



LANCASTER COUNTY Conservation District

MONTHLY BOARD MEETING AGENDA

Wednesday, June 3, 2026

Lancaster Farm & Home Center

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

Business Meeting 7:00 PM

Timer

- 7:00 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

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7:30	III. <u>Additional Business</u>	
	2. Treasurer’s Report – Hertz (attachment)	1
	5. *Watershed Committee Report – Chamberlain (attachment)	4
	 <u>Addition to Additional Business</u>	
	6. *Personnel Committee Report – Zimmerman (attachment)	4
7:50	IV. <u>Reports & Information</u>	
	2. E&S/NPDES Monthly Projects Report – Stern (attachment)	5

***Action Required**

Item III.2

Lancaster County Conservation District

Balance Sheet

As of May 28, 2026

12:36 PM
05/28/26
Cash Basis

ASSETS

Dst Accts	
District General Fund	
1001 · General Fund INVEST	1,735,719.64
1015 · General Fund Citizens	25,438.13
Total District General Fund	1,761,157.77
Raymond James/Fulton Advisors	
Investment Unrealized Gain/Loss	148,995.09
Raymond James/Fulton Advisors - Other	750,000.00
Total Raymond James/Fulton Advisors	898,995.09
E & S	
1002 · E & S - A	894,875.20
1005 · Clean Water - R	424,556.13
Total E & S	1,319,431.33
1003 · Youth Conservation School - C	1,112.35
1006 · Separation - A	51,426.89
1007 · Reserve	
Reserved-LCCD Health - A	30,087.16
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	84,662.65
1007 · Reserve - Other	299,568.35
Total 1007 · Reserve	604,777.59
1008 · Scholarship - C	
Bond Unrealized Gain/Loss - C	-2,998.32
Scholarship Bonds - C	35,000.00
1008 · Scholarship - C - Other	11,063.55
Total 1008 · Scholarship - C	43,065.23
1009 · Dirt & Gravel Roads - R	80,862.05
1013 - Exelon - R	808,158.29
1014 - Low Volume Roads - R	317,920.88
1115 · Conservation Excellence - R	1,329,389.99
1118 · American Rescue Plan Act - R	191,920.18
1119 · Agriculture Conservation Ass -R	4,758,435.95
1120 · CAP 2024 - R	864,515.41
1121 · ARPA 2024 - R	45,452.04
1122 · SCC ACAP 24/25 - R	1,114,466.04
1123 · DEP CAP 2025 - R	113,233.73
1124 · SCC ACAP 25/26 - R	1,831,307.52
1017 · Self-Funded Health Insurance -R	125,266.24
TOTAL ASSETS	16,260,894.57

\$1,504,169.59	General Operations - U
\$147,867.76	Grants without bank account - R
\$58,434.74	Activities Account - A
\$50,685.68	Tree Fundraiser Account - U
\$1,761,157.77	TOTAL

Fulton Advisors	Fulton + INVEST
Funds Invested	Balance
5/2/2022	5/28/2026
350,000	1,244,875.20
	<u>424,556.13</u>
	1,669,431.33
25,000	26,112.35
25,000	76,426.89
100,000	130,087.16
100,000	162,863.97
125,000	424,568.35
25,000	68,065.23
750,000	Initial Investment
898,995	Current value
19.9%	ITD Gain/Loss

\$1,884,946.07	A - Assigned Funds
\$94,177.58	C - Committed Funds
\$12,153,352.21	R - Restricted Funds
\$2,128,418.71	U - Unassigned Funds
\$16,260,894.57	TOTAL

Lancaster County Conservation District
Balance Sheet
As of May 28, 2026

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2200 · YCS Liability 26,112.35

2016 · Health Insurance Liability 125,266.24

Total Other Current Liabilities 151,378.59

Total Current Liabilities 151,378.59

Total Liabilities 151,378.59

Equity

3000 · Opening Bal Equity 893,054.68

3900 · Retained Earnings 17,532,560.59

Net Income -2,316,099.29

Total Equity 16,109,515.98

TOTAL LIABILITIES & EQUITY 16,260,894.57

Lancaster County Conservation District Income and Expenses January 1 through May 28, 2026

