Caernarvon
Levi Stoltzfoos	Sadsbury

**\*Action Required**

**Item IV.6**  
**Budget and Finance Committee Meeting Recap**

The District Budget and Finance Committee met again on Wednesday, September 24<sup>th</sup>, from 10 - 11:15 AM. The committee discussed Fulton Financial investments, auditor selection, potential capital improvements, new funding opportunities, and potential new staff positions in 2026. All of these play a role in creating the following year's budget and implications moving forward.

In addition, the Committee also got a look at the 2026 Draft District budget (handout) and provided feedback on the budget. Currently, the 2026 budget is showing a deficit of approximately \$187,000. (It was as high as \$800,000 earlier in this process.) The deficit is due to several reasons, from no state budget yet to reduced funding to additional overhead costs. The committee was okay with this deficit because of the constant ebb and flow of funding the District can get throughout the year. They also recommend that administration and finance have quarterly check-ins with the committee to see if things are headed in a negative way, so that contingency plans can be made.

Regarding contingency plans, the GSAB-54 policy was shared with the committee, and what is needed to run the District. This was edited slightly and will need to be approved by the Board for the changes made. Most changes related to old or outdated financial figures that were in the 10-year-old document. These will be discussed at the Board meeting along with the 2026 Budget. The draft budget will be reviewed at the November Board meeting and voted on at the December meeting.

**\*Action Required**



**LANCASTER COUNTY CONSERVATION DISTRICT  
GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB-54)  
FUND BALANCE POLICY**

*Approved: January 23, 2012*

*Revised: September 24, 2025*

A. Purpose

The Lancaster County Conservation District recognizes that the maintenance of an adequate fund balance is essential to the preservation of the financial integrity of the Conservation District and is fiscally advantageous for both the Conservation District and the landowners served by the District in the county. This policy also establishes the individuals who have the authority to assign or commit funds.

B. Definitions

Fund Balance – refers to the difference between total assets and total liabilities in each fund. Fund Balance is a measurement of available resources.

GASB Statement 54 requires that the fund balance for the governmental funds be reported in five distinct categories. The following five categories are presented based on the relative strength of the constraints imposed on the funds. Beginning with the least binding constraints, the fund balance amounts will be reported in the following classifications:

1. Unassigned Fund Balance – Amounts available to be used or not restricted in any manner. The Unassigned Fund Balance may only be used to report General Fund amounts or deficit amounts in other funds.
2. Assigned Fund Balance – Amounts that are intended for a particular purpose as determined. Intent can be expressed by the governing body or by an official delegated authority. (Example: using a portion of the fund reserves to balance the budget).
3. Committed Fund Balance - Amounts that can be used only for a specific purpose as determined by a formal action of the Lancaster County Conservation District Board of Directors. Commitments may be changed or lifted ONLY by the same formal action of the Board of Directors. (An example would be a formal action to define the use of proceeds from the sale of Conservation District-owned property).
4. Restricted Fund Balance - Constraints placed on the use of the resources are imposed by external parties. (Examples for Lancaster District would be PA State Dirt & Gravel Roads funds for townships or private funds from the ARCONIC Foundation for educational purposes).
5. Non-spendable Fund Balance - Amounts that are not in spendable form or are legally or contractually required to be maintained intact. (Examples are inventories, prepaid expenses, or long-term receivables all of which are precluded from cash conversion).

### C. Background Account Information

The District's general fund checking bank account (currently at Citizens) and the PA INVEST General Ledger Investment account contain the operating funds for three District fund balances: General Operating, Grants, and District Activities. Since most grants require that the District up-front most funding, the grant fund balance may have a negative balance throughout the year. Currently, the unassigned funds in the Grant fund are \$20,000 and the unassigned funds in the District Activities fund are at a level of approximately \$30,000.

### **Policy GASB -54**

### D. Guidelines

1. The District will strive to maintain a combined general fund bank/INVEST balance to cover an average of no less than one month of the operating expenditures (currently \$375,000 (2025)) with a District Resource Investment account backup.
2. If the combined general fund bank/INVEST balance falls below this minimum threshold, the administration will inform the Budget and Finance Committee of the situation and verify that by adding in the funds from the District Investment account there will be adequate funds for three months operation. In addition, the administration will discuss options for pursuing a line of credit as well as increasing revenue and decreasing expenditures with the Budget and Finance Committee to bring fund balances back to the above guidelines.
3. A Separation Investment Account for paying out separation costs (e.g. accumulated vacation and sick leave) is to be maintained. The fund balance should account for at least half of the District's total separation liability at the time of its greatest exposure (note: minimum exposure is on the last day of the calendar year due to vacation carry-over limits).
4. The E&S Investment Account along with the NPDES Investment Account is a combined operations/reserve account for the E&S Department. Funds that accumulate in the combined accounts that are more than what is needed to operate the E&S Department for one year may be moved (at the end of the calendar year) into the General Operating Fund. A two-year rolling average will be considered, and any funds removed should be used for similar projects. This action requires approval by the Budget and Finance Committee.
5. At the end of each calendar year, the administration will identify the Restricted, Committed, Assigned, and Unassigned funds.

### E. Use of Fund Balance

When both restricted and unrestricted funds are available for expenditure, restricted funds should be spent first unless legal requirements disallow it.

