



# LANCASTER COUNTY Conservation District

## MONTHLY BOARD MEETING AGENDA

Wednesday, January 21, 2026

Lancaster Farm & Home Center

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

Business Meeting 1:30 PM

Timer

1:30	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	
1:40	I. <u>Reorganization of the Board</u> 1. Installation of Directors (attachment)..... 1 2. Election of Officers (attachment)..... 1 3. Associate Director Appointments (attachment)..... 1 4. PACD Voting Delegates Appointments (attachment)..... 2	<u>Page #</u>
1:55	II. <u>Agency Reports</u> 1. USDA, NRCS (attachment) ..... 3 2. PA DEP Field Rep Report (attachment)..... 5	
2:05	III. <u>*Consent Agenda</u> 1. Meeting Minutes (attachment) ..... 10 2. Technical Assistance Requests/Cancellations (attachment) ..... 15 3. Nutrient Management Plan Approval (attachment)..... 15 4. Conservation Plans Acknowledgment (attachment)..... 16 5. List of LCCD Memberships (attachment)..... 16	
2:10	IV. <u>Additional Business</u> 1. Items Removed from Consent Agenda 2. Treasurer’s Report – Hertz (attachment) ..... 17 3. Budget & Finance Committee Report (attachment) ..... 20 4. *Authorized Check Signers (attachment)..... 20 5. *Personnel Committee Report – Request to Advertise/Hire – Zimmerman/Thompson (attachment)..... 21 6. *Ag Committee Report – Well Set-back Waiver – Lutz (attachment) ..... 21 7. *E&S Committee Report – Stern (attachment) ..... 24 8. *Banquet Committee Report – Hartz/Thompson (attachment) ..... 28 9. *CAP Funding – 2026 Award and Project List – Kofroth (attachment)..... 29 10. *Reeser’s Run Initiative – Project Approval – Brodbar/Chamberlain (attachment)..... 30 11. *District Manager Authorization – Zimmerman/Thompson (attachment) ..... 30 12. *PFBC Watershed Grant (attachment)..... 31 13. *CEG Delegation Agreement (attachment)..... 31 14. *Right To Know Officer Authorization – Thompson (attachment) ..... 32	
3:20	V. <u>Reports &amp; Information</u> 1. Correspondence, News, and Updates – Thompson 2. E&S/NPDES Monthly Projects Report – Stern (attachment)..... 33 3. Conservation Foundation Report – Kofroth (attachment) ..... 37 4. Ethics Forms – Thompson (attachment)..... 37 5. Watershed Grant Report – Goldsmith (attachment) ..... 38 6. Program Manager Winter Retreat (attachment) ..... 38	
4:00	VI. <u>Additional Public Comment</u>	
4:05	VII. <u>Adjourn</u>	

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

Dates to Remember:

1/29, PACD Executive Committee Meeting	3/4, 5 pm, DGR/LVR QAB Meeting
2/16, Presidents’ Day – LCCD Offices Open	3/9-3/11 Bay Meeting at Adams County
2/17, Zoom, SCC Meeting	2/2-3/6 Tree Sale Ordering; 4/10 Tree Pickup

**NEXT MEETING DATE: Wednesday, March 4, 2026, 7 pm**

**At the Lancaster County Farm & Home Center**

**\*Action Required**

## Reorganization of the Board

### Item I.1

#### **Affirming the oath of office of a District Director (4-year term)**

Being appointed to the office of Director of the Conservation District Board is a confirmation that the community considers you a worthy leader and advocate for the good stewardship of our County's natural resources. This honor is not without its duties and obligations. Directors agree to serve the people of Lancaster County in developing programs to effectively manage our natural resources and to uphold and support the work of the Lancaster County Conservation District. The following have been reviewed and approved by the County Commissioners to serve as Directors of the Lancaster County Conservation District.

- **Reappointment of public director** – Sonia Wasco was nominated by the officers of Lancaster County's Penn State Extension Board to another four-year term from January 1, 2026 through December 31, 2029.
- **New appointment of farmer director** – Dale Herr was nominated to a four-year term by the Lancaster County Ag Council to fill Jim Hershey's vacated seat. Dale's term will run from January 1, 2026 through December 31, 2029.
- **Appointment** – Commissioner Ray D'Agostino – Commissioner Representative, to a one-year term from January 1, 2026 through December 31, 2026.

### Item I.2

#### **Election of Officers (1-year term)**

The slate of officer candidates listed below is put forward for BOD consideration and approval, but nominations may be made from the floor as well. Anyone who wishes to be considered should contact Chris prior to the business meeting on January 21<sup>st</sup>, so their name can be added to the slate.

Chairperson - Sonia Wasco  
Vice Chairman - Gordon Hoover  
BOD Secretary/Treasurer - Kent Weaver  
Staff Secretary - Morgan Regan

### Item I.3

#### **Appointing the Board of Associate Directors (2-year term)**

Associate Directors enjoy the same honor of appointment because of their recognized leadership in the community. They may participate actively in Board and Committee Meetings as well as all other District functions and activities. The one right of office withheld from the Associate Director is that they may not present motions or vote at Board meetings.

LCCD currently has 5 open seats in our 2026-2027 class of Associate Directors. We have received 3 nominations listed below. Others can be presented at the January meeting.

- Dan Zimmerman, (Reappointment) Township Manager (Retired), Lititz, PA
- Robert Shearer, (Reappointment) Farmer, Mount Joy, PA
- Daniel Heller, (Reappointment) Farmer, Lititz, PA

**\*Action Required**

#### **Item I.4 Appointing PACD Voting Delegates**

Each Conservation District in good standing shall designate a Voting Delegate and up to three Alternate Voting Delegates for the purposes of voting at Region Meetings and Executive Council meetings. This selection shall be made at a regular or special meeting of the Conservation District Board after the Conservation District Board has been appointed for the ensuing year. The Voting Delegate and Alternate Voting Delegates may be a District Director, Associate Director and or District Staff person.

We are still looking for two additional Alternate Voting Delegates, but Sonia Wasco has again agreed to serve as the Lancaster voting representative, and if approved by the BOD at the January meeting, she will be joined by Chris Thompson, who will act as one of the Alternate Voting Delegates.

**\*A vote will be taken for all positions at the January Board of Directors meeting.**

**Item II.1**

**Activity Report to LCCD Board of Directors - November 2025 through January 2026**

Lancaster Field Office Personnel:

Heather Grove, Supervisory District Conservationist  
Mark Myers, Soil Conservationist  
Joel Alicea Hernandez, Soil Conservationist  
Christine Griesemer, Soil Conservationist  
Camila Martinez Sanchez, Soil Conservationist  
McKinley Morris, Soil Conservationist

Brittany Moore, Civil Engineering Technician  
Brian Burns, Soil Conservation Technician  
VACANT, Program Assistant, Capital R&D  
Ashley Spotts, Restoration Specialist, CBF  
Elli Liput, Biologist, PF (Dauphin, Lebanon & Lancaster)  
Sophia Gilbert, Biologist, PF (York & Lancaster)

CONSERVATION PLANNING ACTIVITIES					
FY25 Total (#)	FY25 Total (Ac)	FY26 Mo. Total (#)	FY26 Mo. Total (Ac)	FY26 Total (#)	FY26 Total (Ac)
52	2,254.9	3	313.5	3	331.5

CONSERVATION PRACTICE INSTALLATION ACTIVITIES			
Practice Code & Name	FY25 Total	FY26 Mo. Total	FY26 Total
313 - Waste Storage Facility (no)	14	2	2
362 - Diversion (ft)	2,110	150	150
367 - Roofs & Covers (no)	10	2	2
382 - Fence (ft)	23,354	564	564
412 - Grassed Waterway (ac)	4.7	0.5	0.5
516 - Livestock Pipeline (ft)	4,601	1,452	1,452
561 - Heavy Use Area Protection (sq ft)	43,497	4,368	4,368
575 - Trails & Walkways (ft)	3,338	280	280
578 - Stream Crossings (no)	3	-	-
600 - Terraces (ft)	27,678	-	-
614 - Watering Facility	2	8	8
620 - Underground Outlet (ft)	8,043	1,735	1,735
634 - Waste Transfer System (no)	10	-	-
327 - CREP Conservation Cover (ac)	-	34.81	34.81
391 - CREP Riparian Forest Buffer (ac)	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 CONTRACT OBLIGATION:				
Program	FY25 Total (#)	FY25 Total (\$)	FY26 Total (#)	FY26 Total (\$)
EQIP/AMA	12	\$1,068,326	-	-
EQIP IRA	12	\$634,373	NA	NA
CSP	1	\$35,855	-	-
CSP IRA	-	-	NA	NA
<b>TOTAL</b>	25	\$1,738,554	-	-

FINANCIAL ASSISTANCE PAYMENTS			
Program	FY25 Total (\$)	FY26 Mo. Total (\$)	FY26 Total (\$)
ALL PROGRAMS	\$2,886,742.62	\$748,845.57	\$748,845.57

CONSERVATION EASEMENT ACQUISITION ACTIVITIES				
Program/Activity	FY25 Total (#)	FY25 Total (ac)	FY26 Total (#)	FY26 Total (ac)
ALE Easement Requests	1	12.21	-	-
ALE Easement Closings	1	39.405	-	-
WRE Easement Requests	1	4.5	-	-
WRE Easement Closings	-	-	-	-

CONSERVATION EASEMENT ANNUAL MONITORING ACTIVITIES		
Program/Activity	FY25 Total (#)	FY26 Total (#)
GRP Monitoring - Offsite	-	-
GRP Monitoring - Onsite	1	-
WRP/WRE Monitoring - Offsite	7	-
WRP/WRE Monitoring - Onsite	4	-
FRPP/ALE Monitoring - Onsite	-	-

CONSERVATION RESERVE ENHANCEMENT (CREP) PLANNING ACTIVITIES:				
	FY25 Total (#)	FY25 Total (Ac)	FY26 Total (#)	FY26 Total (Ac)
New	2	3.36	-	-
Re-enrollments	17	70.19	-	-

**Technical & Financial Assistance Updates:**

- AMA, EQIP, CSP
  - Following NRCS's return to the office after the government shutdown, NRCS NHQ extended the sign-up deadline for all NRCS programs to 1/15/2026.
  - A number of program and policy changes will be implemented in FY2026, but at this time, minimal details have been shared with Field Offices.