	General Operations	E&S	Activities & Tree Sale	Grants	Scholarship	Separation/ Reserve	Jan 1 - May 28, 26	Budget	\$ Over Budget
Income									
520 · County Funding	250,000.00						250,000.00	250,000.00	0.00
530 · Program Contracts	833,224.02	48,543.57					881,767.59	723,141.50	158,626.09
560 · Grant Administration	586,970.09			13,920.00			600,890.09	969,457.00	-368,566.91
570 · Grant Project Income				4,187,966.66			4,187,966.66	5,500,000.00	-1,312,033.34
580 · Fee / Reimbursement Income	1,616.40		3,800.00				5,416.40	10,461.29	-5,044.89
581 · E&S102 Review Fees		228,265.00					228,265.00	290,107.50	-61,842.50
582 · NPDES Permit Fees		39,500.00					39,500.00	40,860.20	-1,360.20
590 · Interest Income	13,713.25	16,592.17		183,180.10	455.71	7,961.69	221,902.92	30,236.54	191,666.38
540 · Activity Income	(333.33)		15,515.77		2,570.50		17,752.94	32,407.89	-14,654.95
585 · Tree Sales Income			31,679.57				31,679.57	45,600.00	-13,920.43
595 · Other Income	395.00	9.35		1,528.68		25,721.95	27,654.98	6,000.00	21,654.98
599R · Interfund Transfer In						1,388.77	1,388.77	0.00	1,388.77
Total Income	1,685,585.43	332,910.09	50,995.34	4,386,595.44	3,026.21	35,072.41	6,494,184.92	7,898,271.92	-1,404,087.00
Gross Profit							6,494,184.92	7,898,271.92	-1,404,087.00
Expense									
7100 · Staff Salary	844,287.72	279,702.40		201,193.40			1,325,183.52	1,360,031.25	-34,847.73
710 · All Emp Benefits	229,255.86	62,902.98	1,346.56	27,986.44			321,491.84	407,738.97	-86,247.13
720 · Vehicle & Travel Expenses	15,463.19	3,082.29	16.68	3,110.23			21,672.39	33,505.41	-11,833.02
722 · Meeting Expenses	1,551.87	424.59		578.85	310.00		2,865.31	9,030.16	-6,164.85
730 · Supplies	3,861.22	232.98	848.09	26.44			4,968.73	8,746.17	-3,777.44
735 · IT - Communication	12,035.54	4,363.76	80.00	1,233.00			17,712.30	13,892.35	3,819.95
740 · Postage	1,974.56	268.58	23.20	107.38	37.74		2,411.46	2,594.60	-183.14
745 · Office Rent	31,581.08	9,648.74		4,025.98			45,255.80	44,618.95	636.85
750 · Equipment	3,312.29	4,662.11					7,974.40	14,606.42	-6,632.02
830 - Administrative	52,619.51	35.00		104.28			52,758.79	4,188.19	48,570.60
810 · Activity Expenses	8,084.00	315.00	28,329.25	4,918.40	2,500.00		44,146.65	58,989.71	-14,843.06
820 · Grant Project Expenses				6,962,404.25			6,962,404.25	5,500,000.00	1,462,404.25
805 · Allocated Cost Transfer	(19,601.64)	13,086.72		6,514.92			0.00	77,008.50	-77,008.50
890 · Miscellaneous Expenses	(350.00)			400.00			50.00	204.28	-154.28
899E · Interfund Transfer Out	1,388.77						1,388.77	0.00	1,388.77
Total Expense	1,185,463.97	378,725.15	30,643.78	7,212,603.57	2,847.74	0.00	8,810,284.21	7,535,154.96	1,275,129.25
Net Income	500,121.46	-45,815.06	20,351.56	-2,826,008.13	178.47	35,072.41	-2,316,099.29	363,116.96	-2,679,216.25

Item III.5
Watershed Committee Report

The Watershed Committee will meet prior to the June 3, 2026 BOD meeting to discuss one completed and one in progress stream restoration project, our Spring 2026 buffer projects, current and pending Watershed department grants, and other updates.

The District Board will receive two grant recommendations (319 and Growing Greener applications) from the Watershed Board Committee during the June 3rd board meeting. Board action will be required to approve the grant applications.

***Action Required**

Item III.6
Personnel Committee Report

Personnel Committee Update - Over the last several months, we have been looking for a qualified candidate to assist Stacey with some of the bookkeeping responsibilities for the Conservation District as well as the Conservation Foundation. After completing more than 10 interviews, we would like to offer the Finance Assistant position to Jennifer Sparks. Jennifer holds a bachelor's degree in business management/marketing from Penn State University. She has worked in payroll, banking, and, more recently, has been a general manager of a family entertainment center, managing their financial work. If approved by the Board, Jennifer is able to start on June 15th.

