



LANCASTER COUNTY Conservation District

MONTHLY BOARD MEETING AGENDA

Wednesday, December 3, 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	
7:35	I. <u>Installation of New Associate Director</u>	<u>Page #</u> 1
7:45	II. <u>Agency Reports</u> 1. USDA, NRCS – Myers (verbal)..... - 2. PA DEP Field Rep Report (day of packet)	-
7:55	III. <u>*Consent Agenda</u> 1. Meeting Minutes (attachment).....2 2. Technical Assistance Requests/Cancellations (attachment)..... 10 3. Nutrient Management Plan Approval (attachment) 10 4. Conservation Plans Acknowledgment (attachment) 10	
8:00	IV. <u>Additional Business</u> 1. Items Removed from Consent Agenda 2. Treasurer’s Report – Hertz (day of packet)..... - 3. *Personnel Committee – Committee Report/Request to Hire – Zimmerman (attachment)..... 11 4. *ACAP/CEG Project Approval – Bitting (attachment) 12 5. *NM Certification Re-Classification & Exemption – Lutz (attachment) 12 6. *Watershed Committee Report – Shaw/Goldsmith (attachment) 13 7. *E&S Committee Report/Enforcement Action – Flurry/Hout/Snyder (attachment) 14 8. *2024 Audit Presentation – Hertz/Kofroth (attachment)..... 15	
8:40	V. <u>Reports & Information</u> 1. Correspondence, News, and Updates – Thompson 2. E&S/NPDES Monthly Projects Report – Stern (day of packet) 3. ExtraGive Update – Gregory (attachment) 15 4. PACD Ag Plan Reimbursement Report – Thompson (attachment)..... 16 5. PACD/SCC Winter Meeting Registration – Thompson (attachment)..... 17	
9:05	VI. <u>Additional Public Comment</u>	
9:10	VII. <u>Adjourn</u>	

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

Dates to Remember:

12/3, 6 pm, Exelon Project Ranking	1/10-17, 110 th PA Farm Show
12/24-25, Office Closed for Christmas Holiday	1/19, Office Closed for Martin Luther King Holiday
1/1/26, Office Closed for New Year’s Day	1/30, 10 am-12 noon, PACD Winter Meeting (Virtual)
1/6-8, PA Keystone Farm Show	1/21, 9:30 am, Annual Planning Meeting

NEXT MEETING DATE: Wednesday, January 21, 2026, 1:30 pm

At the Lancaster County Farm & Home Center

***Action Required**

Item I
Installing New Associate Directors

Earlier this year, the Board received and approved 2 applications for new Associate Directors, Kyle Solyak and Philip Dunn. Kyle was installed at the November meeting, but Phil was out of town and will be installed at the December meeting.

- Phil lives in Mt Joy and has had extensive interactions with the Ag and Watershed Communities. He will be joining the 2025-2026 class as a Farmer Associate Director.

County Commissioner D'Agostino will perform the installation prior to the business meeting.

Item III.1

LANCASTER COUNTY CONSERVATION DISTRICT BOARD MEETING MINUTES November 5, 2025

The 880th regularly scheduled Board Meeting of the Lancaster County Conservation District (LCCD) was held in person at the Farm and Home Center for Directors and via Zoom Call-In on November 5, 2025 at 7:30 p.m.

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

The following Associate Directors were present: Bob Shearer, Kyle Solyok, and Jay Snyder.

The following District Staff were present: Chris Thompson, Stacey Hertz, Matt Kofroth, Sallie Gregory, Kent Bitting, Kevin Lutz, and Holly Shaub.

The following Cooperating Agency representatives were present: Chaz Heberlig, DEP Field Representative; Heather Grove was unable to attend due to the budget impasse.

The following visitors were present: None present.

Introductions: Roger Rohrer provided an invocation. Sonia Wasco shared a few thoughts of thankfulness and then called the meeting to order.

Additions to the Agenda: No Additions.

Sallie Gregory reminded everyone that the meeting was being recorded.

An opportunity was given for public comment: None.

I. Agency Reports

1. USDA, NRCS

Chris Thompson reviewed that the USDA report is from September due to the Government shutdown not allowing employees to work, and explained that there was not an October report because of the budget impasse.