**Administrative & Staffing Updates:**

- Program Assistant – Christine Formica resigned during the government shutdown/employee furlough. The position was advertised in Nov/Dec, but a successful candidate wasn't found. The position will be re-advertised in Jan.
- FY25 NRCS Performance Appraisals were completed in Nov & Dec.

**Outreach Activities:**

- 1/8 – Keystone Farm Show, PA NRCS Display, York, PA (Alicea Hernandez)
- 1/10 – PA Farm Show, PA NRCS Display, Harrisburg, PA (Morris)

**Notable Meetings & Trainings:**

- 12/10 – NRCS Lancaster Team Meeting, Lancaster (All NRCS Staff & Affiliates)
- 12/16 - FY25 Engineering Spot Checks by Lebanon Technical Center Engineering Team (Burns, Griesemer, Grove & Moore)
- 12/18 – PA NRCS Annual Conservation Planner Update Meeting, Leesport (Alicea Hernandez, Griesemer, Grove, Martinez Sanchez, Morris & Myers)

Respectfully Submitted,



Heather L. Grove  
District Conservationist

**Item II.2  
January 2026  
Conservation District Field Rep  
Talking Points**

**2026 Conservation District Director Nominations**

Information packets for 2026 Conservation District Director nominations and appointments were sent out to county chief clerks and copies went to district managers in August. District managers are encouraged to contact chief clerks to discuss the 2026 nomination process and to answer questions regarding vacancies on their board. Appointments were due to the State Conservation Commission by December 15. Director's whose terms expire December 31, 2025 may continue to serve until reappointed, they are replaced with a new appointment or for 6 months, whichever comes first. Conservation District Field Representatives and the State Conservation Commission are available to answer questions concerning the director nomination process. **Completed Director Appointment Submission Forms should be emailed to the SCC [ra-agccmain@pa.gov](mailto:ra-agccmain@pa.gov) .**

**2026 Virtual Annual Watershed Specialist Meeting**

The Watershed Specialist Annual Meeting will be held virtually on February 3<sup>rd</sup>-4<sup>th</sup>, 2026 for two half-day sessions. This meeting has been arranged in place of the mandatory in-person October 2025 meeting. On the first half-day we will be discussing process and procedures related to reimbursement requests and associated paperwork for the Growing Greener and Watershed Specialists grants.

**We are requiring that anyone involved in the administration of these programs and the associated paperwork attend the meeting on the first-half-day.**

Please find the registration link here → **Virtual Registration Form Link:**  
<https://forms.gle/3cqcHw8fb9bByQbB8>

If you have any questions or comments, please feel free to contact Shane Kleiner at [shkleiner@pa.gov](mailto:shkleiner@pa.gov) or by phone at 570-826-2509.

**Leadership Development**

**Director “Back to Basics” Orientation Workshop** - The Leadership Development program's 2026 Board Development Initiative will include a regional “Back to Basics” Orientation Workshop designed for newly-appointed Director and Associate Directors. The program will include a condensed overview highlighting crucial information on district form and function, Director roles and responsibilities, legal requirements, partner relationships, and board development. Regional Orientation Training Sessions are scheduled for March 11 at Clinton CCD, March 12 at Cumberland CCD, March 18 at Westmoreland CD, March 24 at Monroe CCD, April 1 at the Lawrence County DPS, and April 23 at Berks CCD. Networking starts at 9am, the training will run 10am – 1pm and includes lunch. All Directors and Associate Directors, as well as district and partner staff, are welcome to attend. Visit [PALeadership.org](http://PALeadership.org) for more information and to register.

**Update Needed: PAOneStop website links**

We need your assistance in updating the PAOneStop Farm Planning System link and the related flyers on your websites. The correct link for PAOneStop is [PAOneStop.psu.edu](http://PAOneStop.psu.edu). Please note that all other links are not administered by Penn State and will not take users to the PAOneStop Farm Planning System. Ready-to-print PDF flyers for the PAOneStop modules are available for web posting. For more information, please contact Jennifer Weld: [jlw23@psu.edu](mailto:jlw23@psu.edu) or 814-863-3500.

## **College Internship Opportunity with DEP Bureau of Watershed Restoration and Nonpoint Source Management**

DEP is looking for two great college interns to work with DEP's Bureau of Watershed Restoration and Nonpoint Source Management (BWRNSM) this summer. Both internships qualify for part-time telework and two days a week in DEP's Harrisburg Central Office., compensated at \$17.38/hour.

One position will be working mostly with the Chesapeake Bay Partnership Section using GIS for communications and outreach tools and requires current full-time enrollment in a bachelor's degree, or advanced degree program in one of the following majors:

- Computer Science
- Geographic Information System (GIS)
- Environmental Science

DEP BWRNSM Chesapeake Bay Division Internship: [Commonwealth of PA Internships & Apprenticeships | Find Your Passion for Public Service!](#)

The second position will be working with the Nonpoint Source (NPS) Division on issues related to Agriculture Compliance, Conservation District Support, and Watershed Restoration. It requires enrollment in good academic standing as a FULL-TIME student in a bachelor's, or advanced degree program in:

- Agricultural Sciences
- Environmental Resource Management
- Environmental Studies

DEP BWRNSM NPS Internship: [Commonwealth of PA Internships & Apprenticeships | Find Your Passion for Public Service!](#)

## **Chapter 105 Program**

**PA Centric Webinar on New NRCS Manual** – On Tuesday, December 16, 2025, 124 representatives of state federal and local governments involved in wetland identification and hydric soil identification participated in a webinar on the USDA NRCS' new compendium of **Hydric Soils of Problematic Conditions and Altered Materials**. 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, presented 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. This webinar was recorded and will be added to the Clean Water Academy by the end of year.

**Webinar on Guidance for completing Wetland Determination Forms with review considerations** – On December 16, 2025, 119 representatives of state, federal, or local government organizations performing wetland identification and regulation work in Pennsylvania participated in this webinar focusing on completing the Wetland Determination Form, as well as key review considerations. This webinar was presented by Frank Plewa, a leading wetland expert Wetland Specialist from the U.S. Army Corps of Engineers – Baltimore District's Regulatory Program. Mr. Plewa brought an unparalleled wealth of knowledge to this session, having performed thousands of delineations and jurisdictional determinations and conducted hundreds of wetland identification trainings and seminars throughout his career. This webinar was recorded and will be added to the Clean Water Academy by the end of year.

**Wetland Determination Walkthrough with The Army Corps of Engineers Interactive Training on Clean Water Academy** - This training program is a collaborative effort between The Bureau of Waterways Engineering and Wetlands, Division of Wetlands Encroachment and Training, and the Army Corp of Engineers. This comprehensive course provides an in-depth exploration of wetland determination, guiding learners through both growing and non-growing season scenarios. Participants will learn about essential field resources and on-site considerations, with a focus on hydrology, soil, and vegetation indicators. Designed as a comprehensive experience, this training serves as an invaluable resource for professionals seeking expertise in wetland assessment.

- [Wetland Determination: Wetland Determination Walkthrough with The Army Corps of Engineers \(2.5 Hours\)](#)

**Permitting Efficiency: Chapter 105 GP SOP Updated** – On December 4, the Bureau of Waterways Engineering and Wetlands’ (BWEW) Division of Wetlands Encroachment and Training (Division) finalized and issued the revised Standard Operating Procedure (SOP) for Chapter 105 General Permits (GP). The effort to revise Chapter 105 SOPs was started in 2024 and the release of the GP SOP this week is the final permit processing SOP in the revision effort. The [SOP](#) and the [GP Review Checklist](#) (found in the SOP Appendices) are available in the [Chapter 105 Resource Center](#) on the Clean Water Academy. The SOP includes multiple process efficiencies such as more direct resolution of remaining deficiencies, and clear guidelines on when review staff can issue letters and general permit registrations independently. The SOP also incorporates procedures for electronic permitting systems into the SOP. The Division plans to hold a webinar in January for Chapter 105 staff to discuss this SOP.

- [Course: Chap. 105 - Resource Center, Topic: Standard Operating Procedures](#)

**Cocalico Creek Watershed Restoration Watershed Permit Issuance** - The Division of Wetlands, Encroachments, and Training issued the second watershed restoration permit on December 4, 2025. The permit gives consent to the Cocalico Creek Watershed Association to construct and maintain Phase 1 of the Cocalico Creek Watershed Restoration Project located in Lancaster County in the Conestoga River watershed (State Water Plan Subbasin 07). The permit term is for seven (7) years and can be extended. Phase 1 involves restoration of 1,417 feet of watercourse and 3 acres of associated floodplains. This phase will result in restoration of a total of 2.0 acres of wetlands. Future final construction plan sets for additional project phases (9 in total) will undergo separate expedited restoration plan review and approval. The project includes restoration, rehabilitation, and enhancement activities of aquatic resources across approximately 125.9 acres of the Cocalico Creek watershed. All or a portion of 34,745 linear feet of watercourse, adjoining floodplains, and associated 31.4 acres of wetlands may be affected by the overall project.

In total, the project identifies and proposes nine project areas or phases of the overall project to lessen or reverse the degradation or discontinuity through implementation of restoration, rehabilitation, and enhancement construction techniques to address the predominant causes of degradation. The watershed permit will allow the watershed organization to adapt to potential project funding sources and provide an expedited restoration approval process well into the future.

The watershed restoration permit concept was developed specifically for comprehensive large-scale restoration projects. While it addresses permitting efficiencies, it is worth noting that funding constraints may require comprehensive funding strategies as well. This permitting option provides permitting efficiencies but also requires significant planning and commitment by project sponsors.

## **Chapter 102 Program**

**Chapter 102 Quarterly Newsletter** – The newsletter was emailed out the first week of January. It is also always available in the 102 Resource Center of Clean Water Academy, under [DEP Guidance, Policies, and FAQs](#). CCDs are encouraged to review the newsletter each quarter for reminders, updates, and tips. CCD staff are also welcome to make their own contributions to the newsletter; if interested, contact Luke Graver at [lugraver@pa.gov](mailto:lugraver@pa.gov).