When committed, assigned, and unassigned funds are available for expenditure, committed funds should be spent first, assigned funds second, and unassigned funds last.

F. Authority to Commit Funds

The Conservation District's Board of Directors has the authority to set aside funds for a specific purpose.

Formal action must be taken to set aside funds as Committed Fund Balance. The formal action should occur before December 31, but the amount may be determined in subsequent periods.

G. Authority to Assign Funds

Authority is given to the Conservation District Manager and Assistant District Manager to jointly assign funds for specific purposes. Funds set aside as Assigned shall be reported to the Budget and Finance Committee.

## Item IV.7

### Offering an Invocation at Public Meetings

The draft Invocation Policy (see attached/below) has been out for the 30-day review, and the final version below is presented for approval.

#### **\*Action Required**

### Draft Policy Statement Offering an Invocation at Public Meetings

#### Purpose

At the discretion of the Board of Directors, the Lancaster County Conservation District will open its official meetings with an invocation before engaging in public business of the organization to mark the occasion and center our thoughts on the shared ideals and principles of our Conservation mission and vision.

Participation in the invocation, as a presenter or participant, is strictly voluntary and any reasonable accommodation will be considered and exercised for those wishing not to participate.

#### Guidelines for Offering an Invocation

- **Format and Function:** An invocation is a request, entreaty, or petition to help center our thoughts and ideas on the stated purpose of the gathering. As such, it is to be done prior to calling the Business Meeting to order and can take the form of a prayer, recitation of a reflective quote, statement, poem, or even a moment of silence to allow everyone the chance to reorient themselves and focus their thoughts on the purpose of the meeting.
- **Respectful and Inclusive:** Invocations should respect the diverse backgrounds and beliefs of the audience and promote an atmosphere of inclusivity and shared purpose. Equally as important, is for the organization/audience to respect the presenter's Freedom of Expression as a protected Right under the U.S. Constitution.
- **Non-Discriminatory:** Invocations should not proselytize or disparage any particular faith or belief, nor should they promote or disparage non-religious views.
- **Focus on Shared Values:** The content should emphasize common values, principles, and aspirations that resonate with all participants, regardless of their individual beliefs.

- Conciseness: Invocations should be brief, generally not exceeding two to three minutes in length.
- Voluntary Participation: No one is required to participate in the invocation, and individuals are free to join the meeting after or leave during the invocation.
- No Participation Directives: The Directors will not instruct the speaker about what to say; they will not review or alter the content of any invocation offered by a volunteer speaker.
- Participation Requests: Requests to deliver an invocation should be directed to the Board Chair who will schedule participation at the earliest convenience.

Administration of the Policy

- This policy is intended to comply with relevant legal precedent and foster an environment that respects the rights of all individuals, whether religious or non-religious.
- Compliance is Expected: Invocation speakers are expected to self-regulate and adhere to this policy statement. The Executive Committee of the Board will be responsible for evaluating the content and conduct of the presenter and the audience to determine compliance.
- Non-Compliance May Impact Future Opportunities: Failure to comply with these guidelines may result in a speaker not being allowed to offer future invocations.

# # #

Approved and adopted by the Board on \_\_\_\_\_

# E&S Report

## September 2025

		Sep 2025	YTD
Total Plan Submissions		26	268
Total Plan Acres		921.10	7522.01
Total Disturbed Acres		240.98	2427.99
Fees Collected	NPDES Permit Fees Collected	\$5,500	\$94,500
	DEP Fees Collected	\$15,400	\$96,200
	E&S Plan Review Fees	\$59,675	\$560,375

<u>Complaints</u>	
<u>Date Received</u>	<u>Municipality</u>
9/4/2025	EARL TWP
9/8/2025	EAST HEMPFIELD TWP
9/9/2025	EAST LAMPETER TWP
9/10/2025	MANHEIM TWP
9/15/2025	AKRON BORO
9/15/2025	MANHEIM TWP
9/15/2025	MANHEIM TWP
9/23/2025	CLAY TWP
9/23/2025	LANCASTER TWP
9/24/2025	WEST HEMPFIELD TWP
9/26/2025	EAST LAMPETER TWP
9/28/2025	WEST DONEGAL TWP
9/29/2025	MANHEIM TWP

## September 2024

		Sep 2024	YTD
Total Plan Submissions		43	284
Total Plan Acres		1125.45	8763.21
Total Disturbed Acres		111.31	2025.02
Fees Collected	NPDES Permit Fees Collected	\$14,000	\$101,000
	DEP Fees Collected	\$4,900	\$94,200
	E&S Plan Review Fees	\$36,950	\$522,150

<u>Complaints</u>	
<u>Date Received</u>	<u>Municipality</u>
9/3/2024	MANHEIM TWP
9/5/2024	WEST COCALICO TWP
9/24/2024	UPPER LEACOCK TWP

