



LANCASTER COUNTY Conservation District

MONTHLY BOARD MEETING AGENDA

Wednesday, September 2, 2026

Lancaster Farm & Home Center

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

Business Meeting 7:00 PM

Timer

7:00 Invocation
Call to Order, Acting Chair, Gordon Hoover
Welcome & Introductions – Gordon Hoover
Additions to the Agenda – Chris Thompson
Public Comment: Survey media/guests: Agenda items of interest – Gordon Hoover

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7:10	I. <u>Agency Reports</u>	
	2. PA DEP Field Rep Report (verbal).....	-
7:30	III. <u>Additional Business</u>	
	2. Treasurer's Report – Hertz (attachment).....	1
	5. E&S Committee Report – Shaw/Stern/Hout (attachment).....	4
	10. *Scholarship Committee Report – Regan (attachment).....	5
8:20	IV. <u>Reports & Information</u>	
	2. E&S/NPDES Monthly Projects Report – Stern (attachment)	7
	3. Budget & Finance Committee Report – Kofroth (attachment)	11

***Action Required**

Item III.2

11:39 AM
08/28/26
Cash Basis

Lancaster County Conservation District

Balance Sheet

As of August 27, 2026

ASSETS

Dst Accts

District General Fund

1001 · General Fund INVEST 1,257,551.31

1015 · General Fund Citizens 38,401.05

Total District General Fund 1,295,952.36

Raymond James/Fulton Advisors

Investment Unrealized Gain/Loss 157,365.30

Raymond James/Fulton Advisors - Other 750,000.00

Total Raymond James/Fulton Advisors 907,365.30

E & S

1002 · E & S - A 864,165.55

1005 · Clean Water - R 414,554.72

Total E & S 1,278,720.27

1003 · Youth Conservation School - C 1,122.79

1006 · Separation - A 51,915.09

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 57,759.53

1007 · Reserve - Other 305,251.04

Total 1007 · Reserve 583,557.16

1008 · Scholarship - C

Bond Unrealized Gain/Loss - C -2,998.32

Scholarship Bonds - C 35,000.00

1008 · Scholarship - C - Other 11,402.60

Total 1008 · Scholarship - C 43,404.28

1009 · Dirt & Gravel Roads - R 67,885.66

1013 · Exelon - R 815,031.53

1014 · Low Volume Roads - R 320,897.17

1115 · Conservation Excellence - R 1,216,151.34

1118 · American Rescue Plan Act - R 162,588.93

1119 · Agriculture Conservation Ass -R 5,950,242.42

1120 · CAP 2024 - R 148,686.70

1121 · ARPA 2024 - R 43,392.53

1122 · SCC ACAP 24/25 - R 1,053,893.14

1123 · DEP CAP 2025 - R 1,212,590.30

1124 · SCC ACAP 25/26 - R 1,812,940.51

1125 · DEP CAP 2026 - R 565,491.29

1017 · Self-Funded Health Insurance -R 125,109.47

TOTAL ASSETS 17,656,938.24

\$1,197,675.39	General Operations - U
(\$5,516.93)	Grants without bank account - R
\$57,563.68	Activities Account - A
\$46,230.22	Tree Fundraiser Account - U
\$1,295,952.36	TOTAL

Fulton Advisors	Fulton + INVEST
Funds Invested	Balance
5/2/2022	5/28/2026
350,000	1,214,165.55
	<u>414,554.72</u>
	1,628,720.27
25,000	26,122.79
25,000	76,915.09
100,000	130,087.16
100,000	162,863.97
125,000	430,251.04
25,000	68,404.28
750,000	Initial Investment
907,365	Current value
21.0%	ITD Gain/Loss

\$1,826,950.44	A - Assigned Funds
\$94,527.07	C - Committed Funds
\$13,903,938.78	R - Restricted Funds
\$1,831,521.95	U - Unassigned Funds
\$17,656,938.24	TOTAL