**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 processes 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.

### **Upcoming Events**

- 102 Engineers Workgroup Meeting – January 12
  - Contact Lee Engel ([lengel@pa.gov](mailto:lengel@pa.gov)) if you are a District Engineer but have not received an invitation
- Enforcement Training: Tools in Our Toolbox webinar – January 30 (Level III Districts)
- CCD Listening Session on Permit Efficiency (SPEED) – March 3
- Regional In-Person E&S Training – DEP’s Bureau of Clean Water will be hosting one-day small group E&S training events at each region again in 2026. Be on the lookout for registration announcements!

## **Clean Water Academy**

### **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.

### **Course: Encountering Acid-Producing Rock/Coal During Construction Activities**

Sharon Hill from the Bureau of Mining Programs explains how to manage acid producing rock and coal during construction. She discusses identifying these materials, their impact on land development, and the planning needed to prevent pollution. Key topics include site characterization, testing for sulfur content, and the importance of licensed professionals in managing these materials. The presentation also addresses common questions about coal removal and APR handling.

### **Course: BLM Lookup Table for Copper Instructional Video**

This video explains how to determine BLM (Biotic Ligand Model)–based copper water quality criteria using DEP’s lookup tables, including how to find Strahler stream order in eMapPA and how to use pH and DOC (dissolved organic carbon) data to select and read the correct table.

### **Course: MRC (Managed Release Concept)**

In this course, the Pennsylvania Department of Environmental Protection (DEP) will introduce the foundational principles of MRC Stormwater Control Measures (SCMs) and their design standards. Through this course, participants will gain the knowledge and skills needed to effectively implement MRC SCMs. This course is designed for professionals involved in stormwater management, planning, and design, providing practical guidance to support sustainable and compliant stormwater practices. Additional lessons are under development.

Course: Streamlining the Budget Submission Process

Learn about the new budget data submission process, which simplifies data entry and eliminates redundant steps. The session details how to access the new system and use the updated budget spreadsheet, highlighting benefits like enhanced data analysis and reporting. It also covers the use of Excel for reporting on positions and funding, emphasizing collaboration and support for users while addressing questions about data accuracy and deadlines.

Chesapeake Bay

**2025/2026 CAP Grant Awards Announced** - On December 12, the 2025/2026 CAP Grant Awards were announced. Since that time, emails have been sent by the Grants Center to all counties receiving CAP awards. The emails contain the county’s award letter as well as a request for counties’ signatory information for the new grant agreements.

Counties will need to reply by email with the Name, Title, and Email Address of the individual who is authorized to sign the agreement. Once all documents and grant signature information have been received, these will be reviewed by the Department’s Grants Center and Program Staff. When the review has been completed, the grant agreement documents will be sent through the eSignature system for review and signature. The sooner counties provide this information, the quicker the Grants Center can begin to start the new agreement process.

In addition to providing signatory information, counties must also provide a Federal Funding Accountability and Transparency Act Subrecipient Data Sheet (regardless of whether they are receiving federal funds or not) and an implementation budget sheet. Those documents were provided in the award email sent by the Grants Center. Note: during the grant application, counties filled out an implementation budget sheet, but a new one must be submitted that reflects the amount of implementation funds that were actually awarded to the county via the CAP Grant (do not include funds awarded for CAP Coordinators, these were addressed in separate budget sheets).

Dates to Remember

**2026 State Conservation Commission Meeting and Conference Call Dates**

<u>Meetings</u>	<u>Conference Calls</u>
January 20, 2026 *	February 17, 2026**
March 17, 2026 *	April 23, 2026 (Thursday)**
May 19, 2026 *	June 18, 2026 (Thursday)**
July 23*	August 18, 2026**
September 8, 2026 *	October 20, 2026**
November 17, 2026*	December 15, 2026**

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

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

**Leadership Development Director “Back to Basics” Workshops**

Clinton CD	March 11
Cumberland CD	March 12
Westmoreland CD	March 18
Monroe CD	March 24
Lawrence County Public Safety	April 1
Berks CD	April 23

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 III.1

### LANCASTER COUNTY CONSERVATION DISTRICT BOARD MEETING MINUTES December 3, 2025

The 881<sup>st</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 December 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, and Commissioner Ray D'Agostino. Roger Rohrer chaired the meeting due to Sonia attending remotely.

**The following Associate Directors were present:** Kyle Solyak, Jay Snyder, Dan Zimmerman Jennifer Engle, and Philip Dunn.

**The following District Staff were present:** Chris Thompson, Stacey Hertz, Matt Kofroth, Sallie Gregory, Kent Bitting, Kevin Lutz, Tyler Keefer, Adam Stern, Emma Riebling, Eric Hout, and Amanda Goldsmith.

**The following Cooperating Agency representatives were present:** Chaz Heberlig, DEP Field Representative; Mark Myers, District Conservationist, NRCS-USDA; Officer Jeffrey Schmidt, PA Fish and Boat.

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

**Introductions:** Roger Rohrer provided the invocation. Chris provided an introduction for a few people that don't attend regular meetings, and also the new associate director Philip Dunn.

**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. Installation of New Associate Directors**

Commissioner Ray D'Agostino installed Philip Dunn as a new associate director.

#### **II. Agency Reports**

##### **1. USDA, NRCS**

Mark Myers reported that they are working hard to catch up on the 6 weeks of lost time, and that any measurable activities will be included in the next report. He also updated on staffing that Jeff Scholly has retired, and that Lari Jo has come back part-time since Christine Formica did not return. He also reported that the deadlines for AMA, CSP & EQIP have been extended to 1/15/2025.

##### **2. PA DEP Field Rep Report**

Chaz Heberlig highlighted from his report the 2026 District Director Nominations, 2026 Virtual Annual Watershed Specialist Meeting, Manure Management Plan Administrative Completeness Review Guide has been released, and the Chesapeake Bay Watershed Restoration Division Annual Report.

#### **III. Consent Agenda**

Gordon Hoover moved to accept the Consent Agenda as presented, seconded by Kent Weaver. The motion passed unanimously.

- #1 – Minutes of November 5, 2025 Board meeting.
- #2 – Technical Assistance Requests/Cancellations
- #3 – Nutrient Management Plan Approvals
- #4 – Conservation Plan Acknowledgment

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

<b>APPLICANT ASSISTANCE</b>	<b>TITLE</b>	<b>TOWNSHIP</b>	<b>SIZE</b>
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:

<b>OWNER</b>	<b>TOWNSHIP</b>	<b>OPERATION</b>	<b>DESIGNATION</b>	<b>AEU's/ ACRE</b>	<b>REVIEWER</b>	<b>PLAN #</b>
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	35.45	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**

**Date**

**Range:** Nov-25 Nov-25

<b>NMP Name</b>	<b>Municipality</b>	<b>Plan Update Submission Date</b>	<b>Original NMP Approval Date</b>	<b>Planner<sup>1</sup></b>	<b>Species<sup>2</sup></b>	<b>AEUs</b>	<b>Regulated Operation Type<sup>3</sup></b>	<b>Date Plan Acknowledgment Letter Sent</b>	<b>Reason for Update</b>
Walnut Run Farms Partnership	Penn	11/12/2025	9/3/2025	Devlin 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  
November 5, 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

**IV. Additional Business**

**1. Items removed from Consent Agenda**

None.

**2. Treasurer's Report**

Stacey Hertz reported there was a gain of 17.1% and current amount of interest earned is \$179,300. The earned interest rate for the Invest account is 4.07%. In the PA Invest account there is about \$17 million, and in the Citizens bank account is \$71,000. The larger amount in the Citizens bank account is due to payroll getting ready to come out. About \$10.3 million has been paid out in grant funds this month to get projects on the ground.

**3. Personnel Committee**

Dan Zimmerman requested approval to hire Kelsey Coultas for the Ag Conservation Technician position. Herb Kreider moved to approve the hire request, seconded by Kent Weaver. The motion passed unanimously.

**4. ACAP/CEG Project Approval**

Kent Bitting requested approval to move forward with the projects listed below utilizing \$22,278.43 worth of CEG funding. Herb Kreider moved to approve as presented, seconded by Kent Weaver. The motion passed unanimously.

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
<b>Totals</b>				<b>\$24,753.81</b>	<b>\$22,278.43</b>

**5. Nutrient Management Certification Re-Classification & Exemption**

Kevin Lutz requested approval on behalf of Emma Riebling to pursue changing her certification from Public Review to Public Dual Certified. Gordon Hoover moved to approve the request, seconded by Sonia Wasco after some discussion about staff development. The motion passed unanimously.

**6. Watershed Committee Report**

Amanda Goldsmith requested approval for the 6 projects listed below. Herb moved to approve as presented, seconded by Deryk Shaw. The motion passed unanimously.

Landowner	Technician	Total Cost	Administrative Cost	Total Grant Requested
Ray Becker (Becker Farm)	Tyler Keefer, LCCD	\$232,676.00	\$3,750.00	\$75,000.00
Mark Beiler (M. Beiler Farm)	Tyler Keefer, LCCD	\$158,180.00	\$3,750.00	\$75,000.00
Christian Petersheim (Petersheim Farm)	Grace Chamberlain, LCCD	\$133,150.00	\$3,750.00	\$75,000.00
Caitlin Markham	Amanda Goldsmith, LCCD	\$140,950.00	\$3,750.00	\$75,000.00
Sam Miller (S. Miller Farm)	Grace Chamberlain, LCCD	\$95,000.00	\$3,750.00	\$75,000.00
Fred Ranck (Ranck Farm)	Grace Chamberlain, LCCD	\$159,100.00	\$3,750.00	\$75,000.00
<b>Totals</b>		<b>\$919,056.00</b>		<b>\$450,000.00</b>

**7. E&S Committee Report/Enforcement Action**

Eric Hout review the E&S Committee minutes. He requested approval to send Dutchland Realty Holding Corp. for their project 3321 Columbia Avenue to Enforcement for their pollution event and unresolved violations. Gordon Hoover moved to approve, seconded by Deryk Shaw. The motion passed unanimously.