**E&S Department Submissions**

**9/1/2025 to 9/30/2025**

<b><u>Project Name</u></b>	<b><u>Municipality</u></b>	<b><u>Disturbed Acres</u></b>	<b><u>Fees Amount</u></b>
Parkside Reserve	MANHEIM TWP	64.4	\$600
Kreider - Fill Placement	PENN TWP	5.43	\$2,545
Josh Stoltzfus - Roofed Heavy Use Area	STRASBURG TWP	0.63	\$815
Smoketown Airport Hangar Expansion	EAST LAMPETER TWP	7.85	\$3,310
F.E. Fritz Elementary School	EAST LAMPETER TWP	4.58	\$2,545
1689 Gish Road	PENN TWP	0.77	\$600
57 Paradise Lane	PARADISE TWP	0.97	\$815
Michael J. Blank Subdivision	WEST EARL TWP	0.97	\$600
Mervin Stoltzfus Poultry Barn	UPPER LEACOCK TWP	2.94	\$1,935
Willow Valley Lakes Core	WEST LAMPETER TWP	0.44	\$815
Kenneth Ringler Ag Crossing	CAERNARVON TWP	0.14	\$100
Iris Jiangli He	LANCASTER TWP	0.6	\$600
Lampeter Orchard	WEST LAMPETER TWP	14.6	\$600
Herbert Weaver	EAST DRUMORE TWP	0.712	\$815
StayAPT Suites Hotel - Ephrata	EPHRATA TWP	2.68	\$1,935
Marvin Esh Stream Crossing #2	BART TWP	0.1	\$100
Lincoln Highway Rentals	SALISBURY TWP	5.11	\$2,545
Nordstrom Residence	MANHEIM TWP	0.34	\$600
Cocalico Creek Homes	EAST LAMPETER TWP	3.11	\$1,935
John E. Herschberger	PARADISE TWP	0.71	\$600
Steve Long - Equipment Shed	DRUMORE TWP	0.95	\$815
Nolt Road Park	EAST HEMPFIELD TWP	51.1	\$14,275
821 Waterfront Drive - Pool and Poolhouse	WEST LAMPETER TWP	0.22	\$600
WHEM-MCGO Recloser & Fiber Project	EAST WEST HEMPFIELD TWPS	71.34	\$19,375
Susquehanna Pump Station Intake Relocation	FULTON TWP	0.19	\$100
2113 Cloverleaf Road SRSTP	MOUNT JOY TWP	0.099	\$100

**Outstanding NPDES Projects  
Received >3 Months Ago - 9/30/2025**

Date Received	Project	Permit #	Municipality	Status	Last Action
5/30/2024	1815 Zeager Road Facility	PAC360972	WEST DONEGAL TWP	Inadequate DEP	7/24/25
10/8/2024	Anthony Newswanger Ag Operation	PAC361005	CAERNARVON TWP	Technical R	8/14/25
11/18/2024	Freedom Land Properties / Premiere LLC	PAD360136	SALISBURY TWP	Inadequate DEP	7/30/25
12/16/2024	Steve Groff	PAD360140	MARTIC TWP	Inadequate	9/28/25
1/17/2025	Cornerstone Business Park Lot W-4	PAC361033	RAPHO TWP	Inadequate	9/22/25
1/23/2025	Elmer E. Stoltzfus	PAD360143	PROVIDENCE TWP	Inadequate DEP	9/25/25
1/29/2025	Henry M. Fisher	PAD360144	LITTLE BRITAIN TWP	Adequate DEP	8/11/25
2/18/2025	Cozy Cabins	PAC361042	EARL TWP	Technical R	9/26/25
2/24/2025	989 Goshen Mill Road	PAD360145	EAST DRUMORE TWP	Technical R	9/2/25
3/3/2025	Merle Ressler	PAD360146	SALISBURY TWP	Inadequate	9/15/25
3/4/2025	Melvin Burkholder	PAC361049	ELIZABETH TWP	Inadequate	4/23/25
3/6/2025	511 Snyder Road	PAC361054	MANHEIM TWP	Technical R	9/8/25
3/7/2025	Westmount Development	PAC361055	MOUNT JOY TWP	Inadequate	9/18/25
3/13/2025	Wawa Store #8218	PAC361058	PEQUEA TWP	Adequate DEP	9/17/25
3/20/2025	Vistablock - Garden Spot Industries	PAC361060	EAST EARL TWP	Inadequate	9/2/25
3/21/2025	Gish's Furniture	PAD360147	EAST LAMPETER TWP	Technical R	9/23/25
4/1/2025	756 Gehman School Road	PAC361064	EAST COCALICO TWP	Inadequate DEP	8/12/25
4/1/2025	Amos K. Esh Expansion	PAD360148	BART TWP	Inadequate DEP	8/14/25
4/2/2025	Samuel E. Beller	PAC361065	PARADISE TWP	Complete	9/18/25
4/3/2025	Brown Road Site	PAD360149	LITTLE BRITAIN TWP	Adequate DEP	9/8/25
4/3/2025	R. Michael Houhton	PAD360150	EAST DRUMORE TWP	Complete	8/27/25
4/7/2025	Syncarpha Brecknock	PAD360152	BRECKNOCK TWP	Inadequate	9/17/25
4/7/2025	709 Lime Quarry Road	PAD360151	SALISBURY TWP	Complete	7/18/25
4/15/2025	Lancaster Large Diameter Transmission Main	PAC361067	COLUMBIA BORO	Inadequate	9/18/25
4/21/2025	Stephen T. Stoltzfus	PAC361069	SALISBURY TWP	Technical R	9/2/25
4/24/2025	Benuel M. Smucker	PAC361070	CAERNARVON TWP	Technical R	9/23/25
4/25/2025	Samuel Zook	PAC361061	STRASBURG TWP	Complete	9/22/25
4/29/2025	Florin Hill Major Mod	PAD360126 A-1	MT JOY BORO	Inadequate DEP	8/11/25
4/29/2025	White Horse Business Center	PAD360059 A-2	SALISBURY TWP	Complete	9/23/25
5/1/2025	Furnace Hills Pike Sidewalk Improvements	PAD360154	WARWICK TWP	Adequate DEP	9/5/25
5/1/2025	Christ Esh	PAD360155	DRUMORE TWP	Complete	8/13/25
5/9/2025	Stoneybrook Phase 3B	PAC360143 A-1	WEST DONEGAL TWP	Technical R	9/11/25
5/9/2025	1134 Stony Battery Road	PAD360156	WEST HEMPFIELD TWP	Complete	8/4/25
5/19/2025	Enola Low Grade Trail East 2	PAD360157	SADSBURY TWP	Complete	8/18/25
5/21/2025	1360 Manheim Pike	PAD360158	MANHEIM TWP	Inadequate DEP	9/25/25
5/27/2025	Peregrine	PAC360643 A-1	WEST HEMPFIELD TWP	Incomplete	9/8/25
6/2/2025	John Ray Stoltzfus	PAC361074	SADSBURY TWP	Completeness R	8/28/25
6/6/2025	Willow Street Park	PAC361076	WEST LAMPETER TWP	Incomplete	8/8/25
6/13/2025	Lancaster Large Diameter Transmission Main	PAC361067 A-1	WEST HEMPFIELD TWP	Incomplete	9/9/25
6/13/2025	Burnell Nolt/ Delmar Nolt	PAD360160	DRUMORE TWP	Completeness R	9/23/25
6/18/2025	Benjamin Stoltzfoos Poultry Barn	PAC361078	UPPER LEACOCK TWP	Technical R	9/10/25
6/23/2025	WAGABOX Lanchester	PAC361079	CAERNARVON TWP	Incomplete	7/10/25
6/23/2025	Stephen Petersheim	PAD360161	BART TWP	Complete	9/23/25
6/25/2025	Sloan's Norlanco Pharmacy	PAC361080	MOUNT JOY TWP	Inadequate DEP	9/26/25
6/25/2025	Penn State Health Lancaster Medical Center & Brookside (PSH-	PAD360048 A-1	EAST HEMPFIELD TWP	Incomplete	9/2/25
6/26/2025	Water Street Bicycle and Pedestrian Blvd	PAD360162	LANCASTER CITY	Completeness R	9/18/25
<b>Total</b>	<b>46</b>	At District	21	Not at District	25