Lancaster County Conservation District
Balance Sheet
As of August 27, 2026

LIABILITIES & EQUITY

Liabilities	
Current Liabilities	
Other Current Liabilities	
2200 · YCS Liability	26,122.79
2016 · Health Insurance Liability	125,109.47
Total Other Current Liabilities	151,232.26
Total Current Liabilities	151,232.26
Total Liabilities	151,232.26
Equity	
3000 · Opening Bal Equity	893,054.68
3900 · Retained Earnings	17,532,560.59
Net Income	-919,909.29
Total Equity	17,505,705.98
TOTAL LIABILITIES & EQUITY	17,656,938.24

Lancaster County Conservation District
Income and Expenses
January 1 through August 27, 2026

	General Operations	E&S	Activities & Tree Sale	Grants	Scholarship	Separation/ Reserve	Jan 1 - Aug 27, 26	Budget	\$ Over Budget
Income									
520 • County Funding	250,000.00						250,000.00	250,000.00	0.00
530 • Program Contracts	1,098,868.27	53,000.00					1,151,868.27	1,084,712.25	67,156.02
560 • Grant Administration	758,001.42	2,733.12		17,279.80			778,014.34	1,454,185.50	-676,171.16
570 • Grant Project Income	338.46			10,844,085.87			10,844,424.33	8,250,000.00	2,594,424.33
580 • Fee / Reimbursement Income	4,696.40		6,050.00				10,746.40	11,448.39	-701.99
581 • E&S102 Review Fees		387,610.00					387,610.00	465,698.91	-78,088.91
582 • NPDES Permit Fees		61,000.00					61,000.00	65,591.37	-4,591.37
590 • Interest Income	26,486.39	29,115.38		306,308.46	872.40	14,132.58	376,915.21	48,537.62	328,377.59
540 • Activity Income	(333.33)		15,515.77		2,570.50		17,752.94	32,407.89	-14,654.95
585 • Tree Sales Income	4,140.50		27,306.04				31,446.54	45,600.00	-14,153.46
595 • Other Income	395.00	9.35		2,753.22		34,092.16	37,249.73	7,750.00	29,499.73
599R • Interfund Transfer In						3,682.31	3,682.31	10,000.00	-6,317.69
Total Income	2,142,593.11	533,467.85	48,871.81	11,170,427.35	3,442.90	51,907.05	13,950,710.07	11,725,931.93	2,224,778.14
Gross Profit							13,950,710.07	11,725,931.93	2,224,778.14
Expense									
765 • GP Permits	(50.00)						-50.00	0.00	-50.00
7100 • Staff Salary	1,398,740.12	458,271.98		323,339.78			2,180,351.88	2,178,971.28	1,380.60
710 • All Emp Benefits	380,098.49	103,280.21	2,778.08	45,491.18			531,647.96	650,291.49	-118,643.53
720 • Vehicle & Travel Expenses	56,341.98	3,711.37	98.61	4,596.69			64,748.65	53,785.00	10,963.65
722 • Meeting Expenses	10,328.76	3,882.78		1,210.47	387.64		15,809.65	14,495.77	1,313.88
730 • Supplies	7,081.80	313.22	868.03	1,054.68			9,317.73	14,039.88	-4,722.15
735 • IT - Communication	19,456.43	4,627.06	86.67	1,233.00			25,403.16	22,301.01	3,102.15
740 • Postage	2,959.43	375.81	23.20	127.48	37.74		3,523.66	4,165.04	-641.38
745 • Office Rent	51,137.57	15,760.14		6,470.55			73,368.26	71,625.14	1,743.12
750 • Equipment	16,467.79	9,724.26					26,192.05	22,841.93	3,350.12
830 - Administrative	61,197.66	48.00		130.28			61,375.94	6,723.14	54,652.80
810 • Activity Expenses	591.50	315.00	29,992.18	4,918.40	2,500.00		38,317.08	60,072.90	-21,755.82
820 • Grant Project Expenses				11,836,984.03			11,836,984.03	8,250,000.00	3,586,984.03
805 • Allocated Cost Transfer	(29,287.55)	19,553.36		9,734.19			0.00	77,008.50	-77,008.50
890 • Miscellaneous Expenses	(453.00)			400.00			-53.00	327.94	-380.94
899E • Interfund Transfer Out	3,682.31						3,682.31	10,000.00	-6,317.69
Total Expense	1,978,293.29	619,863.19	33,846.77	12,235,690.73	2,925.38	0.00	14,870,619.36	11,436,649.02	3,433,970.34
Net Income	164,299.82	-86,395.34	15,025.04	-1,065,263.38	517.52	51,907.05	-919,909.29	289,282.91	-1,209,192.20

