



LANCASTER COUNTY CONSERVATION DISTRICT MONTHLY BOARD MEETING AGENDA

Wednesday June 1, 2022
Lancaster Farm & Home Center
Zoom Info: <https://zoom.us/j/91731607863>
Business Meeting 7:30 PM

Timer

- 7:30 Invocation – Kent Weaver
Call to Order, Chairman, Dan Heller
Welcome & Introductions – Dan Heller
Additions to the Agenda – Christopher Thompson
Public Comment: Survey media/quests: Agenda items of interest? – Dan Heller
- Page #
- 7:40 I. Agency Reports
 1. USDA, NRCS (attachment) 1
 2. PA DEP Field Rep Report (day of packet)..... -
- 7:45 II. *Consent Agenda
 1. Meeting Minutes (attachment) 3
 2. Technical Assistance Requests/Cancellations (attachment)..... 8
 3. Nutrient Management Plan Approval (attachment) 8
 4. Conservation Plans Acknowledgement (attachment)..... 9
- 7:55 III. *Additional Business
 1. Items Removed from Consent Agenda -
 2. Treasurer’s Report – Heistand (attachment) 10
 *3. Watershed Specialist Delegation Agreement - Kofroth (day of packet) 13
 4. NM/MM Delegation Agreement – Lutz/Thompson (attachment)..... 13
 *5. ACT/CDFAP Agreement – Heistand (attachment/day of packet) 14
 *6. Personnel Committee Report – Wasco (attachment)..... 14, 22-26
 *7. Outstanding Cooperator – Lutz (attachment) 15
 *8. E&S Committee Report – Snyder (day of packet) -
- 8:45 IV. Reports & Information
 1. E&S/NPDES Monthly Projects Report – Snyder (day of packet)..... -
 2. Tree Sale Report – Kofroth/Gregory (attachment)..... 16
 3. PACD/SCC Joint Meeting Registration Announcement – Thompson (attachment)..... 18
 4. Scholarship Report – Heistand (attachment) 19
 5. Required Audit Standards Letter – Heistand (attachment)..... 19
- 9:10 V. Additional Public Comment
- 9:15 VI. Adjourn

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

Dates to Remember:

6/2, 3.30pm Conservation Foundation Mtg.	7/4, LCCD Office Closed
6/4-12, 2022 Water Week	7/13-14 PSU Manure Expo Franklin Co.
6/9, 6:15pm LCCD Awards Banquet	7/20-21, PACD/SCC Joint Annual Mtg State College PA
6/14-16 Oregon Dairy Family Farm Days	7/23-29, Lancaster County Youth Conservation School

NEXT MEETING DATE: Wednesday, July 6, 2022 @ 7:30 p.m.
At the Lancaster County Farm & Home Center

***Action Required**



Activity Report to LCCD Board of Directors for May 2022

Lancaster Field Office Personnel:

Heather Grove, Supervisory District Conservationist
Mark Myers, Soil Conservationist
Brett Ramer, Soil Conservationist
Mark Long, Soil Conservationist
Michael Albert, Soil Conservationist
Christine Griesemer, Soil Conservationist
Audrey Mays, Soil Conservationist

Ashley Rice, Soil Conservation Technician
VACANT, Soil Conservation Technician
Jared Boger, Civil Engineering Technician
Lari Jo Walker, Program Assistant, RC&D
Jeff Sholly, Engineer, PACD
Ashley Spotts, Restoration Specialist, CBF
Julia Smith, Biologist, PF (York & Lancaster)

Conservation Planning Activities*:

FY21 Total (#)	FY21 Total (Ac)	FY22 Mo. Total (#)	FY22 Mo. Total (Ac)	FY22 Total (#)	FY22 Total (Ac)
59	3,443.7	2	40.6	7	320.92

*SEE "ACKNOWLEDGMENT OF CONSERVATION PLANS" REPORT

Conservation Practice Installation Activities*:

Practice Code & Name	FY21 Total	FY22 Mo. Total	FY22 Total
313 – Waste Storage Facility (no)	7	-	12
362 – Diversion (ft)	-	220	1,367
367 – Roofs & Covers (no)	2	-	8
382 – Fence (ft)	29,544	-	4,689
412 – Grassed Waterway (ac)	11	1.4	6.7
516 – Livestock Pipeline (ft)	5,904	-	390
561 – Heavy Use Area Protection (sq ft)	14,124	-	22,553
575 – Trails & Walkways (ft)	2,884	-	2,041
578 – Stream Crossings (no)	5	-	1
600 – Terraces (ft)	8,036	1,865	17,800
614 – Watering Facility	14	-	2
620 – Underground Outlet (ft)	2,864	-	8,557
634 – Waste Transfer System (no)	6	-	10
327 – CREP Conservation Cover (ac)	23.5	-	36.91
391 – CREP Riparian Forest Buffer (ac)	68.2	14.38	30.27
390 – CREP Riparian Herbaceous Buffer (ac)	0	-	-

*REFLECTS COMMON PRACTICES INSTALLED THROUGH NRCS & FSA FINANCIAL ASSISTANCE PROGRAMS; DOES NOT REPRESENT ALL PRACTICES INSTALLED.