2. PA DEP Field Rep Report

Chaz Heberlig highlighted from the November report that 2024 Conservation Audits are due December 31. He also reviewed also updates to the Chapter 102 program in Clean Water Academy about the District fee schedules, the SPEED program, and CAP Grants. There was additional discussion about the backlog of DEP permit reviews at the region, and how it is being reduced.

II. Installation of New Associate Directors

Commissioner Ray D'Agostino installed Kyle Solyok as a new associate director. Sonia welcomed Kyle and gave him a few minutes to introduce himself.

III. Consent Agenda

The October Board Meeting was cancelled because of the lack of a quorum, so the consent agenda was voted on its entirety for October and November. Roger Rohrer moved to approve the consent agenda as presented, seconded by Deryk Shaw. The motion passed unanimously.

- #1 – Minutes of September 3, 2025 Board meeting.**
- #2 – Technical Assistance Requests/Cancellations**
- #3 – Nutrient Management Plan Approvals**
- #4 – Conservation Plan Acknowledgment**

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

APPLICANT ASSISTANCE	TITLE	TOWNSHIP	SIZE
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**

OWNER	TOWNSHIP	OPERATION	DESIGNATION	AEU's/ ACRE	REVIEWER	PLAN #
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**

OWNER	TOWNSHIP	OPERATION	DESIGNATION	AEU's/ ACRE	REVIEWER	PLAN #
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

Date

Range: Aug-25 Sep-25

NMP Name	Municipality	Plan Update Submission Date	Original NMP Approval Date	Planner ¹	Species ²	AEUs	Regulated Operation Type ³	Date Plan Acknowledge Letter Sent	Reason for Update
Noah W. Kreider & Sons, LLP- Manheim Farm	Rapho	8/18/2025	4/3/2024	Devlin 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 ¹	Species ²	AEUs	Regulated Operation Type ³	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 – Budget Impasse			

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

The Directors reviewed 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.

*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 4th Thursday of each month, except Nov and Dec will meet on the 3rd 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 at least 24 hours before the meeting. Virtual meeting options are available at www.lancasterconservation.org.

IV. Additional Business

1. Items removed from Consent Agenda

None.

2. Treasurer's Report

Submitted, subject to review by the auditor. Stacey Hertz highlighted her financial reports. For the October financials, the PA Invest account currently has a 3.99% interest rate. Stacey also highlighted the cash flow for the different grants and the impact they have on the income and expenses. The 2024 audit has also been completed, it will be presented next month for review and approval, just waiting on the paperwork to finalize.

3. Personnel Committee

Dan Zimmerman requested official approval to hire the fall intern, Katherine Hoehl, and the part-time Ag Engineering Technician position being offered to Gary Ballina. These were voted on together. Gordon Hoover moved to approve, seconded by Herb Kreider. The motion passed unanimously.

4. ACAP/CEG Project Approval

Kent Bitting requested approval for the two projects listed below. Herb Kreider abstained due to a conflict of interest. Roger Rohrer moved to approve, seconded by Kent Weaver. The motion passed unanimously.

Landowner	District/Private Consultant	Municipality	BMPs	Total Project Cost	Total Grant Requested
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
Totals				\$82,271.52	\$74,044.37

5. Nutrient Management/Expiring Plans Pre-Approval

Kevin Lutz requested approval to send the below Melvin Allgyer to the SCC since plans have not yet been received. Levi Stoltzfoos has now been removed from the list shared in the Board packet because his plans have been received. Gordon Hoover moved to approve, seconded by Deryk Shaw. The motion passed unanimously.

Operator	Municipality
Melvin Allgyer	Caernarvon Township
Levi Stoltzfoos	Sadsbury Township

6. Budget & Finance Committee Report

Directors reviewed a draft 2026 budget projection, \$15.8 M in revenue with a \$187.774 deficit. Kent Weaver also reported that, due to the state budget impasse, and using the best estimates they currently have, there will be some changes to the expected budget in 2026. Chris also reviewed updates to the GSAB-54 policy. Roger Rohrer moved to approve the budget as presented, along with GSAB-54 amendments, seconded by Herb Kreider. The motion passed unanimously. It was also clarified that if the budget has more than a 10% change, the board would want to be notified.

7. Invocation Policy Review/Approval

Chris Thompson highlighted the most recent change under the second bullet point under Guidelines, the addition is, “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.” Deryk Shaw moved to approve the policy as presented, seconded by Gordon Hoover. The motion passed unanimously.