**8. 2024 Audit Presentation**

Stacey Hertz reported the 2024 audit is complete, and it has been filed as required to SCC/DEP. Herb Kreider moved to approve the audit, seconded by Kent Weaver. The motion passed unanimously.

**9. Dirt & Gravel / Low Volume Road Program Amendment Request**

Tyler Keefer requested approval to increase the funding for the Wendy Drive LVR project in Martic Township. This project was originally contracted for \$43,197.00 with the clause that once the PA state budget passed it would increase to \$56,100.00. The township requested an additional 12% increase to extend a waterway raising the project total to \$63,500. The SCC has already given approval due to the amendment coming to a total of 47% above what was previously approved. Gordon Hoover moved to approve as presented, seconded by Herb Kreider. The motion passed unanimously.

**V. Reports & Information**

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

- Ag Banquet brochure

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

Adam Stern highlighted from the report the total plan submissions, referencing the 2024 project renewals for the higher total in 2024 than 2025 because of the PAG-02 renewal, and went over some of the projects received.

**3. ExtraGive Update**

Sallie Gregory reported that there were 50 donors this year, and raised \$9,737 for Youth Conservation School and Lancaster County Envirothons.

**4. PACD Ag Plan Reimbursement Report**

Chris Thompson highlighted the written report giving credit to Jason Reuter who has been leading this program.

**5. PACD/SCC Winter Meeting Registration**

Sonia Wasco highlighted the PACD committee meeting scheduling leading up to the winter meeting and encouraged directors to attend.

**VI. Additional Public Comment:**

None.

**VII. Meeting Adjourned**

Roger Rohrer adjourned the meeting without objection at 8:45 PM.

Respectfully,

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

Morgan Regan  
E&S Administrative Support Specialist

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

APPLICANT	TITLE	TOWNSHIP	SIZE	ASSISTANCE
None				

**Item III.3  
Requests for Nutrient Management Plan Approval (Lutz)  
December 2025 Activity  
January 21, 2026 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 #
Levi Stoltzfoos	Sadsbury	Dairy	CAO	3.27	Reuter	1372
Moses Glick	Providence	Dairy	CAO	2.61	Reuter	2433
Paul David Weaver	West Cocalico	Dairy	CAFO/CAO	5.20	Heigel	2257
Benjamin K. Blank	Providence	Dairy	CAO	2.48	Reuter	2523
Gerald Wenger	East Earl	Layer	CAO	69.39	Heigel	1944
Christ G. Fisher	Paradise	Dairy	CAO	2.83	Brodbar	1421
David K. Stoltzfus	Leacock	Dairy	CAO	3.17	Brodbar	145
Mervin J. Stoltzfus	Upper Leacock	Broiler	CAO	7.75	Brodbar	3249
John R. Lefever	Drumore	Layer	CAFO/VAO	1.32	Adams	717
Brian Eckman	Fulton	Swine/Broiler	CAFO/CAO	13.51	Adams	336
Noah W. Kreider & Sons	Rapho	Layer	CAFO/CAO	117.75	Riebling	331
Melvin Allgyer	Caernarvon	Dairy	CAO	3.88	Heigel	2329

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

**Technician:**

**Date**

**Range:** Nov-25 Dec-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
John B. Stoltzfus Jr.	East Hempfield	11/24/2025	1/3/2024	Dean Patches	Dairy	112.25	CAO	12/5/2025	Simple Update
The Barley Farms	Manor	12/9/2025	7/2/2025	Amanda Grube	Pullet/Steer	355.57	VAO CAFO	12/10/2025	Simple Update
Ken Martin-Martin Farms LLC	East Drumore	1/8/2026	7/2/2025	Megan Kreider	Swine/ Pullet/ Dairy	1754.53	CAO CAFO	1/8/2026	Simple Update
James & Melissa Landis	Little Britain	1/8/2026	7/3/2024	Maggie Dean	Broilers	210.08	CAO	1/12/2026	Simple Update

**Item III.4**

**Acknowledgment of Conservation Plans (Lutz)**

**The Lancaster NRCS Field Office recommends the following plans for the  
January 21, 2026 Board Meeting:**

**NATURAL RESOURCES CONSERVATION SERVICE**

<b>Conservation Plans</b>	<b>Number of Plans</b>	<b>Planner</b>	<b>Township</b>
Barry K. Kreider	2	McKinley Morris	West Hempfield
W&W Ag LCC	1	McKinley Morris	West Donegal

**LCCD AG EROSION & SEDIMENTATION PLANS**

<b>Conservation Plans</b>	<b>Number of Plans</b>	<b>Planner</b>	<b>Township</b>
None			

**Item III.5**

**LCCD 2026 Membership Renewals**

Below is a list of organizations proposed for membership for this year, with their corresponding dues. An affirmative vote approves LCCD participation and payment of the fees when they become due.

<b>Name</b>	<b>2025 Fees</b>	<b>2026 Fees</b>
National Association of Conservation Districts (NACD)	\$775 (Gold)	\$775 (Gold)
Pennsylvania Association of Conservation Districts (PACD)	\$2,915	\$ 3,215
Lancaster Chamber of Commerce	\$550	\$550
PennAg Industries	\$250	\$250
Capital RC&D Area Council (RC&D)	\$350	\$350
Building Industry Association (BIA)	\$875	\$875

**\*Action Required**

Item IV.2

Lancaster County Conservation District

Balance Sheet

As of December 31, 2025

1:26 PM  
01/14/26  
Cash Basis

ASSETS

<b>Dst Accts</b>	
District General Fund	
1001 · General Fund INVEST	970,311.39
1015 · General Fund Citizens	251,949.80
<b>Total District General Fund</b>	<b>1,222,261.19</b>
Raymond James/Fulton Advisors	
Investment Unrealized Gain/Loss	130,229.62
Raymond James/Fulton Advisors - Other	750,000.00
<b>Total Raymond James/Fulton Advisors</b>	<b>880,229.62</b>
<b>E &amp; S</b>	
1002 · E & S - A	862,215.39
1005 · Clean Water - R	427,195.70
<b>Total E &amp; S</b>	<b>1,289,411.09</b>
1003 · Youth Conservation School - C	1,099.05
1006 · Separation - A	50,805.94
<b>1007 · Reserve</b>	
Reserved-LCCD Health 23-24 - A	10,496.78
Reserved-LCCD Health 22-23 - A	899.80
Reserved-LCCD Health 21-22 - A	11,734.10
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	61,869.69
Reserved-Communication - A	29,000.00
Reserved-Computer Hardware - A	36,725.77
Reserved-NM Program - A	62,863.97
Reserved-NMP Vehicle - A	83,273.88
1007 · Reserve - Other	292,227.61
<b>Total 1007 · Reserve</b>	<b>589,091.60</b>
<b>1008 · Scholarship - C</b>	
Bond Unrealized Gain/Loss - C	-2,998.32
Scholarship Bonds - C	35,000.00
1008 · Scholarship - C - Other	11,004.31
<b>Total 1008 · Scholarship - C</b>	<b>43,005.99</b>
1009 · Dirt & Gravel Roads - R	226,590.16
1013 - Exelon - R	1,097,231.42
1014 - Low Volume Roads - R	243,690.67
1115 · Conservation Excellence - R	1,439,476.68
1118 · American Rescue Plan Act - R	822,654.33
1119 · Agriculture Conservation Ass -R	5,853,356.43
1120 · CAP 2024 - R	1,147,475.04
1121 · ARPA 2024 - R	44,893.12
1122 · SCC ACAP 24/25 - R	1,927,628.99
1123 · DEP CAP 2025 - R	1,573,548.89
1017 · Self-Funded Health Insurance -R	125,609.96
<b>TOTAL ASSETS</b>	<b>18,578,060.17</b>

\$1,002,117.62	General Operations - U
\$131,374.71	Grants without bank account - R
\$51,002.58	Activities Account - A
\$37,766.28	Tree Fundraiser Account - U
<b>\$1,222,261.19</b>	<b>TOTAL</b>

Fulton Advisors	Fulton + INVEST
Funds Invested	Balance
5/2/2022	12/31/2025
350,000	1,212,215.39
	<u>427,195.70</u>
	1,639,411.09
25,000	26,099.05
25,000	75,805.94
25,000	25,000.00
50,000	50,000.00
25,000	25,000.00
100,000	162,863.97
125,000	417,227.61
25,000	68,005.99
750,000	Initial Investment
880,230	Current value
17.4%	ITD Gain/Loss

\$1,835,887.90	A - Assigned Funds
\$94,105.04	C - Committed Funds
\$15,060,726.10	R - Restricted Funds
\$1,587,341.13	U - Unassigned Funds
<b>\$18,578,060.17</b>	<b>TOTAL</b>

Lancaster County Conservation District  
**Balance Sheet**  
As of December 31, 2025