**KEY**

Received	project received in office, queue for completeness review	<b>Total Submissions Under Review</b>	<b>97</b>
Incomplete	incompleteness letter sent	<b>Issued NPDES Submissions</b>	<b>17</b>
Completeness R	resubmission received, queue for completeness review		
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		

### 9-2025 Issued NPDES Submissions

Stoner Farm Minor Mod	Reichardt Tract Subdivision
Manor Creek Dairy Expansion	Turkey Hill Dairy
Autohaus	David Lapp Poultry Barns
Good Transport Services, Inc.	1376 Campus Road Minor Mod
340 Fairview Road Tract	Farm on Quarry Road Major Mod
Blue/Green Corridor Trail Improvements	Darren Charles Ag Operation
1450 Manheim Pike - Wawa Major Mod	Enola Low Grade Trail Section 2
Henry Stoltzfus Poultry Barns	Northeast Supply Enhancement - Quarryville Loop
Prestige Real Estate	

# E&S Report

## October 2025

		Oct 2025	YTD
Total Plan Submissions		33	301
Total Plan Acres		428.99	7951.00
Total Disturbed Acres		190.13	2618.12
<b>Fees Collected</b>	NPDES Permit Fees Collected	\$7,000	\$101,500
	DEP Fees Collected	\$4,900	\$101,100
	LCCD Fees for Services	\$40,460	\$600,835

<u>Complaints</u>	
<u>Date Received</u>	<u>Municipality</u>
10/1/2025	EPHRATA TWP
10/2/2025	MT JOY BORO
10/7/2025	ADAMSTOWN BORO
10/8/2025	EAST LAMPETER TWP
10/8/2025	MANHEIM TWP
10/9/2025	MANHEIM TWP
10/9/2025	CAERNARVON TWP
10/9/2025	WARWICK TWP
10/14/2025	BART TWP
10/14/2025	LANCASTER TWP
10/15/2025	EAST LAMPETER TWP
10/15/2025	EAST HEMPFIELD TWP
10/17/2025	EARL TWP
10/21/2025	UPPER LEACOCK TWP

## October 2024

		Oct 2024	YTD
Total Plan Submissions		133	417
Total Plan Acres		627.41	9390.62
Total Disturbed Acres		113.36	2138.38
<b>Fees Collected</b>	NPDES Permit Fees Collected	\$54,000	\$155,000
	DEP Fees Collected	\$43,000	\$98,500
	E&S Plan Review Fees	\$36,150	\$558,300

