

Dirt & Gravel/Low Volume Road Quality Assurance Board Meeting Minutes

Farm & Home Center 1st Floor Conference Room

September 2nd, 2026

5:00-7:00 PM

Attending:

QAB Members Present: *Gordon Hoover -Chair, Herb Kreider, Brittany Moore – NRCS Rep, Officer Jeff Schmidt-PAFB*

Staff/Program Administration – *Matthew Kofroth, Isaac Carachilo, & Chris Thompson*

Guests – *John Haldeman, Rapho Twp Director of Public Works.*

1. Program Purpose – *Matt reviewed the purpose of the QAB and the goals for the group, so all were aware. Better Roads mean cleaner streams.*
2. Program Policy Updates – *Some slight changes were recommended by the QAB. The biggest one is designating what Conservation District staff will be administering the program. This was changed to Isaac Carachilo and Jordan Miller with Matt Kofroth assisting both of these staff members as needed.*
3. Future Grant Rounds – *The QAB also reviewed the policy for when grant rounds should occur. Currently there are two funding rounds a year, spring and fall. The QAB was asked if they wanted to switch to an open enrollment time period when municipalities can apply any time and the QAB would review them prior to Board mtgs. The QAB felt the current application sequence is working and decided to stay with this. They also want to continue to separate Dirt & Gravel and Low Volume Rd. Education and Administration funds. These two pots are now combined statewide, but the finance team is still separating these in Quickbooks. Since they are already separated, they have decided to keep this system in place until told otherwise. So, these two policy edits will remain unchanged at this time.*
4. Contracted Projects Update – *Staff reviewed the current open projects and recently completed project for the QAB, these included; Johnson Mill Road #3 (DGR-Rapho Township), Sunnyside Road (LVR-Rapho Township), Frogtown Road (LVR-East Earl Township), Spangler Road (LVR-Rapho Township), & Cold Springs Road (LVR-Rapho Township).*
5. Program Fund Update – *Next the QAB heard about the current funding within the Lancaster Dirt & Gravel/Low Volume Rd. program. There is \$229,206 unallocated from the 2025/2026 allocation and the program will receive an additional \$376,337 for 26/27 allocation bringing the total to allocate this round to \$605,543. The QAB also learned how with the new combined funds Lancaster is required to spend at least \$276,337 on Low Volume Rd. projects of that total and rest can be spent on either Dirt & Gravel or Low Volume Rd projects.*
6. Contract Amendment – *The QAB heard about a contract amendment that was requested by Earl Township for the Mill Rd. project. The Township is requesting an additional \$8,000 be added to their contract of \$47,869 due to cost overruns regarding paving over the stormwater pipes installed for this project. The QAB felt this was a worthwhile amendment and recommended this be forwarded to the district board for approval.*
7. Applications – *The QAB then reviewed 4 applications for funding this round. 1 Dirt & Gravel Rd. project and 3 Low Volume Rd projects.*

- a. Johnson Mill Road #4 (Rapho Township) – *In this Dirt & Gravel Rd. project the Township is looking for \$42,200 to continue to shore up the road banks of this road which sits on the banks of the Chiques Cr. They would do this by laying R7/8 rock on the streambanks/road banks to provide the protection needed for the road.*
 - b. Buckwalter Road (Rapho Township) – *For this Low Volume Rd the Township is looking to replace 2 cross pipes, install new inlets and outlets on 3 cross pipes and put a new drop box in on a 90-degree turn in the road that does not have drainage currently. This new drop box would connect to existing pipes to assist in draining the road ditch which is saturated in wet weather. The total requested amount for this application is \$29,258.45.*
 - c. Grove Lane (City of Lancaster) – *The city is looking to add permeable pavement to this low volume alley between Plum and Shippen Streets. A series of check dams would also be added to divide up the flow underground. The permeable material would treat the first 1.25" of rain on the road and surrounding area and then after that the system would have an overflow to the existing stormwater system which is connected to the City's Combine Sewer overflow system. The city is requesting \$371,421.58 for this project.*
 - d. Ice Avenue (City of Lancaster) – *Finally the QAB heard about the city's project on Ice Ave. in between Plum and Anns Streets. For this project the city is looking to install an infiltration trench in the middle of the street to capture runoff from the street and numerous commercial buildings in the area. The street is also taking stormwater from a neighboring street as well, so this adds to the challenge. The city is requesting \$371,928.09 for the project.*
8. Award recommendations – *After some discussion the QAB recommended fully funding the Johnson Mill #4 Dirt & Gravel Rd. project at \$42,200. Providing full funding to the Buckwalter Rd. Low Volume Rd. project at \$29,258.45. and providing full funding to the Grove Ln. Low Volume Rd. project at \$371,421.58. The city prioritized projects and said if only one of their projects could be funded, they would prefer the Grove Ln. project to be that one. The QAB also recommended to the city that they send a representative to future QAB mtgs to speak for their projects because they are so in-depth and the price is so high. District staff will share this note with the city for future applications. These 3 projects were forwarded to the Conservation District Board mtg for their approval at the September Board mtg.*