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Other Current Liabilities**

2200 · YCS Liability 26,099.05

2016 · Health Insurance Liability 124,829.18

**Total Other Current Liabilities** 150,928.23

**Total Current Liabilities** 150,928.23

**Total Liabilities** 150,928.23

**Equity**

3000 · Opening Bal Equity 893,054.68

3900 · Retained Earnings 16,177,641.32

Net Income 1,356,435.94

**Total Equity** 18,427,131.94

**TOTAL LIABILITIES & EQUITY** 18,578,060.17

**Lancaster County Conservation District**  
**Income and Expenses**  
January through December 2025

	General Operations	E&S	Activities & Tree Sale	Grants	Scholarship	Separation/ Reserve	Jan - Dec 25	Budget	\$ Over Budget
<b>Income</b>									
520 · County Funding	295,000.00						295,000.00	295,000.00	0.00
530 · Program Contracts	2,069,114.68	53,000.00					2,122,114.68	2,145,436.00	-23,321.32
560 · Grant Administration	734,389.06	5,176.73		13,265.00			752,830.79	1,161,094.00	-408,263.21
570 · Grant Project Income				11,829,849.95			11,829,849.95	10,000,000.00	1,829,849.95
580 · Fee / Reimbursement Income	4,919.04		8,950.00				13,869.04	5,000.00	8,869.04
581 · E&S102 Review Fees		681,185.00					681,185.00	675,000.00	6,185.00
582 · NPDES Permit Fees		115,000.00					115,000.00	85,000.00	30,000.00
590 · Interest Income	45,710.42	57,934.27		682,832.57	1,121.66	26,430.29	814,029.21	35,000.00	779,029.21
540 · Activity Income	333.33		13,359.55		2,796.33		16,489.21	10,000.00	6,489.21
585 · Tree Sales Income	3,665.96		33,616.79				37,282.75	0.00	37,282.75
595 · Other Income	(3,129.64)	625.00	4,100.00	3,488.80		75,130.88	80,215.04	0.00	80,215.04
599R · Interfund Transfer In	53,000.00		10,000.00			54,380.32	117,380.32	53,000.00	64,380.32
<b>Total Income</b>	<b>3,203,002.85</b>	<b>912,921.00</b>	<b>70,026.34</b>	<b>12,529,436.32</b>	<b>3,917.99</b>	<b>155,941.49</b>	<b>16,875,245.99</b>	<b>14,464,530.00</b>	<b>2,410,715.99</b>
<b>Gross Profit</b>							<b>16,875,245.99</b>	<b>14,464,530.00</b>	<b>2,410,715.99</b>
<b>Expense</b>									
7100 · Staff Salary	2,248,128.49	598,561.01		180,904.68			3,027,594.18	3,178,332.00	-150,737.82
710 · All Emp Benefits	588,072.44	141,461.80	6,554.55	35,759.23			771,848.02	916,839.00	-144,990.98
720 · Vehicle & Travel Expenses	25,725.62	23,264.78	121.10	9,896.93			59,008.43	51,500.00	7,508.43
722 · Meeting Expenses	16,026.78	2,323.52	104.95	(293.77)	71.24	4,300.00	22,532.72	23,100.00	-567.28
730 · Supplies	13,770.48	608.31	3,253.18	89.28			17,721.25	16,350.00	1,371.25
735 · IT - Communication	31,668.45	797.50		800.00			33,265.95	35,500.00	-2,234.05
740 · Postage	3,954.34	477.66	385.11	95.27	1.38		4,913.76	6,550.00	-1,636.24
745 · Office Rent	83,862.99	22,232.72		2,518.20			108,613.91	109,200.00	-586.09
750 · Equipment	26,405.41	715.18	2,518.00	850.68			30,489.27	37,200.00	-6,710.73
830 - Administrative	71,066.76	545.27	1,410.45	1,235.08			74,257.56	5,400.00	68,857.56
810 · Activity Expenses	242.70	32.54	54,341.98		2,000.00		56,617.22	2,805.00	53,812.22
820 · Grant Project Expenses	500.00			11,192,878.49			11,193,378.49	11,000,000.00	193,378.49
805 · Allocated Cost Transfer	(28,862.56)	23,130.26		5,732.30			0.00	136,823.00	-136,823.00
890 · Miscellaneous Expenses	1,208.97	(20.00)					1,188.97	1,000.00	188.97
899E · Interfund Transfer Out	54,380.32	53,000.00				10,000.00	117,380.32	53,000.00	64,380.32
<b>Total Expense</b>	<b>3,136,151.19</b>	<b>867,130.55</b>	<b>68,689.32</b>	<b>11,430,466.37</b>	<b>2,072.62</b>	<b>14,300.00</b>	<b>15,518,810.05</b>	<b>15,573,599.00</b>	<b>-54,788.95</b>
<b>Net Income</b>	<b>66,851.66</b>	<b>45,790.45</b>	<b>1,337.02</b>	<b>1,098,969.95</b>	<b>1,845.37</b>	<b>141,641.49</b>	<b>1,356,435.94</b>	<b>-1,109,069.00</b>	<b>2,465,504.94</b>

**Item IV.3**  
**Budget and Finance Committee Report**

The District's Budget and Finance Committee is sharing with the District Board that slight changes have been made to the District's 2026 budget. When the Budget and Finance Committee met this past fall, there were several allocations unknown at the time due to state and federal government shutdowns. After these shutdowns were resolved and with the county's allocation for the district awarded, district staff revisited the 2026 budget. There were slight changes made to the 2026 budget, mostly regarding the awarded amount for the 2026 Countywide Action Plan (CAP) grant, which was slightly lower than expected. These budget changes amounted to a 0.3% change in the overall budget, so there is no need to reopen the 2026 budget at this time; we are just letting the Board know of this change. Administration feels this shortfall, roughly \$50,000 from the budget passed in December, could be made up with new funding opportunities in 2026 and increased interest income from working capital provided by some of the grants the District is involved with currently. As reported at the last Board meeting, the Budget and Finance Committee will be periodically checking in with the District staff on where the 2026 budget is headed and will bring any issues to the Board if needed.

**Item IV.4**  
**Authorized Check Signers for Conservation District Accounts**

Established policy requires that each invoice is reviewed for payment and signed by two authorized District representatives. To ensure the timely processing of payments, the District strives to maintain a list of 4 authorized check signers. For 2026, the Budget and Finance Committee is requesting the following list of authorized check signers for all District accounts shown below, which will remain in effect until updated by Board action.

- Kent Weaver, Treasurer
- Roger Rohrer, Director
- Christopher Thompson, District Manager
- Matthew Kofroth, Assistant District Manager

**\*Action Required**

## **Item IV.5 District Summer Intern**

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

### ➤ Summer Intern

- Cost \$15/hour – 4 days/week (Monday – Thursday), 7.5 hours/day
- Posting 1/21/26 – 2/20/26
- Ranking 2/23/26 – 2/27/26
- Interviews 3/11/26 – 3/20/26
- Candidate board approval – 4/1/26
- Dates of employment – 5/11/26 – 7/30/26
- Board presentation – 7/1/26

### **\*Action Required**

## **Item IV.6 Manure Storage Setback Waiver Request**

The District received a manure storage well setback waiver request on November 6, 2025 for consideration by the LCCD Board of Directors. Noah W. Kreider & Sons LLP (Kreider Farms) would like to construct a 76' x 150' roofed stacking shed for storage of layer manure within 100 feet of a private drinking well located on their Act 38 regulated Mount Joy operation in Rapho Township. The stacking shed is part of their plans to replace the existing layer facilities and rebuild with a stacking shed at the end of each layer house. Due to the location, limited space, and existing nature of this operation, no other reasonable option was available. Being a solid type manure, there is little threat of direct pollution to the well located 62 feet away. A second well within the setback area is being decommissioned. Cameron Renehan, TeamAg Inc., is the engineer of record for this project. On December 15, 2025, a meeting was held on-site with a Kreider Farms representative, TeamAg, District, and SCC staff to discuss the site location. The consensus of that group was that the project met the criteria in the Act 38 regulations to allow for a waiver request to be granted and poses no threat to the environment.

### **\*Action Required**



COMMONWEALTH OF PENNSYLVANIA  
STATE CONSERVATION COMMISSION

December 18, 2025

Lancaster County Conservation District Board of Directors,

RE: Manure storage setback waiver request for the Noah W. Kreider & Sons, LLP-  
Mount Joy Farm:

Dear District Directors:

On December 15, 2025, an onsite meeting was held at the Noah W. Kreider & Sons, LLP-Mount Joy Farm (Kreider Farms) located at 340 Eby Chiques Road, Mount Joy, PA; for the purpose of evaluating a request by Kreider Farms for a manure storage setback waiver from a private water well. The onsite meeting was attended by representatives of LCCD and SCC, as well as Mr. Rick Cramer, representing Kreider Farms. The planner and engineer from TeamAg Inc. were also present at this meeting. Since that on-site meeting, and after discussing internally, the State Conservation Commission would like to offer the following comments for the Lancaster County Conservation District Board of Directors to consider as they act on Kreider Farms formal request for a setback waiver:

When asked the question, "why here", referring to Kreider Farms chosen location for the proposed manure storage, Mr. Cramer pointed out the obvious that the site provided little if any alternative location. The proposed manure storage, a dry stacking structure, will be part of a much larger project of remodeling the 6 existing high-rise layer houses with under-barn pits, to a belted manure system with dry stacking sheds on the end of each barn. Because of the scale of the facilities, the very limited room available, and the need to tie into the 6 existing barns, there really was no other location on site that would work. Although the Commission understands this reason, as well as the need for the operator to consider this issue, the Commission also has an obligation to consider the potential environmental aspects of placing the manure storage closer to a well than Act 38's required 100-foot setback, along with the potential precedent that could be set by granting this waiver.

*After careful consideration, and discussing internally, the SCC would be ok with granting Kreider Farms waiver request, based off the following:*

1. No real viable alternative location for the proposed manure storage was observed.
2. How well Kreider Farms currently maintains this, along with their other existing facilities.
3. The topography surrounding the site.

However, to help cut down on the *potential* risk of nutrients getting to the well, the Commission asks that in the design and construction of the manure storage structure, the following would be considered:

1. Detail how the upslope surface water runoff from roofs and driveways will be diverted around the affected wellhead.
2. Make sure the water well planned for decommissioning be done so according to NRCS's standard design 351, Well Decommissioning, or better.

It is the hope of the Commission that the Board will consider these comments as they make their decision.

*Michael L. Brubaker*

*Melodie S. Tuckey*

Mike Brubaker & Melodie Tuckey  
SCC, Nutrient Management Program

Item IV.7

Lancaster County Conservation District  
Erosion & Sedimentation Committee Meeting Minutes  
Thursday December 18, 2025  
1:30 P.M.

Farm & Home Center Sunroom and virtually via Microsoft Teams

Attendees: Jay Snyder, Greg Strausser, Commissioner Ray D'Agostino (arrival at 1:45 PM), Deryk Shaw (online), Alex Flurry (online), Ava Lang, Kaylyn Silvio, Chelsea McKenzie, Shannon Erdman, Eric Hout, Adam Stern, Chris Thompson

1. Update on Pending Enforcement Cases

Eric Hout provided an update on 2 pending enforcement cases. 5220 Paes Road (Salisbury Township) – Consultation and coordination with PA DEP on final enforcement documents is in process now. 3321 Columbia Avenue (East Hempfield Township) – A recent follow up inspection found violations have been addressed. Staff will begin working on enforcement and penalty documents.