Financial Assistance Conservation Program Activities:

- Financial Assistance Contract Obligation:

Program	FY21 Total (#)	FY21 Total (\$)	FY22 Total (#)	FY22 Total (\$)
EQIP/AMA	24	\$1,804,294	5	\$120,982
CSP	3	\$134,205	1	\$90,505

- Financial Assistance Payments:

Program	FY21 Total (\$)	FY22 Mo. Total (\$)	FY22 Total (\$)
ALL PROGRAMS	\$1,358,691.92	\$28,785.54	\$2,051,126.55

- **Environmental Quality Incentive Program (EQIP)**
 - Regular EQIP
 - FY22 Proposed Allocation - \$2.1 million
 - Ranking has been completed and applications are currently being selected for funding.
- **Conservation Stewardship Program (CSP)**
 - CSP Classic Sign-up Deadline – 2 applications
- **Regional Conservation Partnership Program (RCPP)**
 - Lancaster's Common Agenda for Clean Water sponsored by the Lancaster Clean Water Foundation
 - FY22 Allocation - \$2.59 million
 - Ranking is currently underway. Applications will be selected for funding in early June.
 - Turkey Hill Clean Water Partnership sponsored by the Alliance for the Chesapeake Bay (Multi-County)
 - FY22 Allocation - \$1.4 million
 - Ranking is currently underway. Applications will be selected for funding in early June.

Conservation Easement Program Activities (ACEP):

- Agricultural Land Easement (ALE) Acquisition Activities:

Program/Activity	FY21 Total (#)	FY21 Total (ac)	FY22 Total (#)	FY22 Total (ac)
ALE Easement Requests	3	146.5	-	-
ALE Easement Closings	3	211	-	-

Conservation Reserve Enhancement Program Activities (CREP):

- Approved Plans:

	FY21 Total (#)	FY21 Total (Ac)	FY22 Total (#)	FY22 Total (Ac)
New	13	82	7	23.7
Re-enrollments	18	65.20	-	-

Administrative Activities:

- Affiliate Employee Mid-Year Reviews

Outreach Activities:

- 5/10 – Chesapeake Bay Commission State Legislative Farm Tour (Grove)
- 5/18 - PA Soil Health Coalition Statewide "Soil Your Undies" Challenge, Holtwood (Myers)

Notable Meetings & Trainings:

- 5/3-5 – Conservation Desktop & Conservation Assessment & Ranking Tool Training, Harrisburg (Mays & Walker)
- 5/9-11, 13 - Pennsylvania Soil Health and Sustainability for Field Staff Training, Virtual & Mifflintown (Mays & Ramer)
- 5/18-20 - ACOE/NRCS Basic Wetland Identification Training, Gettysburg (Ramer)

Respectfully Submitted,



Heather L. Grove
District Conservationist

Item II.1
LANCASTER COUNTY CONSERVATION DISTRICT
BOARD MEETING MINUTES
May 4, 2022

The 840th regularly scheduled Board Meeting of the Lancaster County Conservation District (LCCD) was held in person at the Farm and Home Center for Directors and also via Zoom Call-In on, May 4, 2022 at 7:30 PM.

The following Directors were present: Daniel Heller, Chairman; Herb Kreider, Roger Rohrer, Jay Snyder, Bob Shearer, Dale Herr, Kent Weaver, Robert Wagner, and Commissioner Ray D'Agostino.

The following Associate Directors were present: Justin Welk.

The following District Staff were present: Christopher Thompson, Gerald Heistand, Kevin Lutz, Rich Snyder, Kent Bitting, Matt Kofroth, Sallie Gregory, Adam Stern and Suzanne Kopp.

The following Cooperating Agency representative was present: Heather Grove, Natural Resources Conservation Service.

Dan Heller called the meeting to order at 7:30 p.m. Dan welcomed everyone both in person and on Zoom. Adam Stern reminded everyone that the meeting was being recorded.