***Action Required**

E&S Report

May 2026

		May 2026	YTD
Fees Collected	Total Plan Submissions	30	141
	Total Plan Acres	512.55	3918.04
	Total Disturbed Acres	320.20	945.62
	NPDES Permit Fees Collected	\$8,500	\$41,500
	DEP Fees Collected	\$6,000	\$46,000
	LCCD Fees for Services	\$42,955	\$241,765

Complaints

<u>Date Received</u>	<u>Municipality</u>
5/18/2026	WEST HEMPFIELD TWP

May 2025

		May 2025	YTD
Fees Collected	Total Plan Submissions	27	167
	Total Plan Acres	535.77	4029.61
	Total Disturbed Acres	242.32	1332.59
	NPDES Permit Fees Collected	\$9,500	\$59,500
	DEP Fees Collected	\$4,200	\$57,800
	E&S Plan Review Fees	\$47,620	\$309,040

Complaints

<u>Date Received</u>	<u>Municipality</u>
5/5/2025	MILLERSVILLE BORO
5/12/2025	WARWICK TWP
5/12/2025	BRECKNOCK TWP
5/20/2025	PENN TWP

E&S Department Submissions

5/1/2026 to 5/31/2026

<u>Project Name</u>	<u>Municipality</u>	<u>Disturbed Acres</u>	<u>Fees Amount</u>
Jay Horst SWM Plan	WEST EARL TWP	1.5	\$815
Kreider - Fill Placement	PENN TWP	9.49	\$2,240
Mount Joy Borough Compost Facility	EAST DONEGAL TWP	1.54	\$1,630
Northeast Supply Enhancement Project - Quarryville Loop	DRUMORE TWP	221.5	\$2,545
Europhins - Lancaster Labs Parking Expansion	UPPER LEACOCK TWP	23.95	\$815
Sidewalks along SR 0501	WARWICK TWP	1.39	\$815
1908 Wisgarver Road	RAPHO TWP	0.34	\$600
S. Miller Farm Stream Restoration	STRASBURG TWP	0.29	\$100
Lancaster County Christian School	UPPER LEACOCK TWP	5.99	\$2,800
AutoZone - Rapho	RAPHO TWP	0.911	\$815
Chase - Ephrata N Reading Road	EPHRATA TWP	0.18	\$815
Neffsville Veterinary Clinic	MANHEIM TWP	2	\$1,630
Heather Hillside, LLC - Morse Pool	LANCASTER TWP	0.196	\$600
Larry Leinbach - Roofed Heavy Use Area	BRECKNOCK TWP	0.41	\$815
Daniel R. King	EDEN TWP	0.82	\$600
High Street Apartments	ELIZABETHTOWN BORO	2.43	\$1,630
Martins Redevelopment	EPHRATA TWP	10.33	\$3,820
South Windy Mansion Road Dwelling	WEST COCALICO TWP	0.67	\$600
Clayton Good - Indoor Horse Arena	RAPHO TWP	2.67	\$1,935
3314 Lincoln Highway East	PARADISE TWP	0.42	\$815
Forry's Country Store	WEST HEMPFIELD TWP	4.51	\$2,545
Kevin and Amanda Burke	WEST COCALICO TWP	0.5	\$600
BML Rentals, LLC	MT JOY BORO	0.78	\$815
NLCA Sanitary Sewer Replacement	BRECKNOCK TWP	0.87	\$815
388 Stevens Road	EAST COCALICO TWP	0.97	\$600
South Bend Farm	LANCASTER TWP	0.88	\$600
Kreider - Good Farm Dirt and Stone Yard	PENN TWP	3.83	\$2,240
F&M College - ASFC Addition	LANCASTER CITY	1.97	\$1,630
Ira Stoltzfus Swine Operation	SADSBURY TWP	0.96	\$815
North Lancaster T-Line and Fiber Project	LANCASTER CITY	17.9	\$5,860