2. E&S Department Plans for 2026

Adam Stern outlined 3 areas of work for the E&S Department in 2026 beyond routine programs and delegated responsibilities. Those areas were implementing a fully digital plan/permit review process option, continuing to increase the frequency of routine site inspections, and developing the PCSM delegation if the board ultimately authorizes it. Additional discussion on goals for 2026 is on the agenda for the LCCD Annual Planning Meeting scheduled for the morning of January 21, 2026.

3. PCSM Delegation Research Report – Discuss what has been found so far and identify next steps

**\*Action Requested**

Staff reviewed the findings of their research summarized in the attached pages. Committee members had a chance to ask additional questions of staff and weigh the benefits and potential downsides of taking on the PCSM delegation. Following deliberation, the Committee recommends Board authorization of a letter to PA DEP Central Office that outlines Lancaster County Conservation District's intent to pursue and take on the Chapter 102 PCSM Delegation (Motion by Commissioner Ray D'Agostino & seconded by Greg Strausser. Motion passed unanimously)

Next Scheduled Meeting

Thursday January 22, 2026 @ 1:30 PM

Farm & Home Center and virtually via Microsoft Teams

### 3. PCSM Delegation Research Report Action Requested

1. Initial Document Review
  - a. Chapter 102 Delegation Agreement Template – Focus on the last 3 pages of the document “Conservation District Levels of Program Delegation Responsibilities and Required Output Measures for Post Construction Stormwater Management (PCSM)” – This document outlines all the “options” under the Chapter 102 delegation and is attached.
  - b. PA DEP SOP “Management of Chapter 102 Delegation Agreements” – This document outlines the process for adding or removing a delegation under the Chapter 102 program. It is a process document that would be applicable if the Committee/Board gives us the directive to proceed.
  - c. Several other CCDs Applications/Fee Schedules and Professional Engineer job postings – These were used to give staff a general understanding of other Districts’ current PCSM programs. Staff used this knowledge to generate questions and have productive conversations in section 2 below.
2. Consultation with other CCDs & PA DEP
  - a. CCDs – Input was gathered from other Districts with a focus on the 10 questions listed on the attached sheet.
    - i. 3 CCDs provided a written response (Berks, Cumberland, & York)
    - ii. 5 CCDs participated in a virtual meeting with LCCD staff (Chester, Montgomery, Monroe, Northampton, & Westmoreland)
  - b. PA DEP – A virtual meeting was held with representatives from LCCD, PA DEP Central Office, and PA DEP Southcentral Regional Office.
3. Findings – Staff have elected to organize our findings by reporting what we have categorized into “pros” of taking on the PCSM delegation, “cons” of taking on the PCSM delegation, and important items that need to be addressed if we elect to take on the PCSM delegation.
  - a. Pros
    - i. Potential for more timely reviews to the regulated community and less dependence on DEP. Districts reported their engineering staff can work in tandem with E&S technical staff to provide review letters in a timely manner with less need to coordinate with the DEP during challenging reviews. That said, there is still a need to wait for the DEP regional office to issue technical deficiency letters and permit issuances for Individual Permits, so the PCSM delegation does not entirely eliminate the potential for a bottleneck at DEP.
    - ii. Eliminates the awkward situation of staff identifying PCSM plan deficiencies and not knowing how to navigate the review process. In our current delegation agreement, E&S staff repeatedly notice technical deficiencies pertaining to the PCSM plan during a review and are stuck with making a choice between finding a way of stating their observations during a completeness review or letting go of the deficiency under the guise that we are not PCSM-delegated. Sometimes, staff receive pushback for identifying stormwater deficiencies when we are not delegated to do so. The PCSM delegation would give LCCD a strong backing to identify PCSM-related deficiencies.
    - iii. Assurance that PCSM plans meet the standards of Chapter 102. In our current delegation, we do not always have assurance that PCSM plans in acknowledged permits meet Chapter 102 regulations because DEP/CCD staff are not always completing a PCSM technical review. With the PCSM delegation, LCCD staff would have the discretion to complete a full PCSM technical review of any permit submission. Several Districts reported their sense that being able to complete these reviews ensures that all permitted sites in their counties are meeting the Chapter 102 regulations and ensures a baseline of protection for receiving surface waters.

- iv. Legal support from DEP. As with our current delegations, DEP will continue to provide support in the event of a permit appeal or other litigation. Any legal action related to LCCD staff's work under the Chapter 102 delegation (including the PCSM delegation) would continue to be covered by the work and assistance of the Department's Counsel's office. If staff (including a professional engineer) are working within the bounds of the Chapter 102 program and review responsibilities, they would be "covered."
  - v. Potential for simplified workload for other E&S staff. Taking on the PCSM delegation and adding engineering support to the team allows other team members to focus on the many other aspects of the Chapter 102 program. These include E&S Plan/Permit review, routine site inspections, complaint response, and compliance/enforcement efforts.
- b. Cons
- i. Upfront workload and effort. Other Districts and the Department reported the process to get started takes much time and effort, including a Chapter 102 program evaluation, revising delegation agreements with DEP, and hiring for an engineer. Multiple districts shared some of the difficulties they faced in hiring qualified engineers for the program.
  - ii. Lack of programmatic support and timely responses from DEP. Multiple districts outside of the DEP Southcentral Region reported that training for the engineers from DEP is non-existent. However, the DEP SCRO staff shared that they regularly review technical deficiency comments from engineers and provide support and training as needed. All PCSM-delegated Districts shared that their offices don't have authority to issue technical deficiency letters and permit approvals for Individual Permits, which can still result in extended timelines for those permits.
  - iii. The delegation does not necessarily lead to higher quality submissions. One CCD reported that despite having a staff with 3 engineers, they do not believe that submissions to them are of any higher quality. Another CCD reported that a significant frustration of the PCSM-delegation is that design consultants don't always want to do what is required.
- c. Items to Address (if LCCD proceeds with the PCSM delegation)
- i. Size of Engineering Team. Multiple CCDs reported they have more than 1 engineer (Chester, Lehigh, Montgomery, Monroe) or are seeking an additional engineer (York, Berks, Northampton). Retaining more than one PE on staff allows the delegated activities to continue in the event of a resignation or other staff departure. Additionally, many CCDs stated that 1 PE was not enough for them to effectively implement the PCSM program in alignment with their goals and objectives. The current submission numbers in Lancaster County would likely require *at least 2* PEs/engineering staff once fully up and running.
  - ii. Compensation and fee schedule updates. All CCDs shared that retaining adequate engineering staff requires significant financial investment. This includes working to provide compensation that takes into consideration the current market rate for qualified PEs in the field. Taking on the PCSM delegation would require an overhaul of LCCD's fee schedule that would have to include significant increases in our fees for service. Some Districts specifically encouraged LCCD to ensure that adequate salaries can be offered for PEs and not to "low-ball" them with non-competitive salary offers.
  - iii. Which permits will be reviewed?. CCDs have some level of discretion when it comes to which permit submissions will require a PCSM technical review. The delegation agreement outlines permits that must receive a PCSM technical review. Beyond this, CCDs can coordinate with their regional office to determine which other permits will be reviewed. Some of the CCDs we talked to have elected to review all permit submissions as it simplifies the review process and provides consistent resource protection across their counties.

- iv. E&S Department/LCCD management and structure. CCDs shared the various organizational structures they have that include the PCSM delegation and engineering staff. Currently at LCCD, all E&S staff report to the E&S co-managers. The E&S technical manager currently provides input on both E&S and PCSM-related questions to internal E&S staff and to the external regulated community. Knowing that engineering staff would take on some technical oversight (could include questions on PCSM plans, complex E&S BMPs that require engineering, or site observations of PCSM SCMs), the responsibilities of the E&S technical manager may need to be revised. It could be an ideal time to revisit the entire E&S Department organizational structure while adding the PCSM delegation. This could include shifting current team members to more specialized responsibilities amongst a whole host of other possibilities.
  - v. Office space. We are currently working to add an additional cubicle and team member in the first quarter of 2026. The E&S Office will be at capacity at that point (without a major overhaul or moving of storage.) LCCD will need to determine how to physically seat the additional engineering staff or provide them with alternate work arrangements.
4. Staff are looking to the E&S Committee for input on their findings and a recommendation on how to proceed at this point. Staff will be available during the meeting and discussion to answer questions, elaborate on anything in this write-up, and provide their professional opinion on the PCSM delegation at the request of the Committee.

**Item IV.8  
2026 Banquet Planning Committee Report**

The Banquet Committee met on December 4<sup>th</sup>, 2025, with the following committee members present:

Adam Hartz, Holly Shaub, Samantha Adams, Shelly Dehoff, Stacey Hertz, and Eric Hout. The banquet is scheduled for Tuesday, **March 24th, at 6:15 PM**, with a social gathering starting at **5:30 PM**, and will be held at the **Farm and Home Center** and catered by **Yoder's Catering** from Gordonville.

The committee recommends a cost of \$35.00 per person.