Jay Snyder provided the invocation for the meeting.

Additions to the Agenda:

1. PennVest Resolution to Apply for the Amos S. Esh project.
2. 319 Grant - Mill Creek WIP Amendment.
3. 2022 RC&D Spring Roadside Crop Residue Survey Project.

Dale Herr Moved to approve the additions to the agenda for discussion. Roger Rohrer seconded the motion. Motion passed unanimously.

An opportunity was given for public comment: Chris Thompson offered a thank you to staff members for being dedicated and attending the meeting.

I. Agency Reports

1. USDA, NRCS

Heather Grove offered no additions to the report this month. No questions were raised.

2. PA DEP Field Rep Report

Chris Thompson highlighted a few talking points in the agenda packet on page 2 of the report – Building for Tomorrow Leadership webinar series for staff and directors. There are two training opportunities for directors to sign up for and attend. Chris also highlighted the PA Phase 3 Watershed Implementation Plan has a newsletter that everyone can sign up to receive if interested.

II. Consent Agenda

Chairman Daniel Heller gave the opportunity for Directors to withdraw any of the items from the Consent Agenda in order to have additional discussion. Hearing none, Herb Kreider moved to approve the Consent Agenda. Bob Shearer seconded the motion. Motion passed unanimously.

The Consent Agenda includes the following approved items.

- #1 – Minutes of April 6, 2022 Board meeting.**
- #2 – Technical Assistance Requests/Cancellations**
- #3 – Nutrient Management Plan Approvals**
- #4 – Conservation Plan Acknowledgement**

III. Additional Business

1. Items removed from Consent Agenda

There were no items removed from the Consent Agenda.

2. Treasures Report

Gerald Heistand reported on the Balance Sheet and stated that we are waiting on \$550,000 in reimbursements from expenses that we have requested from the Ag Programs. Additionally, the Budget and Finance Committee has been able to open the Fulton Financial Advisor Managed Fund. . \$635,404.51 has been invested at Fulton Financial Advisor (FFA) and has earned \$4,750.00 in three days. The FFA account was set up to try to recover some funds from low returns that we were currently receiving.

Gerald stated that Kevin Stauffer, the owner of SEK CPA auditing company is the one doing the audit this year.

3. Personnel Committee Report

Herb Kreider reported that the committee is collecting applications to fill the open positions at the District. The question on the table is - do we fill the positions at the District or not fill them due to not having adequate funding being provided from DEP. Chris Thompson stated that we are working with DEP to address our funding concerns. A meeting is being scheduled with DEP and SCC to sort out details.

4. CAP Project Approvals

Kent Bitting reported there is currently one CAP application that has been reviewed and is ready for Board action. Mike Mascuch of Rapho Township requesting \$22,769.52. The Ag Program Manager is recommending positive action for approving the CAP funding for this project. Roger Rohrer moved to approve this request as stated. Jay Snyder seconded the motion. Motion passed unanimously.

5. NFWF Most Effective Basin (MEB)

Matt Kofroth reported on two proposals being submitted with the District as the sponsor. The first proposal is the NFWF in partnership with Penn State University Ag and the Environment Center staff will include 3-5 farm BMP improvement projects. The second proposal being submitted is in collaboration with the Clean Water Partners to include funding for a Data Coordinator position to provide data collection and verification services.

Dale Herr moved to approve both submitted proposals as stated. Kent Weaver seconded the motion. Motion passed unanimously.

6. PennVest Project – Levi and Elizabeth Glick

Chris Thompson reported on the proposed PennVest project sponsorship for Levi and Elizabeth Glick. The farm is located in Bart Township. Estimated cost will be \$515,813.00. PennVest has requested that the Board act to formally sponsor this project and reauthorize the LCCD representatives as signers. Dale Herr moved to approve reauthorization of signers Dan Heller as Chair, Robert Shearer as Vice-Chair, Kent Weaver as Secretary/Treasurer and Chris Thompson as Managing Director to sign the funding agreement documents and sponsorship in the PennVest presented project as stated. Roger Rohrer seconded the motion. Motion passed unanimously.

7. PennVest Resolution to Apply for the Amos S. Esh Project

Chris Thompson reported on another PennVest proposal. Amos Esh owns a 69-acre dairy farm in Jackson Township, Lebanon County. The estimated cost for the improvements is \$606,823. LCCD has been asked to be the sponsor because last week the Lebanon Conservation District notified TeamAg that they did not have experience or staff capacity to administer the project.

If the Directors are in favor of acting as the sponsor they need to approve the following "Resolution to Apply".