<u>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

**E&S Department Submissions**

**10/1/2025 to 10/31/2025**

<b><u>Project Name</u></b>	<b><u>Municipality</u></b>	<b><u>Disturbed Acres</u></b>	<b><u>Fees Amount</u></b>
Stephen Huber Residence	BRECKNOCK TWP	2.05	\$1,630
Aaron S. Esh Jr. (2025)	SALISBURY TWP	0.97	\$600
Fairmount Homes - Orchard Terrace	WEST EARL TWP	4.06	\$600
400 East Main Street	MT JOY BORO	0.83	\$815
Center Street Road Improvements	LEACOCK TWP	13.25	\$3,820
250 College Avenue	LANCASTER CITY	5.35	\$815
Owl Hill Road Subdivision	WARWICK TWP	8.75	\$600
Amos K. Lapp Rock-Lined Waterways	COLERAIN TWP	0.41	\$100
Lancaster Archery Supply	EAST LAMPETER TWP	4.65	\$2,545
MTSD - Maintenance Building and Campus Improvements	MANHEIM TWP	4.9	\$2,545
Vintage Business Park	PARADISE TWP	2.02	\$1,630
Legacy Crossing	MANOR TWP	94.59	\$815
McCaskey High School Stadium Renovations	LANCASTER CITY	7.62	\$815
LBC - Baseball Field Improvements	MANHEIM TWP	0.92	\$815
ERSA Trunk A Interceptor Expansion	MOUNT JOY TWP	4	\$2,240
John M. Esh	PROVIDENCE TWP	2.27	\$1,630
110 East Pine Street	EPHRATA BORO	0.32	\$600
J. King Stream Restoration	STRASBURG TWP	0.21	\$100
Todd Barge Ag Operation	PARADISE TWP	7.7	\$3,310
Steve and Heidi Hershey	WEST HEMPFIELD TWP	0.63	\$600
Benuel Smucker - 3 Crossings and Splash Pad	CAERNARVON TWP	0.9	\$100
Timberline Estates Lot 26	EAST EARL TWP	0.35	\$600
Brett M. Nolt	CLAY TWP	0.94	\$600
David Smucker	PARADISE TWP	0.92	\$815
Justin Kreider Subdivision Lot #3	LITTLE BRITAIN TWP	0.95	\$600
1838 Windy Hill Road	WEST LAMPETER TWP	0.427	\$600
TKSW Associates, LP	WEST HEMPFIELD TWP	1.42	\$1,325
Melvin Huber Poultry Barn	RAPHO TWP	8	\$3,310
Cottage Avenue Solar Project	MILLERSVILLE BORO	7.4	\$3,055
131 Stump Road	MARTIC TWP	0.98	\$815
Christian Stoltzfus	LEACOCK TWP	0.67	\$600
Leon F. Stoltzfus	UPPER LEACOCK TWP	0.86	\$600
J Hubler Landscaping	MOUNT JOY TWP	0.81	\$815