V. Reports & Information

1. Correspondence, News, and Updates

- Ag Council Farm Facts pamphlet
- DEP Brochure – CAP Accomplishments
- LCCD 75th Gala Booklet
- Lancaster Farming Article – November 1, 2025
- Solanco Advertiser Article – October 29, 2025
- PDA – 10 Yr. Strategic Plan Report – Russell Redding

2. E&S/NPDES Monthly Projects Report

Chris Thompson highlighted the September and October reports.

3. E&S Committee Report

Chris Thompson reviewed the committee reports from September and October highlighting the SOP regarding in-house reviews of E&S Plans for 105 permits, the PCSM Delegation timeline, and the hiring a new Resource Conservationist early in 2026.

Chris also highlighted the October report and requested approval for the 2025 Building Industry Conservation award to Lancaster Civil Engineering Company, registering as a sponsor for the BIA Pillar Awards Dinner at the \$150 level, and authorizing staff to purchase a new Subaru Forester at \$30,900.

Chris requested approval of both E&S Committee reports as well as the 3 action items from the October report. Gordon Hoover moved to approve, seconded by Deryk Shawk. The motion passed unanimously.

4. 75th Gala Review

Chris shared some thoughts and thank you's received and given. Sonia Wasco made some comments about how beautiful the event was.

5. SCC-MED-PPP

Chris Thompson shared the updates that were made to the new funding opportunity, and that there were 7 applications with LCCD sponsoring 4 to the PDA/SCC. There was additional discussion regarding the types of projects. Award announcements are expected in mid-December.

6. PACD Meeting Report

Sonia Wasco highlighted from the report.

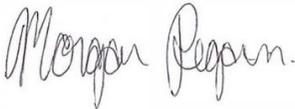
VI. Additional Public Comment:

None.

VII. Meeting Adjourned

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

Respectfully,



Morgan Regan
E&S Administrative Support Specialist

MEMORANDUM

TO: Christopher Thompson, Lancaster County Conservation District

FROM: CCAP Grant

SUBJECT: Abstention from Voting and Deliberations

In order to comply with Section 1103(j) of the Public Official and Employee Ethics Act, I wish to publicly announce at today's meeting my abstention from voting or deliberating on Agenda 'Item # _____ - _____.

Please also have this memorandum filed with the person responsible for recording the minutes of the meeting.

Reasons for Abstention: Clifford Sensenig is gone in hour

Laibout Kerdin
Signature

11/5/25
Date

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

APPLICANT	TITLE	TOWNSHIP	SIZE	ASSISTANCE
None				

**Item III.3
Requests for Nutrient Management Plan Approval (Lutz)
November 2025 Activity
December 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 #
Darvin Myer	Penn/Elizabeth	Beef/Pullet	VAO	0.55	Riebling	2305
Marcus Hoover	Rapho	Layer	CAO	11.76	Riebling	173
Amos B. King	Drumore	Dairy	CAO	2.61	Adams	531
Dwilyn Beiler	Bart	Finishing Hogs	CAO	24.66	Reuter	235
Brandon Reiff	Pequea	Broiler	CAO	16.12	Reuter	3221
Jonas Stoltzfus	Salisbury	Dairy	CAO	8.33	Brodbar	123
Edwin Horning	Ephrata	Broiler	CAO	35.46	Heigel	517
Chester K. King	Salisbury	Dairy	CAO	2.04	Brodbar	2464
Adam Brandt	Mount Joy	Layer	CAFO/CAO	4.12	Schavnis	1292

NMP Update Report to Lancaster County CD Board of Directors

Technician:

Date Range: Nov-25 Nov-25

NMP Name	Municipality	Plan Update Submission Date	Original NMP Approval Date	Planner ¹	Species ²	AEUs	Regulated Operation Type ³	Date Plan Acknowledgment Letter Sent	Reason for Update
Walnut Run Farms Partnership	Penn	11/12/2025	9/3/2025	Devin Gerlach	Dairy	1460.65	VAO/ CAFO	11/20/2025	Simple Update