"RESOLVED, that the Lancaster County Conservation District (the Governing Body") shall be, and the same hereby are authorized to submit a Financial Assistance Application to the Pennsylvania Infrastructure Investment Authority (PENNVEST), substantially in the form presented at this meeting for the purpose of financing/partially financing the construction and implementation of agricultural practices and farmstead improvements for Amos Esh. Appropriate officers of the Governing Body are hereby authorized to execute all certifications and documentation required in connection with the application."

Admin costs averages between \$3000-\$5000.

The BOD is requesting more information be provided, such as a bio or history of the farm and future plans of the farm, before final approval is given.

Roger Rohrer moved to approve the sponsorship as stated. Jay Snyder seconded the motion if we get the information being requested by BOD. Motion approved unanimously.

8. 319 Grant – Mill Creek WIP Amendment

Matt Kofroth reported that DEP notified us late last week that they had some additional funding to add to the Mill Creek WIP 319 Grant. The request is being made for the BOD to approve to amend the current contract and add \$15,900 to the Grant total. Dale Herr moved to approve the amended contract amount. Bob Shearer seconded the motion. Motion passed unanimously.

9. 2022 RC&D Spring Roadside Crop Residue Survey Project

Chris Thompson reported that Capital RC&D has again asked LCCD to participate in the Roadside Crop Residue Survey Project. The survey will involve three to four days of field data collection from predetermined sites around the County during late May and early June. In the same manner as the Fall Cover Crop Survey, Lancaster is being asked to also cover a small section of Chester and Berks Counties. In recognition of this additional work, we have budgeted an additional \$200 for the District, totaling \$900 to participate in the survey.

Dennis Eby has participated in these surveys for the last 4-5 years. Now that Dennis has fully retired, Greg Heigel will take over his duties.

Dale Herr moved to approve participation in the survey project. Roger Rohrer seconded the motion. Motion passed unanimously.

IV. Reports/Information

1. Correspondence, News and Updates:

None to report.

2. E&S/NPDES Monthly Projects Report:

Rich Snyder reported 22 plans were received in April. There was an increase in complaints for the month of April. There has been an increase in modifications of current plans this month – eight modifications were submitting this month. Rich also stated that an Internal Guidance Documentation is being written for LCCD staff which will help interpret Chapter 102 requirements relative to the conversion of forested areas to agriculture production. The document will be taken before the E&S Committee for approval by the end of May 2022 and will be presented at the June Board meeting.

3. EPA Statement and the Bay Clean-up:

Chris Thompson reported that on April 18, 2022 the EPA issued a press release stating that PA Watershed Implementation Plan (WIP) falls short of addressing mandated pollution reductions and the plan to step up federal actions is coming soon. The EPA acknowledges that PA has made “noteworthy progress” and “tremendous effort”. The missing link is to provide dependable State funding to finance the work outlined in the State WIP. PA has 90 days to submit an improved plan.

4. Tree Sale Update:

Sallie Gregory reported that the 48th Annual Tree Seedling sale distribution day was held April 13, 2022. 556 orders were filled. A report will be available for the Board meeting in June 2022.

5. Pension Plan Committee Review:

Kent Weaver reported the committee met with Lisa Giles, who replaced Amy White, from Fulton Financial Advisors. The participation rate in the retirement plan is 94% currently. The different funds are being monitored closely and the Janis Anderson Enterprise Fund will be replaced with the Vanguard Index Fund for a better return on the investments.

We have 22 past employees that have kept their retirement money in the plan because of the good rate of return.

6. LCCD Banquet Update:

Chris Thompson reminded everyone that tickets need to be reserved for the 2022 Annual Awards Banquet being held on June 9, 2022 at 6:00pm at the Yellow Barn at Landis Valley Village and Farm Museum.

7. Youth Conservation School Update:

Sallie Gregory stated this is the 44th year for the Conservation School. The school this year will start on Saturday, July 24, 2022 to instruct the volunteers what they will be doing and safety protocols that will be in place. The Conservation School will end a day earlier than normal and the Wednesday evening sponsor dinner will be cancelled this year due to Covid and an effort to keep everyone healthy and safe.

8. Annual Report Update:

Sallie Gregory reported that a copy of the annual report is in the "day of" packet. In the past, it was only a paper copy that was then distributed at the banquet. During the Covid shutdown, it was put online on our website. This year they have decided to add videos to the online annual report for 2022. There are a few paper hard copies available if anyone would like an extra.