The program and award presentations were planned as follows:

The program will include the District's 18<sup>th</sup> Annual Scholarship Fundraiser Auction. Auction donations will be coordinated by Adam Hartz. Announcement of 2025-2026 Scholarship Winners and Auction Introduction by Shelly Dehoff

Invocation: TBD

<b>Conservation Awards</b>	<b>Recipient</b>	<b>Narrator</b>	<b>Director Presenter</b>
Conservation School Service	Rick Purnell	Sallie Gregory	TBD
Conservation Educator	Brandon Bixler – School District of Lancaster	Sallie Gregory	TBD
Watershed Excellence Award	John David Hoover	Amanda Goldsmith	TBD
Outstanding Dirt & Gravel Rd/Low Volume Rd	Conestoga Township	Tyler Keefer	TBD
Building Industry Resource Conservation	Lancaster Civil Engineering Company	TBD	TBD
Outstanding Cooperator	Bob Shearer	Kevin Lutz	TBD

**\*Action Required**

**Item IV.9**  
**2026 Countywide Action Plan (CAP) Grant Award and Awarded Projects**

On December 15, 2025, the Pennsylvania Department of Environmental Protection awarded the Lancaster County Conservation District a Chesapeake Bay Countywide Action Plan Implementation Grant for \$2,357,972. CAP funds are provided by DEP for local stakeholders to address nutrient and sediment issues identified within their county. These funds should be directed toward Best Management Practices that address nutrient and sediment challenges noted in each county’s Countywide Action plan document. The District partners with the Lancaster County Clean Water Partners to administer the CAP funds. The District and Partners open CAP funds up to other partnering organizations for nutrient and sediment reduction projects they may have, and a review committee made up of District staff and local partners scores each potential project for the best value to address CAP goals. The CAP review committee met in mid-December and reviewed over 20 different projects from various conservation partners and has recommended the following seven projects for 2026 CAP funding.

We are requesting Board approval to accept 2026 CAP funds from PADEP and then also approval of the local projects under this funding.

Project Name	Conservation Partner	BMP’s	Total Project Cost	CAP Funded Awarded
Ben Glick (White Horse Run)	TeamAg	Waste Storage Facility, HUA, access road and walkway	\$369,843.00	\$369,843.00
Elam Miller (Nickel Mines Run)	Alliance for the Chesapeake Bay	Animal trail and walkway	\$260,500.00	\$125,000.00
Mike Bollinger (Conowingo Cr.)	Alliance for the Chesapeake Bay	Waste Storage, HUA and roofing	\$357,946.30	\$297,946.30
Gideon Swarey (UNT Mill Cr.)	TeamAg	Staking structure, HUA, access road, and roof	\$451,486.00	\$255,668.75
Ivan Fisher (Upper Conestoga R.)	Lancaster Farmland Trust	Buffer, waterway, stream crossing, and fencing	\$101,648.00	\$101,648.00
Eshelman Run Streambank Restoration Phase II	Borough Strasburg	Stream Restoration	\$405,500.00	\$350,000.00
Harnish Run Floodplain & Wetland restoration	Cocalico Creek Watershed Association	Stream Restoration and wetland creation	\$824,500.00	\$644,967.35
<b>TOTAL</b>				<b>\$2,145,073.40</b>

(PADEP has provided their approval of these projects as well)

**\*Action Required**

**Item IV.10  
Reeser’s Run Initiative Grant Approval**

Since the launch in 2024, Grace Chamberlain (Assistant Watershed Manager) and Lauren Brodbar (Ag Conservation Technician) have been heading the Reeser’s Run Initiative (RRI). The initiative is being funded by Capital RC&D and NFWF. The program’s goal is to create a partnership between the community, Upper Leacock Township, and the District to demonstrate the success of water quality improvements using District resources while continuing to educate about conserving and protecting water resources. The initiative is two parts: Ag Plan Reimbursement and Best Management Practice Reimbursement. As part of this program, landowners can be reimbursed for up to 90% of the cost or \$2,000 per ag plan. For any eligible BMPs, applicants can be reimbursed up to 90% of the total project cost. Since the start of the project, 8 landowners have been reimbursed for plans.

Two interested landowners have applied for funding through the RRI project. They have been reviewed by District staff and are ready for Board action. The following table outlines the projects and amounts requested.

Landowner	Municipality	BMPs	Total Project Cost	Total Funding Requested
James Landis	Upper Leacock	Grassed Waterway, Lined Outlet, Mulching, Animal Trails & Walkways, and Stream Crossing	\$63,544.07	\$57,189.66
John Smucker	Upper Leacock	Stream Crossing, Fencing, and Riparian Buffer	\$20,000	\$18,000
			\$83,544.07	\$75,189.66

**\*Action Required**

**Item IV.11  
Authorities of the District Manager for 2026**

As the Chief Operating Officer of the Lancaster County Conservation District, the District Manager works under the direct supervision of the Board of Directors and its Chairperson. In this capacity, the District Manager is expected to represent the Board in official matters. Additionally, the District Manager is responsible for coordinating all program activities and services of the Conservation District. To fulfill these duties, the District Manager needs to be authorized and empowered to make, execute, and deliver contracts and agreements on behalf of the Board.

The District Manager is also responsible for managing the day-to-day operations of the organization according to an approved budget. When expenses arise for services or supplies that

are impactful or critical to operations, but outside of the approved budget, the District Manager is authorized to spend up to \$20,000 prior to getting Board approval. In such circumstances, a report will be made to the appropriate committees before the next regularly scheduled Director's meetings.

As part of the compensation package provided to the Executive position, the District Manager will be provided a fleet vehicle to use to conduct their official administrative duties and responsibilities. Additionally, the District Manager is authorized to use a district fleet vehicle for personal use. Fuel, registration, and maintenance expenses will be paid by the District, but the District Manager must track personal use and will be charged a predetermined IRS Annual Lease Value (Use and Depreciation) rate quarterly for each "personal mile" driven.

**\*Action Required to empower and authorize the District Manager to: Act on behalf of the Board; to spend prior to approval; and to drive and use a fleet vehicle for personal use.**

#### **Item IV.12 PFBC Watershed Grant**

The Watershed Department is requesting approval to apply for the Pennsylvania Fish and Boat Commission's Habitat Improvement Grant Program. This funding is sourced from both the Peach Bottom Atomic Power Station and the Muddy Run Pumped Storage Project and is available only to Lancaster and York County stream improvement projects. The application is a stream restoration project with a 35' riparian buffer on the Esh-Buck farm, totaling \$75,000. This PFBC grant application will match an existing Section 319 Nonpoint source pollution grant application, which is expected to be awarded in Fall 2026. The total cost of the project is approximately \$200,000, restoring 2,000 linear feet and planting 1.6 acres of riparian buffer. The Big Beaver Creek project will also connect two existing projects, creating contiguous habitat and building momentum on projects done by the Pequea Creek Watershed Association. The grant applications are due on February 20, 2026. Board action is required before submitting the proposal.

**\*Action Required**

#### **IV.13 Conservation Excellence Grant Delegation Agreement**

The Conservation Excellence Grant (CEG) is approaching the end of its original 5-year delegation agreement. The State Conservation Commission (SCC) has provided an updated draft delegation agreement and guidelines. District staff have reviewed both documents and provided comments. Each document had minor changes which do not affect the District's ability to run a successful grant program.

The Agriculture Program Manager and District Manager recommend the approval of the delegation agreement and guidelines contingent upon satisfactory responses to our comments.

**\*Action Required**

#### **Item IV.14**

##### **Right to Know Policy and Procedures**

As a quasi-governmental agency, the Conservation District is subject to Pennsylvania's Office of Open Records - Right to Know Law, which governs the public participation to our decision-making process and access to public records. The local policy identified the District's Open Records Officer (ORO) and establishes the procedures for meeting its obligations under the Pennsylvania Right to Know Law. With the change of leadership (Kevin Seibert's retirement), we took the opportunity to update policy and identify new OROs.

LCCD has been following the current policy without issue since it was last revised in 2008. Other than changing the ORO, only minor edits have been made to the policy. Hardcopies are available on request. Otherwise, the attached copy is provided for your review.

We receive approximately 24 requests for documents each year and have identified three individuals as our Open Records Officers.

- Tristan Conrad, the Agricultural Compliance Coordinator, is listed as our Open Records Officer and main point of contact for requests.
- Assisting him with record requests specific to our Agricultural Programs would be Agricultural Technician Emma Riebling.
- Responding to requests specific to the permitting activities of the Erosion and Sedimentation Program would be Morgan Regan, E&S Administrative Support Specialist.

**\*Action Required** to approve the update RTK Policy and procedures document, as well as the 3 staff listed above as Agency Open Records Officers.

# E&S Report

## December 2025

		Dec 2025	YTD
<b>Fees Collected</b>	Total Plan Submissions	23	344
	Total Plan Acres	473.34	8924.36
	Total Disturbed Acres	201.92	2884.25
	NPDES Permit Fees Collected	\$7,500	\$115,000
	DEP Fees Collected	\$13,100	\$118,800
	LCCD Fees for Services	\$57,175	\$681,185

<u>Complaints</u>	
<u>Date Received</u>	<u>Municipality</u>
12/3/2025	EARL TWP
12/3/2025	WEST HEMPFIELD TWP
12/16/2025	MOUNT JOY TWP

## December 2024

		Dec 2024	YTD
<b>Fees Collected</b>	Total Plan Submissions	167	690
	Total Plan Acres	807.88	11417.34
	Total Disturbed Acres	165.50	2592.85
	NPDES Permit Fees Collected	\$80,000	\$285,500
	DEP Fees Collected	\$8,600	\$120,600
	E&S Plan Review Fees	\$55,600	\$673,650

<u>Complaints</u>	
<u>Date Received</u>	<u>Municipality</u>
12/3/2024	WEST HEMPFIELD TWP
12/12/2024	QUARRYVILLE BORO
12/16/2024	UPPER LEACOCK TWP
12/20/2024	CONESTOGA TWP
12/20/2024	RAPHO TWP