**Outstanding NPDES Projects
Received >3 Months Ago - 5/31/2026**

Date Received	Project	Permit #	Municipality	Status	Last Action
7/7/2025	White Horse Business Center	PAD360059 A-3	SALISBURY TWP	Inadequate DEP	12/4/25
8/11/2025	Word of Truth Church	PAD360164	SALISBURY TWP	Adequate DEP	5/20/26
8/19/2025	Solanco High School	PAD360165	EAST DRUMORE TWP	Technical R	4/20/26
9/25/2025	Nolt Road Park	PAC361105	EAST HEMPFIELD TWP	Technical R	5/28/26
10/1/2025	John M. Esh	PAC361107	PROVIDENCE TWP	Complete	5/4/26
10/9/2025	Todd Barge Ag Operation	PAC361108	PARADISE TWP	Technical R	5/29/26
10/20/2025	Center Street Road Improvements	PAC360947 A-1	LEACOCK TWP	Inadequate	5/20/26
10/22/2025	Vintage Business Park	PAC360311 A-5	PARADISE TWP	Technical R	5/7/26
11/3/2025	Sheetz - Gap	PAD360167	SALISBURY TWP	Adequate DEP	6/1/26
11/7/2025	Long Lane Tract	PAD360054	BRECKNOCK TWP	Adequate DEP	4/13/26
11/21/2025	Long Lane Residence	PAC361118	CONESTOGA TWP	Inadequate	5/24/26
11/21/2025	Paul D. Weaver Dairy Expansion	PAC361119	WEST COCALICO TWP	Inadequate	5/21/26
12/3/2025	Stable Hollow Construction	PAC361121	RAPHO TWP	Inadequate	5/1/26
12/11/2025	Lancaster Township New Public Works Facility	PAC361126	LANCASTER TWP	Adequate	5/13/26
12/15/2025	Andrew Ringler - Poultry Barns	PAD360168	BRECKNOCK TWP	Inadequate DEP	3/24/26
12/17/2025	SR 4022 Lititz Road Realignment	PAC361128	PENN TWP	Inadequate	5/8/26
12/22/2025	Greiner Industries	PAC361129	MOUNT JOY TWP	Inadequate	5/21/26
1/14/2026	Lancaster County Correctional Facility	PAC361132	LANCASTER TWP	Completeness R	5/27/26
1/15/2026	Jeff Martin Ag Operation	PAC361134	EARL TWP	Inadequate	5/12/26
1/22/2026	Greenfield Road (Lot 2)	PAC361135	EAST LAMPETER TWP	Technical R	5/6/26
1/28/2026	New Providence Church of God/ 269 Cinder Road	PAC361136	PROVIDENCE TWP	Complete	5/20/26
1/28/2026	Windom Manor Farms, LLC	PAC361137	MANOR TWP	Inadequate	5/19/26
1/29/2026	115 Churchtown Road	PAD360170	SALISBURY TWP	Complete	5/1/26
2/2/2026	Donegal School	PAC361139	EAST DONEGAL TWP	Inadequate	5/7/26
2/9/2026	Leroy G. Zook	PAD360171	BART TWP	Inadequate DEP	4/29/26
2/10/2026	Mike Weaver Dairy Operation	PAD360039	EAST DRUMORE TWP	Inadequate DEP	3/30/26
2/11/2026	Hempfield H.S.	PAC361141	EAST HEMPFIELD TWP	Inadequate	5/22/26
2/11/2026	810 & 830 Greenville Road	PAC361142	WEST COCALICO TWP	Complete	5/19/26
2/12/2026	Black Rock Retreat	PAD360169	COLERAIN TWP	SPEED	5/18/26
2/13/2026	155 West Airport Road	PAC361143	MANHEIM TWP	Inadequate	5/27/26
2/19/2026	Henry Hoover - Poultry Barns	PAD360172	BRECKNOCK TWP	Inadequate DEP	4/23/26
2/25/2026	Guardian Barrier Services	PAC361145	MT JOY BORO	Inadequate	5/15/26
2/26/2026	4 South Kinzer Road	PAC361148	PARADISE TWP	Completeness R	5/7/26
Total	33	At District	10	Not at District	20

KEY		Total Submissions Under Review	120
Received	project received in office, queue for completeness review	Issued NPDES Submissions	15
Incomplete	incompleteness letter sent		
Completeness R	resubmission received, queue for completeness review		
Complete	completeness letter sent, queue for technical review		
Inadequate DEP	technical deficiencies forwarded to DEP, waiting for issuance of technical deficiency letter		
Inadequate	technical deficiency letter sent		
Technical R	resubmission received, queue for technical review		
Adequate DEP	E&S Plan deemed adequate, waiting for DEP to proceed		
Highlighted Row	DEP completing PCSM Technical Review		

05-2026 Issued NPDES Submissions

Jay Horst SWM Plan Minor Mod	Eagle Industiral Park Renewal
Willow Street Park	Christ Esh
Penn State Health Lancaster Medical Center & Brookside (PSH-LMC)	Sheetz Store #269 Major Mod
Cassel Signs	Brendle Tract Subdvision
Longwood Basin	West Earl Township Administration Building
Mount Joy Country Homes Permit Transfer	Line Road Reserve
White Horse Business Center Major Mod	Water Street Bicycle and Pedestrian Blvd
MTSD - Maintenance Building and Campus Improvements	