**Nutrient Management Plan Transfer for Board Acknowledgment:
November 2025 Activity
December 3, 2025 Board Meeting**

Owner	Proposed Transfer Date	Township	Operation	Designation	AEU's/Acre	Reviewer	Plan #
Farm Fresh Egg Products, LLC to Noah W. Kreider & Sons, LLP	10/1/2025	Rapho	Layer	CAO CAFO	2480.6	Riebling	331

Item III.4

Acknowledgment of Conservation Plans (Lutz)

**The Lancaster NRCS Field Office recommends the following plans for the
December 3, 2025 Board Meeting:**

NATURAL RESOURCES CONSERVATION SERVICE

Conservation Plans	Number of Plans	Planner	Township
None			

LCCD AG EROSION & SEDIMENTATION PLANS

Conservation Plans	Number of Plans	Planner	Township
Daniel L. King	1	Tristan Conrad	Upper Leacock

Item IV.3

Personnel Committee

Request To Hire - Ag Conservation Technician

The Agricultural Department is requesting to approve the hiring of Kelsey Coultas as an Ag Conservation Technician. Kevin Lutz, Kent Bitting, and Matt Kofroth reviewed over 20 applicants for this position and interviewed 4 candidates the week of November 17th. Kelsey rose to the top with her ag background and her work experience with Trellis for Tomorrow. We will circulate her resume for additional background information. If approved, Kelsey will start with the District on January 5, 2026.

***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.

Landowner	District/Private Consultant	Municipality	BMPs	Total Project Cost	Total Grant Requested
James L Ranck	District	Sadsbury Twp	Gradient Terrace	\$17,664.48	\$15,898.03
Benuel K. Zook	District	Rapho Twp.	Grassed Waterway and Roof Runoff Structure	\$7,089.33	\$6,380.40
Totals				\$24,753.81	\$22,278.43

The Ag Program Manager and Assistant Ag Program Manager recommend positive action for approving \$22,278.43 worth of ACAP/CEG funding for the multiple applications.

***Action Required**

**Item IV.5
Request for Nutrient Management Certification Re-Classification & Exemption**

Emma Riebling is a District Agriculture Technician who is currently certified as a public review specialist in Act 38 Nutrient Management. Emma has requested to pursue changing her certification from Public Review to Public Dual. This will involve writing an additional volunteer Act 38 nutrient management plan to obtain that level of certification from the State Conservation Commission. This level of certification is not required for the Ag Tech position, but it will provide additional experience with the nutrient management program.

The Ag Program Manager has discussed this proposed change with the SCC and has received positive feedback.

As with past staff who have obtained this level of certification, additional Act 38 nutrient management plan writing cannot occur within Lancaster County.

The Agriculture Program Manager and the District Manager recommend positive action.

***Action Required**

Item IV.6
Constellation Habitat Improvement Program Grant Proposals
Watershed Board Committee Recommendations

The Watershed Board Committee will meet prior to the December 3rd board meeting to review Constellation (formerly Exelon) Habitat Improvement Program grant proposals. The Constellation Grant program currently has \$578,085.00 as of 10/1/2025 to commit to projects. The district board will receive project recommendations from the Watershed Board Committee during the December 3rd board meeting. Board action will be required to send these projects to DEP for final approval.

***Action Required**

Item IV.7
Lancaster County Conservation District
Erosion & Sedimentation Committee Meeting Minutes
Thursday November 20, 2025
Farm & Home Center
Sunroom – Upstairs Room 222 & Virtually via Microsoft Teams

Attendees: Jay Snyder, Deryk Shaw, Alex Flurry, Ava Lang, Eric Hout, Chris Thompson, Adam Stern

1. Vehicle Purchase Update

A 2026 Subaru Forester has been reserved for purchase at Lancaster County Motors Subaru. Delivery of the vehicle to the dealer is scheduled for 11/29/25. Staff will facilitate finalization of the purchase and pick up of the vehicle.

2. PCSM Delegation Research Update

Staff have completed calls with 5 PCSM delegated CCDs as well as a call with PA DEP Central Office and Regional Office staff. Question responses have also been received from other CCDs via email. Staff will prepare a final report/summary of their research for presentation at the December E&S Committee meeting. Committee members are asked to make an effort to be in attendance (in person or virtually) for the December meeting if at all possible.