**E&S Department Submissions**

**12/1/2025 to 12/31/2025**

<b><u>Project Name</u></b>	<b><u>Municipality</u></b>	<b><u>Disturbed Acres</u></b>	<b><u>Fees Amount</u></b>
Greiner Industries	MOUNT JOY TWP	11.54	\$4,330
SM&B Enterprises, LLC - Fill Site	MOUNT JOY TWP	0.95	\$610
Elam Miller Ag Stream Crossing	BART TWP	0.14	\$100
2860 Yellow Goose Road	EAST HEMPFIELD TWP	0.79	\$815
John Stoltzfus Stream Crossing	LITTLE BRITAIN TWP	0.02	\$100
Kreider Mount Joy Poultry Remodel	RAPHO TWP	29	\$8,665
Penn Station Townhomes	PENN TWP	13.2	\$1,325
GSPP Quarryville Solar Project	EDEN TWP	41.74	\$11,980
SR 4022 Lititz Road Realignment	PENN TWP	11.96	\$4,330
Andrew Ringler - Poultry Barns	BRECKNOCK TWP	2.75	\$1,935
Amos King	MANHEIM TWP	0.54	\$600
Zach Peters	PENN TWP	0.17	\$600
Willow Valley - Herr Farm South Expansion	WEST LAMPETER TWP	49.3	\$4,330
Lancaster Twp New Public Works Facility	LANCASTER TWP	2.7	\$1,935
Aaron Hoover	WEST EARL TWP	5.48	\$2,545
Lancaster Township - Wabank Road Municipal Campus	LANCASTER TWP	18.4	\$5,860
Stable Hollow Construction	RAPHO TWP	4.96	\$2,545
Charles M. Jones	LITTLE BRITAIN TWP	0.72	\$215
Charles M. Jones	LITTLE BRITAIN TWP	0.72	\$600
WAGABOX Lanchester	CAERNARVON TWP	3.84	\$2,240
Samuel S. Lapp	LEACOCK TWP	0.98	\$600
Eli Beiler Farm BMPs	EAST LAMPETER TWP	0.06	\$100
North Reading Road Property	EAST COCALICO TWP	1.96	\$815

**Outstanding NPDES Projects  
Received >3 Months Ago - 1/6/26/2025**

Date Received	Project	Permit #	Municipality	Status	Last Action
11/18/2024	Freedom Land Properties / Premiere LLC	PAD360136	SALISBURY TWP	Inadequate DEP	11/25/25
1/23/2025	Elmer E. Stoltzfus	PAD360143	PROVIDENCE TWP	Technical R	12/23/25
3/7/2025	Westmount Development	PAC361055	MOUNT JOY TWP	Inadequate DEP	12/12/25
4/1/2025	756 Gehman School Road	PAC361064	EAST COCALICO TWP	Inadequate	10/2/25
4/3/2025	R. Michael Houhton	PAD360150	EAST DRUMORE TWP	Technical R	12/19/25
4/7/2025	Syncarpha Brecknock	PAD360152	BRECKNOCK TWP	Adequate DEP	12/8/25
4/7/2025	709 Lime Quarry Road	PAD360151	SALISBURY TWP	Adequate DEP	12/4/25
4/25/2025	Samuel Zook	PAC361061	STRASBURG TWP	Technical R	12/2/25
4/29/2025	White Horse Business Center	PAD360059 A-2	SALISBURY TWP	Inadequate	12/10/25
5/1/2025	Christ Esh	PAD360155	DRUMORE TWP	Inadequate DEP	11/14/25
5/9/2025	1134 Stony Battery Road	PAD360156	WEST HEMPFIELD TWP	Inadequate DEP	12/9/25
5/19/2025	Enola Low Grade Trail East 2	PAD360157	SADSBURY TWP	Inadequate DEP	12/10/25
5/21/2025	1360 Manheim Pike	PAD360158	MANHEIM TWP	Inadequate DEP	12/19/25
6/6/2025	Willow Street Park	PAC361076	WEST LAMPETER TWP	Complete	11/17/25
6/13/2025	Burnell Nolt/ Delmar Nolt	PAD360160	DRUMORE TWP	Complete	10/15/25
6/23/2025	Stephen Petersheim	PAD360161	BART TWP	Adequate DEP	12/10/25
6/25/2025	Penn State Health Lancaster Medical Center & Brookside (PSH-LMC)	PAD360048 A-1	EAST HEMPFIELD TWP	Complete	12/3/25
6/26/2025	Water Street Bicycle and Pedestrian Blvd	PAD360162	LANCASTER CITY	Complete	9/19/25
7/3/2025	80 Jackson Drive	PAC361083	LANCASTER TWP	Technical R	11/25/25
7/7/2025	White Horse Business Center	PAD360059 A-3	SALISBURY TWP	Inadequate DEP	12/4/25
7/10/2025	Caring Acres Community	PAC361085	EPHRATA TWP	Technical R	12/3/25
7/11/2025	Brendle Tract Subdivision	PAC361086	STRASBURG TWP	Completeness R	10/28/25
7/16/2025	Pequea Valley HS	PAC360705 A-1	LEACOCK TWP	Inadequate	12/16/25
7/17/2025	Manor House	PAC361087	WARWICK TWP	Technical R	12/22/25
7/18/2025	Lancaster Airport Authority	PAC360279 A-15	MANHEIM TWP	Technical R	12/19/25
7/30/2025	2136 River Road	PAC361092	MANOR TWP	Inadequate	1/5/25
8/1/2025	Adam Brandt Ag Operation	PAC361094	MOUNT JOY TWP	Inadequate	12/16/25
8/4/2025	Moses Glick Poultry Barn	PAD360163	PROVIDENCE TWP	Complete	11/5/25
8/11/2025	Word of Truth Church	PAD360164	SALISBURY TWP	Inadequate DEP	12/16/25
8/19/2025	Solanco High School	PAD360165	EAST DRUMORE TWP	Complete	12/19/25
8/28/2025	Mister Car Wash - Centerville	PAC361097	EAST HEMPFIELD TWP	Complete	12/8/25
9/8/2025	J.E. Fritz Elementary School	PAC361098	EAST LAMPETER TWP	Complete	12/19/25
9/8/2025	Smoketown Airport	PAC361099	EAST LAMPETER TWP	Complete	12/1/25
9/18/2025	StayAPT Suites Hotel - Ephrata	PAC361102	EPHRATA TWP	Completeness R	12/23/25
9/19/2025	Lincoln Highway Rentals	PAC361103	SALISBURY TWP	Incomplete	10/20/25
9/23/2025	Cocalico Creek Homes	PAC361104	EAST LAMPETER TWP	Completeness R	12/26/25
9/25/2025	Nolt Road Park	PAC361105	EAST HEMPFIELD TWP	Inadequate	11/7/25
<b>Total</b>	<b>37</b>	At District	19	Not at District	18

**KEY**

Received	project received in office, queue for completeness review	<b>Total Submissions Under Review</b>	<b>101</b>		
Incomplete	incompleteness letter sent				
Completeness R	resubmission received, queue for completeness review			<b>Issued NPDES Submissions</b>	<b>17</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				

### 12-2025 Issued NPDES Submissions

Cozy Cabins	McCaskey High School Stadium Renovations Minor Mod
Gish's Furniture	Florin Hill Major Mod
Fairmount Homes Minor Mod	Villages at Funks Farm Permit Transfer
Stephen Huber Residence	Legacy Crossing Minor Mod
Kreider - Manure Storage Pond	Samuel B. Lantz
East Lancaster Facility PPL Switch Yard and Substation Improvements	John Ray Stoltzfus
South Manheim Substation	Samuel E. Beiler
WHEM-MCGO Recloser & Fiber Project	PA Classics Soccer
58 East Main Street	

### **Item V.3**

#### **Conservation Foundation of Lancaster County Update**

The Conservation Foundation of Lancaster County, the District's 501(c)(3) nonprofit arm, has been doing some great work this past year. Below are some highlights from 2025.

- The Board updated their Administrative Fee Policy to more clearly state appropriate fees and charges for grant sponsorships.
- Revised their Board of Director job description to clearly define roles and responsibilities of Board members.
- Created job descriptions for their officer positions to define the roles of these executive committee members.
- Sponsored several key grants for the District and Partners in 2025.
- Changed leadership in 2025 with Jay Snyder stepping aside as chair for Brad Clubb. And have a succession plan for future years as well.
- Thanked several long-time Board members for their service, Cory Rathman, Jennifer Tulenon, Chris Murphy, and Matt Mack. And welcomed back to the board Jay Snyder and Ken Rutt.
- The Foundation was the lead organization for the District's 75<sup>th</sup> Anniversary One Ask donation that raised nearly \$50,000. The Foundation is also looking to partner with the District in doing an annual appeal letter in 2026 for district sponsorships.
- Have updated their website with new Board member terms and affiliations, created a donation page, and listed several job descriptions of board members and officers to be more transparent in their roles.
- Finally, have been in discussions with Knorr Consulting on hiring them on a part-time basis as a contractor to assist with some strategic planning, fundraising, and educational tax credit opportunities in 2026.

Just a reminder that the Conservation Foundation is also looking for some new Board members, and if you are interested to reach out to Matt Kofroth or Brad Clubb for more information.

### **Item V.4**

#### **PA State Ethics Forms**

As a reminder, all directors who served last year are required to complete the State Ethics Commission Statement of Financial Interest for calendar year 2025 by May 1<sup>st</sup>, 2026. The form is available online at: [File a Statement of Financial Interests | Commonwealth of Pennsylvania](#). If you haven't done so already, please complete the form, print it, and return it to the district office prior to April 1, 2026, so the forms can be processed and filed by the May 1<sup>st</sup> due date.

**Item V.5**  
**Foundation for Pennsylvania Watersheds (FPW) Grant Application**

The FPW supports convening grants up to \$2,000 annually for watershed-related meetings and events. On December 12, 2025, the Watershed program applied for \$1,500 to support the 2026 Lancaster-Lebanon Watershed Forum. Since its revival, this will be its fourth year running. During the event, watershed organizations, teachers, students, and practitioners come together to network and learn from highlighted speakers such as Franklin & Marshall College, Susquehanna River Basin Commission, Pennsylvania Fish & Boat Commission, and more. On January 12, 2026, the grant was accepted, supporting the event for another year. The Watershed department is excited for another year to collaborate with the Lebanon County Conservation District and provide a free event to learn.

**Item V.6**  
**Program Manager Winter Retreat**

On Thursday, January 8, all program managers, assistant program managers, administrative staff, and human resources personnel attended a professional development training and tour. The training was presented by Matt Hales, Director of Tait Team Development and High Performance. Matt shared a framework for leadership and inclusive culture. He presented a framework that included a Preferred Mindset, Standards of Experience for all employees, Foundational Principles of Culture, and Key Leadership Principles that Support High Performance. Those in attendance met afterward for a debrief and were asked to share takeaways and ideas for Operations Teams to discuss at future meetings.