**Outstanding NPDES Projects  
Received >3 Months Ago - 10/31/2025**

Date Received	Project	Permit #	Municipality	Status	Last Action
5/30/2024	1815 Zeager Road Facility	PAC360972	WEST DONEGAL TWP	Inadequate DEP	7/21/25
11/18/2024	Freedom Land Properties / Premiere LLC	PAD360136	SALISBURY TWP	Inadequate	9/28/25
1/17/2025	Cornerstone Business Park Lot W-4	PAC361033	RAPHO TWP	Adequate DEP	10/29/25
1/23/2025	Elmer E. Stoltzfus	PAD360143	PROVIDENCE TWP	Technical R	10/20/25
1/29/2025	Henry M. Fisher	PAD360144	LITTLE BRITAIN TWP	Adequate DEP	8/11/25
2/18/2025	Cozy Cabins	PAC361042	EARL TWP	Inadequate DEP	10/17/25
3/7/2025	Westmount Development	PAC361055	MOUNT JOY TWP	Technical R	10/31/25
3/20/2025	Vistablock - Garden Spot Industries	PAC361060	EAST EARL TWP	Technical R	10/2/25
3/21/2025	Gish's Furniture	PAD360147	EAST LAMPETER TWP	Inadequate DEP	10/22/25
4/1/2025	756 Gehman School Road	PAC361064	EAST COCALICO TWP	Inadequate	10/2/25
4/1/2025	Amos K. Esh Expansion	PAD360148	BART TWP	Inadequate DEP	10/28/25
4/2/2025	Samuel E. Beiler	PAC361065	PARADISE TWP	Complete	9/18/25
4/3/2025	R. Michael Houhton	PAD360150	EAST DRUMORE TWP	Inadequate DEP	10/9/25
4/7/2025	Syncarpha Brecknock	PAD360152	BRECKNOCK TWP	Inadequate	9/17/25
4/7/2025	709 Lime Quarry Road	PAD360151	SALISBURY TWP	Inadequate	10/15/25
4/25/2025	Samuel Zook	PAC361061	STRASBURG TWP	Complete	9/22/25
4/29/2025	Florin Hill Major Mod	PAD360126 A-1	MT JOY BORO	Technical R	10/23/25
4/29/2025	White Horse Business Center	PAD360059 A-2	SALISBURY TWP	Complete	9/23/25
5/1/2025	Christ Esh	PAD360155	DRUMORE TWP	Complete	8/13/25
5/9/2025	1134 Stony Battery Road	PAD360156	WEST HEMPFIELD TWP	Inadequate	10/17/25
5/19/2025	Enola Low Grade Trail East 2	PAD360157	SADSBURY TWP	Inadequate DEP	10/23/25
5/21/2025	1360 Manheim Pike	PAD360158	MANHEIM TWP	Inadequate	10/22/25
5/27/2025	Peregrine	PAC360643 A-1	WEST HEMPFIELD TWP	Inadequate	10/28/25
6/2/2025	John Ray Stoltzfus	PAC361074	SADSBURY TWP	Completeness R	9/25/25
6/6/2025	Willow Street Park	PAC361076	WEST LAMPETER TWP	Completeness R	9/23/25
6/13/2025	Burnell Nolt/ Delmar Nolt	PAD360160	DRUMORE TWP	Complete	10/15/25
6/23/2025	Stephen Petersheim	PAD360161	BART TWP	Inadequate DEP	10/7/25
6/25/2025	Sloan's Norlanco Pharmacy	PAC361080	MOUNT JOY TWP	Inadequate DEP	9/26/25
6/25/2025	Penn State Health Lancaster Medical Center & Brookside (PSH-	PAD360048 A-1	EAST HEMPFIELD TWP	Completeness R	10/29/25
6/26/2025	Water Street Bicycle and Pedestrian Blvd	PAD360162	LANCASTER CITY	Complete	9/18/25
7/1/2025	58 East Main Street	PAC361082	WEST COCALICO TWP	Inadequate	10/6/25
7/3/2025	80 Jackson Drive	PAC361083	LANCASTER TWP	Complete	9/18/25
7/7/2025	White Horse Business Center	PAD360059 A-3	SALISBURY TWP	Complete	10/2/25
7/8/2025	Sheetz Store #269	PAC361084	WEST EARL TWP	Complete	10/13/25
7/10/2025	Caring Acres Community (Weaverland Menno Home Lincoln	PAC361085	EPHRATA TWP	Complete	10/10/25
7/11/2025	Brendle Tract Subdivision	PAC361086	STRASBURG TWP	Completeness R	10/29/25
7/16/2025	Pequea Valley HS	PAC360705 A-1	LEACOCK TWP	Completeness R	10/3/25
7/17/2025	Manor House	PAC361087	WARWICK TWP	Completeness R	10/20/25
7/18/2025	Lancaster Airport Authority	PAC360279 A-15	MANHEIM TWP	Complete	10/8/25
7/24/2025	PA Classics Soccer	PAC361089	PENN TWP	Inadequate	10/15/25
7/25/2025	Kreider - Manure Storage Pond	PAC361090	RAPHO TWP	Complete	10/30/25
7/29/2025	East Lancaster Facility PPL Switch Yard and Substation	PAC361091	EAST LAMPETER TWP	Complete	10/17/25
7/30/2025	2136 River Road	PAC361092	MANOR TWP	Completeness R	10/22/25
<b>Total</b>	<b>43</b>	<b>At District</b>	<b>24</b>	<b>Not at District</b>	<b>19</b>

**KEY**

Received	project received in office, queue for completeness review	<b>Total Submissions Under Review</b>	<b>102</b>
Incomplete	incompleteness letter sent		
Completeness R	resubmission received, queue for completeness review	<b>Issued NPDES Submissions</b>	<b>24</b>
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		

### 10-2025 Issued NPDES Submissions

Brown Road Site	Anthony Newswanger Ag Operation
Rohrer's Quarry Inc. - HQ Building	Stoneybrook Phase 3B
Lampeter Orchard Major Mod	Benuel M. Smucker
Lancaster Large Diameter Transmission Main	Stephen T. Stoltzfus
Wawa Store #8218	Benjamin Stoltzfoos Poultry Barn
Parkside Reserve Minor Mod	SR 4057 Centerville Road Roadway Improvement Major Mod
Walnut Hollow Poultry LLC Renewal	Furnace Hills Pike Sidewalk Improvements
Douglas Funk Renewal	Diller Tract Renewal
Brubacker Residence	Lancaster Large Diameter Transmission Main Major Mod
Diller Tract - Permit transfer	Merle Ressler
Steve Groff	989 Goshen Mill Road
Owl Hill Road Subdivision Major Amendment	511 Snyder Road

**Item V.3**  
**Lancaster County Conservation District**  
**Erosion & Sedimentation Committee Meeting Minutes**  
**Thursday September 25, 2025**  
**1:30 P.M.**  
**Farm & Home Center**  
**Sunroom – Upstairs Room 222 - Virtually via Microsoft Teams**

Attendees

Committee Members – Jay Snyder, Greg Strausser, Frank Burkhart

Staff – Eric Hout, Adam Stern, Chris Thompson

Guest – Jesse Dorais (Northeast Regional Technical Expert - Sox Erosion Solutions)

1. Review of Internal E&S Plans SOP – **Action Requested**

**Committee reviewed the current draft of the Review of Internal E&S Plans SOP as prepared by staff. Committee recommends approval of the SOP after review by the LCCD BOD.**