Item III.5
Lancaster County Conservation District
Erosion & Sedimentation Committee Meeting Agenda
Thursday August 27, 2026 1:30 P.M.
Farm & Home Center - Sunroom – Upstairs Room 222
Virtual via Microsoft Teams

Attendance: Kyle Solyak, Commissioner Ray D’Agostino (online), Deryk Shaw (online), Chris Thompson, Adam Stern, Eric Hout

1. East High Street Elementary School, Elizabethtown Borough – Enforcement Action

In June 2026, the Conservation District received a complaint of a tributary to the Conoy Creek in Elizabethtown being muddy. Eric Hout inspected the stream and traced the pollution event back to East High Elementary School, where a geothermal well installation was underway and sediment laden runoff was observed to be reaching a stormwater basin which discharged into the stream. Mr. Hout discussed the pollution event, the Chapter 102 violations observed to date, and the cooperativeness of the contractors in resolving the District’s requests with the committee. At this time, the Committee members do not recommend immediately proceeding with an enforcement action, but rather directed District staff to notify the contractors and school district that all remaining Chapter 102 violations are expected to be fully corrected and to discuss the District’s expectations on compliance with Chapter 102 moving forward. Failure to demonstrate compliance within a reasonable timeframe will result in this site being brought back to the Committee for reconsideration of a formal enforcement action.

The Committee members and staff also discussed the potential development of a set of guidelines to assist in determining when violations of Chapter 102 warrant an enforcement action. It was noted that while each site has its own unique set of circumstances, such a set of guidelines may provide greater direction to the Staff and the Committee on how sites with violations are handled. Staff and the Committee members intend to continue discussion on this potential set of guidelines at future meetings.

2. Chapter 102 Program Evaluation Follow Up & Next Steps

Staff presented the final Chapter 102 Program Evaluation Report provided by PA DEP (final edit dated 8/7/26). Staff are addressing ongoing process improvements for the minor items identified in the evaluation. Staff held a call with PA DEP Central Office staff the morning of Thursday 8/27/26 to discuss improved tracking on review timeline compliance and reporting to DEP moving forward. Staff will continue to finalize documentation and logistics for hiring a Professional Engineer (PE) to facilitate the post-construction stormwater management (PCSM) portion of the Chapter 102 program. The current target for bringing a call to hire to the Board is January 2027.

3. 2027 E&S Department Draft Budget & Initial 2027 Fee Schedule Discussion

Staff presented the current draft of the 2027 E&S Department Budget. The Committee requested additional historic expense & income data to aid in their review. Staff will prepare a proposed 2027 service fee schedule for initial review at the September Committee meeting. This will include comparisons to neighboring county conservation districts.

Next Scheduled Meeting
Thursday September 24, 2026 @ 1:30 PM
Farm & Home Center and virtually via Microsoft Teams

Item III.10

Scholarship Committee Report

August 25, 2026, at 10 AM

Sunroom

Attending Member: Morgan Regan, Shelly Dehoff, Chris Thompson, Tristan Conrad, Pam Wise, and Lori Kier

The Scholarship Committee reviewed several operational items at their meeting and is recommending a few updates regarding their Purpose & Mission Statement and funding strategies.

Historical Context: The Ann Brown Scholarship is a collaborative effort between the Lancaster County Conservation District and the Conservation Foundation of Lancaster County. The Scholarship Program was originally created in 2000 from a memorial gift of approximately \$45,000 bequeathed to the Conservation District by the Estate of Mrs. Ann Brown. In 2001, the Scholarship Committee began reviewing student applications and awarding two to three, \$1,000 scholarships annually from the fund to graduating high school seniors who planned to pursue post-secondary study in the field of agriculture, agricultural education, natural resources, or wildlife & fishery science. In response to a depleting principle investment, the committee found opportunities to partner with our 501-c-3 Conservation Foundation to stabilize the fund and even increase the invested principal through multiple fundraising strategies and initiatives. Today, the account balance stands at \$43,404.28 which includes a \$25,000 bond purchased back in 2022. The committee continues awarding scholarships but the amount to award is capped by what interest is earned and donations are received during the calendar year. The process for selecting students for scholarship recommendations is expected to remain the same, but the committee would like to grow the scholarship fund to be able to award more, higher valued scholarships in the future and is recommending the following updates:

- **Purpose Statement:** The Scholarship Committee was created to wisely steward the funds bequeathed to the Conservation District and used to establish a post-secondary education scholarship program. The committee continues to be responsible for growing the scholarship fund as well as overseeing the process to promote the program to graduating senior high school students in Lancaster County and select candidates for BOD approval.
- **Mission Statement:** The scholarship committee works to grant scholarships to graduating seniors in Lancaster County who pursue a post-secondary study in a field in conservation, agriculture, or natural resources.
- **Funding Strategy:** Starting in 2027, the Committee would like to be able to offer two, \$2,000 scholarships to qualified students. The first step in the strategy is to reassess the current Scholarship Fund investments and look to maximize the returns. We will use the interest earned from the Scholarship Fund investments as well as to host additional funding-raising efforts throughout the year to reach the \$4,000 goal. Anything received above that dollar amount will be used to grow the endowment to reach the second step of our initiative. Our Fulton Financial advisor has suggested establishing a total investment target of \$100,000 for generating interest income to support expanding our scholarship

Item III.10

program. We plan to offer more than two scholarships and or multi-year scholarships as the funds increase.

- **Scholarship Name:** In an effort to create a broader donor pool, the Scholarship Committee is recommending to remove Ann Brown's name for the program and rename the scholarship to something more inclusive. The committee does not have a name to recommend yet, but has discussed something like "The Conservation Leadership Fund" or "The Legacy for Conservation Fund", etc... This would recognize that there are multiple fundraising efforts that now contribute to the principal and encourage additional memorial contributions in the future.

If there is BOD support for this move, the Committee will come back in October with a renaming suggestion.

***Action Required**

E&S Report

August 2026

		Aug 2026	YTD
Fees Collected	Total Plan Submissions	30	233
	Total Plan Acres	546.57	6303.53
	Total Disturbed Acres	128.33	1270.89
	NPDES Permit Fees Collected	\$9,000	\$64,000
	DEP Fees Collected	\$6,800	\$77,800
	LCCD Fees for Services	\$48,945	\$400,835

<u>Complaints</u>	
<u>Date Received</u>	<u>Municipality</u>
8/7/2026	EAST DONEGAL TOWNSHIP
8/12/2026	ADAMSTOWN BORO
8/17/2026	PEQUEA TWP
8/17/2026	BRECKNOCK TWP
8/21/2026	BRECKNOCK TWP
8/21/2026	RAPHO TWP
8/25/2026	MANOR TWP

August 2025

		Aug 2025	YTD
Fees Collected	Total Plan Submissions	20	242
	Total Plan Acres	449.38	6600.91
	Total Disturbed Acres	84.10	2187.01
	NPDES Permit Fees Collected	\$7,000	\$89,000
	DEP Fees Collected	\$5,300	\$80,800
	E&S Plan Review Fees	\$34,690	\$500,700

<u>Complaints</u>	
<u>Date Received</u>	<u>Municipality</u>
8/1/2025	LITTLE BRITAIN TWP
8/1/2025	MANHEIM TWP
8/4/2025	LITTLE BRITAIN TWP
8/8/2025	PEQUEA TWP
8/11/2025	MANHEIM TWP
8/13/2025	WARWICK TWP
8/14/2025	EAST COCALICO TWP
8/14/2025	MARTIC TWP
8/20/2025	RAPHO TWP
8/22/2025	MANHEIM TWP
8/26/2025	WARWICK TWP
8/28/2025	WEST EARL TWP