3. 3321 Columbia Avenue – East Hempfield Township – Enforcement Action – **Action Requested**

Alex Flurry presented her findings regarding numerous Chapter 102 violations at the site including 1 documented discharge of sediment laden pumped water to an adjacent wetland. Violations were documented on the site starting in September 2025 and some violations continue to the present. Staff requested authorization to proceed with a formal enforcement action following resolution of any remaining violations. If remaining violations are not voluntarily resolved, staff requested authorization to forward the site to the PA DEP Southcentral Regional Office for additional compliance assistance. Committee members present agreed with the staff requests and recommended authorization to the Board of Directors.

Next Scheduled Meeting

Thursday December 18, 2025 @ 1:30 PM

Farm & Home Center and virtually via Microsoft Teams

Minutes prepared by Adam Stern.

***Action Required**

Item IV.8
2024 Audit Report

Smith Elliott Kearns & Company (SEK) has completed the District's 2024 annual audit. This is the eighth year that they have conducted our audit. The process started this past April and was completed on October 22nd. A draft of the completed audit, as well as the following reports, has been reviewed by the Budget & Finance committee and is being shared electronically with the Board of Directors. Specific pages from each of the reports attached are listed below for your reference.

- The LCCD Internal SAS letter that informs the Board of any audit findings. (page 2)
- The LCCD Management letter that contains finance related graphs. (pages 3, 4 & 5)
- The LCCD Financial Statements report that is provided to other entities who request a copy of our audit. (pages 8&9)

Board members are encouraged to review the audit report. Hard copies will be made available at the December meeting for final approval. Contact Matt or Stacey with any questions.

***Action Required**

Item V.3
ExtraGive Update

Thanks to 50 generous and thoughtful donors, the Conservation Foundation of Lancaster County raised \$9,737 in support of the Lancaster County Youth Conservation School and the Lancaster County Envirothon programs! Additional contributions are still accepted; see Sallie for more information. A final report is expected in January 2026 when the "stretch dollars" are awarded from the event sponsors.

Item V.4
2025 PACD Ag Plan Reimbursement Program Recap

The PACD Ag Plan Reimbursement program was first introduced in 2022 in an attempt to help farmers recoup some of the costs for their Ag-related plans. In 2024, PACD was granted an additional \$1,000,000 over the course of two years by the SCC using ACAP funds. Currently, about \$400,000 remains in the program for use throughout Pennsylvania.

	<u>Processed</u>	<u>Pending</u>	<u>Total</u>
Applications	49	14	63
Plan Costs	\$118,778.32	\$21,778.81	\$140,557.13
Farmers Reimbursement	\$93,630.40	\$17,423.05	\$111,053.45
District Allocated Funds	\$18,776.08	\$3,484.61	\$22,260.69
Total funds received	\$112,356.48	\$20,907.66	\$133,264.14
Acreage	7,091.82	1,601.45	8,693.27
Ag E&S Plans	44	14	58
Manure Management Plans	19	6	25
NMPs/NBSs	22	3	25

Date of creation: 11-24-2025

Item V.5
2026 PACD Winter Meeting Update

Mark your calendars for the winter round of PACD committee meetings, which will take place via video conference prior to the virtual 2026 PACD Executive Council Meeting.

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

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

January 7, 2026 | 10:00 a.m.–11:00 a.m.

PACD Conservation Committee Videoconference

Contact Molly Burns, mburns@pacd.org for a registration link.

January 9, 2026 | 10:00 a.m.–11:00 a.m.

PACD District Employees Committee Videoconference

Contact Holly Miller at hmillier@pacd.org for a registration link.

January 13, 2026 | 10:00 a.m.–11:00 a.m.

PACD Education and Outreach Committee
Videoconference

Contact Shannon Wehinger at swehinger@pacd.org for a registration link.

January 15, 2026 | 10:00 a.m.–11:00 a.m.

PACD Legislative Committee Videoconference

Contact Molly Burns at mburns@pacd.org for a registration link.

January 22, 2026 | 10:00 a.m.–11:00 a.m.

PACD Ways and Means Committee Videoconference

Contact Molly Burns at mburns@pacd.org for a registration link.

January 23, 2026 | 10:00 a.m.–11:00 a.m.

PACD Operations Committee Videoconference

Contact Molly Burns at mburns@pacd.org for a registration link.

January 29, 2026 | 10:00 a.m.–Noon

PACD Executive Council Committee Videoconference

Contact Molly Burns at mburns@pacd.org for a registration link.

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

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