2. 2026 E&S Department Budget

**Staff presented the current draft of the 2026 E&S Department budget as presented to the Budget & Finance Committee on 9/24/25. The first draft of the full LCCD budget will be presented to the BOD at the meeting scheduled for 10/1/25.**

3. PA DEP Chapter 102 Compliance & Enforcement Workgroup

**Eric Hout provided an update on his participation in the Chapter 102 Compliance & Enforcement Workgroup being organized by PA DEP. He shared the focus of their most recent discussions and informed the Committee of the workgroup’s goals to increase collaboration across Level III delegated districts and PA DEP regional offices.**

4. PCSM Delegation Report Timeline

**Staff presented the current timeline for researching and preparing a PCSM delegation proposal to the Committee.**

**September 2025 – planning for what questions to answer and what information needs to be gathered**

**October 2025 – schedule calls & meetings with various other conservation districts and PA DEP**

**November 2025 – compile information gathered and prepare for a presentation to the Committee**

**(includes topics to consider regarding the delegation, anticipated budget needs, initial thoughts regarding any needed fee schedule change)**

**December 2025 – deliver findings to the Committee and request input/action**

**January 2026 – Committee able to advance recommendation to BOD**

5. Resource Conservationist Position Hiring Timeline

**Staff presented the current plan for hiring the additional Resource Conservationist position approved by the BOD at their September meeting. Staff will use the remainder of 2025 to plan needed changes to the E&S office suite and review all job description & posting materials. Posting and hiring for the position will begin in 2026.**

Next Scheduled Meeting

Thursday October 23, 2025 @ 1:30 PM

Farm & Home Center and virtually via Microsoft Teams

STANDARD OPERATING PROCEDURE  
Lancaster County Conservation District

**Review of Erosion and Sediment Control Plans for Chapter 105 Applications or Other  
Projects Prepared by LCCD Staff**

Authorization Date: October 23, 2013

Updated: INSERT DATE

**APPLIES TO:** All LCCD Staff

**BACKGROUND:** In the course of their work, LCCD staff may prepare Erosion & Sediment Control Plans (E&S Plans) or be involved with oversight of the implementation of these plans. In accordance with permit requirements or other regulatory requirements, these plans may need to be reviewed and deemed adequate by the appropriate County Conservation District. For sites within Lancaster County, this would also be the Lancaster County Conservation District. In order to minimize the appearance of impropriety or a conflict of interest, this SOP outlines internal controls that will be followed in the course of review of E&S Plans involving LCCD staff.

**PROCEDURE:**

1. E&S Plan Preparation & Review
  - a. LCCD E&S Department Staff will not be involved in the preparation of E&S Plans beyond offering technical guidance regarding Chapter 102 regulations and requirements. This technical guidance should be offered to other LCCD Staff in a manner consistent with how it is offered to external applicants and consultants. Guidance may be provided in the context of pre-application meetings, email correspondence, or in-person conversations.
  - b. E&S Plans prepared by LCCD Staff will be submitted for an adequacy review to the LCCD E&S Department in accordance with current application procedures. This includes completing the current application form and submitting any applicable fees in accordance with the current fee schedule.
  - c. Submitted E&S Plans for review will typically be assigned to the E&S Team Member currently tasked with coverage of the municipality in which the project site is located. E&S Department Managers may use discretion when assigning reviews during training of new team members, times of staff transition, or as other factors warrant divergence from the current assignments.
  - d. Submitted E&S Plans will be evaluated for their adequacy in satisfying the requirements of *25 Pa Code §102.1 et.seq* along with all other applicable regulations and technical guidance from the PA Department of Environmental Protection (PA DEP).
  - e. If deficiencies are identified in the submitted E&S Plan or application, the E&S Team Member will proceed with Department procedures for remedying deficiencies. This may include preparation of a Deficiency Letter or following procedures for addressing minor deficiencies (email etc.).
  - f. Design staff that have questions about identified deficiencies should contact the E&S Team Member who generated the review materials. If any questions or disputes cannot be resolved by the reviewer, E&S Manager(s) can be engaged. If the two departments cannot reach a resolution, District Administration and/or the Board of Directors should be involved.
  - g. Upon all deficiencies being addressed, the E&S Department will issue an Approval/Adequacy Letter in accordance with Department procedures.

**Lancaster County Conservation District  
Erosion & Sedimentation Committee Meeting Agenda  
Thursday October 23, 2025 - 1:30 P.M.**

**Farm & Home Center - Sunroom – Upstairs Room 222 and virtually via Microsoft Teams**

Attendees: Jay Snyder, Greg Strausser, Commissioner Ray D’Agostino, Deryk Shaw, Eric Hout, Matt Kofroth, Adam Stern

1. 2026 Building Industry Resource Conservation Award Action Requested

**The Committee recommended presenting the 2025 award to Lancaster Civil Engineering Company.**

2. BIA Pillar Awards Sponsorship Action Requested

**The Committee recommended registering as a sponsor for the BIA Pillar Awards Dinner at the \$150 level.**

3. E&S Vehicle Purchase Action Requested

**The Committee recommended authorizing staff to purchase a new Subaru Forester with a maximum expenditure of \$30,900.**

4. Compliance Sites Update

Eric provided an update on the 5220 Paes Road site in Salisbury Township and the Florin Hill site in Mt. Joy Borough. Eric shared that the enforcement documents are in process for 5220 Paes Road and the District/PA DEP agreed to not pursue an enforcement action for the Florin Hill site.