E&S Department Submissions

8/1/2026 to 8/31/2026

<u>Project Name</u>	<u>Municipality</u>	<u>Disturbed Acres</u>	<u>Fees Amount</u>
2502 Shaub Road	MANHEIM TWP	0.66	\$600
Chad Nolt	EAST DRUMORE TWP	2.48	\$1,630
New Story School	WEST HEMPFIELD TWP	0.69	\$815
Meadow Vista Stream Crossing	WEST DONEGAL TWP	0.3	\$100
MCR Property Investments, LLC	EPHRATA TWP	1.5	\$1,630
Millport Farm	WEST LAMPETER TWP	15.59	\$6,985
410 White Oak Road	EARL TWP	0.9	\$815
Kauffman Residence	CHRISTIANA BORO	6.411	\$30
Kauffman Residence	CHRISTIANA BORO	6.411	\$835
Dave Fahnestock	ELIZABETH TWP	0.91	\$600
Garden Spot Fire Rescue (Station 3)	EAST EARL TWP	5.16	\$2,445
Garden Spot Fire Rescue (Station 3)	EAST EARL TWP	5.16	\$100
Clark Associates	EAST LAMPETER TWP	10.81	\$815
Fillmore Container	UPPER LEACOCK TWP	10.7	\$815
PennMar Dairy	FULTON TWP	0.89	\$815
1133 Oakmont Drive	MANHEIM TWP	0.44	\$600
Lot 1 Southview Drive	STRASBURG BORO	0.539	\$600
Rock Lititz	WARWICK TWP	4.9	\$2,545
Weavertown Mennonite School (2026)	LEACOCK TWP	0.87	\$815
Fairland Realty Co. - Biemesderfer	PENN TWP	2.223	\$60
Fairland Realty Co. - Biemesderfer	PENN TWP	2.223	\$1,060
Noll Residence (2026)	RAPHO TWP	0.18	\$500
Noll Residence (2026)	RAPHO TWP	0.18	\$100
2896 Nolt Road	EAST HEMPFIELD TWP	14.55	\$6,475
J. Elmer Stoltzfus	PARADISE TWP	2.05	\$865
Seth Hershey Cattle Barn	EAST DONEGAL TWP	2.92	\$1,935
Manheim Borough Stream Restoration	PENN TWP	11.5	\$4,330
I-0110 Cornerstone Retreat	PARADISE TWP	8.06	\$3,310
Woodcorner Proerties, LLC (2026)	CLAY TWP	0.42	\$815
Andrew L. & Anna Z. Beiler	MARTIC TWP	0.94	\$815
N. Duke St. & W. Cottage Ave Lot	MANOR TWP	0.85	\$815
Breezy Heights of Lititz	WARWICK TWP	2.92	\$1,935
Ranck Farm Stream Restoration	STRASBURG TWP	0.39	\$100
James Nolt - Home and Barn	EARL TWP	3.6	\$2,240