5. Internal E&S Plan Review Update

Adam provided an update that 3 internal E&S plans have been submitted to the E&S Department (1 from Watershed and 2 from Ag).

6. Received Submissions Numbers Update

Adam shared the submission data shown in the table below. Staff will continue to monitor submissions and provide updates to the Committee & Board.

	Submissions	Disturbed Acres	LCCD Fees
July 2024	38	161	\$49,050
July 2025	26	368	\$66,415
August 2024	28	150	\$51,200
August 2025	20	84	\$34,690
September 2024	43	111	\$36,950
September 2025	26	241	\$59,675

## 7. PCSM Delegation Research Update

Adam shared that District staff will be participating in 5+ calls with other PCSM delegated conservation districts and a call with PA DEP staff to discuss the PCSM delegation.

Next Scheduled Meeting

Thursday November 20, 2025 @ 1:30 PM

Farm & Home Center and virtually via Microsoft Teams

### **Item V.4**

#### **75<sup>th</sup> Diamond Anniversary Gala Review**

On Thursday, September 25, 2025, a crowd of over 155 gathered at Moonstone Manor near Elizabethtown to celebrate 75 years of conservation efforts in Lancaster County. Guests checked in at the historic barn, where they picked up a nametag to network and took time to explore more than a dozen poster displays illustrating historical highlights.

Beautiful décor led guests down a path to the elegant pavilion lit with thousands of lights on a cloudy night next to the Conewago Creek. In the pavilion, staff decorated tables with lanterns, candles, and fall leaves, inviting guests to reconnect and enjoy delicious hors d'oeuvres and make-your-own food stations catered by Food for Thought catering. Attendees were directed to take a Gala picture before reviewing a rolling slide presentation of old photos and news clippings from the last 75 years.

At 7:30 PM, a short presentation started with an innovation led by James Saltsman, District staff member, and then Dan Lynch, former PA Game Commission educator, led the evening's activities afterward. Commissioner D'Agostino shared a proclamation from the county for the 75th year of the district. This was followed by 4 brief presentations regarding the People, Partners, Programs, and Projects the District has worked with over the last 75 years. Speakers included: Sonia Wasco, Christopher Thompson, Doug Wolfgang, Jill Whitcomb, Jim Caldwell, Donald McNutt, Dan Zimmerman, and Matthew Kofroth.

PA Secretary of Agriculture, Russ Redding's closing presentation connected to the District's mission and the Diamond Jubilee. The evening ended with a toast by Chris Thompson, recognizing the past and looking to the future.

Thanks to the many directors, staff, and partners who made the 75<sup>th</sup> Diamond Anniversary Gala such a special event.

Submitted Matt Kofroth & Sallie Gregory

## **Item V.5 Most Effective Basin-Public Private Partnership**

The State Conservation Commission received IJIA funds from the Environmental Protection Agency to provide financial and technical assistance for the implementation of best management practices (BMP) on agricultural operations within this Commonwealth's Most Effective Basins (MEB).

The Commission is using these funds to help conservation districts establish new partnerships and is seeking requests for proposals emphasizing Public-Private Partnerships (MEB-PPP). Applicants must work with the local conservation district in order to be eligible for MEB-PPP funds. Funding must be used to implement BMPs that reduce nutrient and sediment pollution on agricultural operations within this Commonwealth. Funding can also be used for engineering, consulting, and permitting. The Commission plans to award \$7.7 million in available funds now through June 30, 2027.

Staff quickly developed program guidance that aligned with other funding programs and a service fee (1.75-5%) based on the scope and scale of service provided to help Lancaster applicants score the maximum "Partnership" points and qualify for our sponsorship and participation.

A sampling of services includes:

1. Review and record the appropriate Conservation or Ag E&S Plans to verify they are accurate and adequately cover the operation's resource concerns.
2. Complete the same review and recording of the Nutrient Management or Manure Management plans to make sure the proposed practices are identified and included in the plans.
3. Recording the corresponding plans in the Practice Keeper database to ensure that Lancaster/Pennsylvania is getting accurate credit in the Bay Model for the planned practices.
4. At project completion, complete on-site inspections of the installed BMPs to verify they meet the design standards and specs.
5. Then record the installed/approved practices in the Practice Keeper database to ensure that Lancaster/Pennsylvania is getting accurate credit for the practices in the Bay Model.

Staff worked with 7 applicants and issued 4 PPP Sponsorship Letters

- Stroud Water Research, 5 Whole farm conservation projects, totaling \$1,162,000.
- Alliance for the Chesapeake, 12 Whole farm projects (5-Lan Co. 7 – other Counties), \$1,672,579.
- Material Matters/Red Barn Consulting, 1 Project – Liquid Poultry Manure, \$265,000.
- Rosetree Consulting, Partnering with Deer Country Inc. and Manure Haulers to do increased nutrient management and testing on approximately 3,000 acres (20 farms) \$284,085.

Award announcements are due in early November.