**Outstanding NPDES Projects
Received >3 Months Ago - 8/31/2026**

Date Received	Project	Permit #	Municipality	Status	Last Action
12/15/2025	Andrew Ringler - Poultry Barns	PAD360168	BRECKNOCK TWP	Adequate DEP	6/25/26
1/14/2026	Lancaster County Correctional Facility	PAC361132	LANCASTER TWP	Inadequate	8/21/26
1/29/2026	115 Churchtown Road	PAD360170	SALISBURY TWP	Technical R	8/4/26
2/25/2026	Guardian Barrier Services	PAC361145	MT JOY BORO	Inadequate	6/25/26
2/26/2026	4 South Kinzer Road	PAC361148	PARADISE TWP	Complete	8/5/26
3/23/2026	1031 Dillerville Road	PAC361155	LANCASTER CITY	Complete	8/10/26
3/10/2026	Blue Rock Water Resource Recovery Facility	PAD360130 A-1	MANOR TWP	Inadequate	8/7/26
4/6/2026	Westfield Egg Farm	PAC361158	EARL TWP	Technical R	8/18/26
4/6/2026	Martic Township Municipal Campus	PAD360173	MARTIC TWP	Inadequate DEP	8/20/26
4/10/2026	Mervin Miller	PAC361159	SADSBURY TWP	Technical R	7/6/26
4/10/2026	150 Pitney Road - Water Bureau	PAC361161	LANCASTER CITY	Completeness R	8/18/26
4/14/2026	1905 McFarland Drive	PAC361160	EAST HEMPFIELD TWP	Inadequate DEP	8/11/26
4/16/2026	RCW Athletic Club	PAC361162	EAST HEMPFIELD TWP	Complete	8/11/26
4/17/2026	Deer Country Farm & Lawn	PAC361163	BRECKNOCK TWP	Complete	7/29/26
4/17/2026	Raymond A. Beiler	PAD360174	SALISBURY TWP	Inadequate DEP	8/6/26
4/22/2026	Whistling Glen Farms	PAC361164	WEST HEMPFIELD TWP	Inadequate	8/20/26
4/30/2026	Garden Spot Athletics Campus	PAC361165	NEW HOLLAND BORO	Technical R	8/21/26
5/4/2026	Lancaster County Christian School	PAC361167	UPPER LEACOCK TWP	Inadequate DEP	8/12/26
5/6/2026	802&820 S Duke Street	PAD360175	LANCASTER CITY	Completeness R	8/20/26
5/7/2026	Neffsville Veterinary Clinic	PAC361169	MANHEIM TWP	Complete	8/5/26
5/13/2026	High Street Apartments	PAC361170	ELIZABETHTOWN BORO	Completeness R	7/31/26
5/14/2026	Clayton Good - Indoor Horse Arena	PAC361171	RAPHO TWP	Completeness R	7/21/26
5/18/2026	Forry's Country Store	PAC361173	WEST HEMPFIELD TWP	Inadequate	8/20/26
5/26/2026	Kreider - Good Farm Dirt and Stone Yard	PAC361174	PENN TWP	Technical R	8/17/26
5/27/2026	F&M College - ASFC Addition	PAC361175	LANCASTER CITY	Completeness R	8/6/26
Total	25	At District	18	Not at District	7

KEY

Received	project received in office, queue for completeness review	Total Submissions Under Review	113
Incomplete	incompleteness letter sent	Issued NPDES Submissions	11
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		

08-2026 Issued NPDES Submissions

810 & 830 Greenville Road	Henry Beiler Poultry Barn Minor Mod
NESE Northeast Supply Enhancement - Quarryville Loop Major Mod	Mike Weaver Dairy Operation Renewal
Lancaster Log Cabins - West Earl	Hempfield H.S. Renovations
John M. Esh	Stoner Farm Minor Mod
White Horse Business Center Major Mod Renewal	Lancaster Township New Public Works Facility
East Main Street Lot #3 Subdivision	

Item IV.3
Budget and Finance Committee Report

The District Budget and Finance Committee met on Wednesday, August 26th, to discuss a number of topics. First, Robert Hoffman from Fulton Financial met with the Committee to discuss the Raymond James investment account. Robert explained that the investments the District is in are performing very well (up 18% since inception) and the returns (\$163,317) are comparable to the risk factors the District initially set up for these funds. Robert did have some recommendations for the committee in moving some bond investments to a small-cap fund, gold, and a Transamerica Bond. Specifically, Robert anticipates the current Lord Abbett bond fund's performance may slip in coming quarters. The Committee felt this was a good strategy and will be taking this fund reallocation/diversification action at their next meeting.

Next, Stacey provided the committee with an update on where the single and regular audits are for the 2025 calendar year. SEK is close to finishing the regular audit and starting with the single audit and anticipates finishing the project by the end of September.

Finally, the committee was briefed on the 2027 District budget. Grants, district activities, and specific program budgets were reviewed by the committee before looking at the overall district budget. At this point, there is over a \$400,000 deficit in the 2027 budget. This is attributed to a number of factors, from anticipated decreased grant reimbursements in 2027, to fewer plan reviews, to increasing staff size, and new vehicles and communications systems. The committee discussed pulling from reserves to lower this deficit and/or looking at increasing service fees and some other options to balance the budget. Staff will continue to fine-tune the 2027 District budget before the next Budget and Finance Committee meeting on September 23rd. After this meeting, the draft 2027 budget will be sent to the District Board for review.

Respectfully submitted
Matt Kofroth, Assistant District Manager