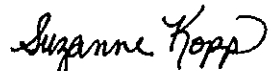
Additional Public Comment:

Chris Thompson reminded the Directors to check the dates of events listed on the bottom of the agenda.

Meeting Adjourned

Chairman Heller adjourned the meeting at 8:45pm.

Respectfully submitted,



Suzanne Kopp

Recording Secretary for the Board of Directors

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

Applicant	Title	Township	Size	Assistance
None				

**Item II.3
Requests for Nutrient Management Plan Approval (Lutz)
May 2022 Activity
June 1, 2022 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 #
Melissa Horn	Warwick	Equine	CAO	3.49	Hartzok	2274
Todd Rohrer	Strasburg/Paradise	Poultry	CAO	3.71	Goldsmith	317
Stephen Beiler	Leacock	Dairy	CAO	2.43	Hartz	2411
Leslie Martin	West Donegal	Pullets	CAO	60.11	Lutz	2396
John Martin	West Donegal	Pullets	CAO	60.11	Lutz	243
David Buch	West Earl	Broilers/Steers	CAO	3.56	Goldsmith	515
James Delong	E. Drumore/ Providence	Dairy	CAFO/CAO	2.11	Adams	577
Chad Peifer	Colerain	Ducks	CAFO/CAO	85.00	Adams	2404
Kenneth Meck	Strasburg	Pullets/Steers	CAFO/CAO	4.54	Goldsmith	92
Jeff Mitchell	East Cocalico	Broilers/Beef Cow	VAO	0.81	Goldsmith	451
Nelson Burkholder	Fulton	Broilers	CAO	109.41	Adams	335
Jay Burkholder	Little Britain	Dairy/Pullets	CAO	2.63	Adams	277

**Nutrient Management Plan Transfer for Board Acknowledgement (Lutz)
May 2022 Activity
June 1, 2022 Board Meeting**

Owner	Proposed Transfer Date	Township	Operation	Designation	AEU's / ACRE	Reviewer	Plan #
None							

Item II.4
Acknowledgement of Conservation Plans (Lutz)
The Lancaster NRCS Field Office recommends the following plans for the
June 1, 2022 Board Meeting:

NATURAL RESOURCES CONSERVATION SERVICE

Conservation Plans	Number of Plans	Planner	Township
Samuel K. King	2	Mark Long	Salisbury

LCCD AG EROSION & SEDIMENTATION PLANS

Conservation Plans	Number of Plans	Planner	Township
James Stahl	1	Britton Hartzok	Manheim
Jonathan Lantz	1	Adam Hartz	Upper Leacock
Jerry I. Stoner	2	Amanda Grube	East Hempfield

Item III.2
Lancaster County Conservation District
Balance Sheet
As of May 20, 2022

ASSETS

Checking/Savings		\$487,508.29	General Operations - U
District General Fund		\$0.00	DGR/LVR Admin & Edu - A
1001 · General Fund INVEST	686,721.70	\$174,725.51	Grants without bank account - R
1015 · General Fund Citizens	63,342.34	\$41,870.93	Activities Account - A
Total District General Fund	750,064.04	\$45,959.31	Tree Fundraiser Account - U
Raymond James/Fulton Advisors	729,792.57	\$750,064.04	TOTAL
E & S		Fulton Advisors	Fulton + INVEST
1002 · E & S - A	204,535.18	Invested funds	Balance
1005 · Clean Water - R	273,623.43	05/02/2022	
Total E & S	478,158.61	350,000	554,535.18
1003 · Youth Conservation School - C	938.27	25,000	25,938.27
1006 · Separation - A	34,837.72	25,000	59,837.72
1007 · Reserve			
Reserved-LCCD Health 20-21 - A	1,317.70	25,000	26,317.70
Reserved-LCCD Health 19-20 - A	11,322.00	50,000	61,322.00
Reserved-LCCD Health 18-19 - A	883.00	25,000	25,883.00
Reserved-LCCD Health 17-18 - A	36,038.23		
Reserved-Capital - A	58,726.87		
Reserved-Communication - A	24,000.00		
Reserved-Computer Hardware - A	21,725.77		
Reserved-NM Program - A	64,012.20	100,000	164,012.20
Reserved-NMP Vehicle - A	38,064.23		
Reserv/D&G/LVR Temporary Hold-A	33,355.50		
1007 · Reserve - Other	214,425.50	125,000	339,425.50
Total 1007 · Reserve	503,871.00		
1008 · Scholarship - C			
Bond Unrealized Gain/Loss - C	1,022.75		
Scholarship Bonds - C	35,000.00		
1008 · Scholarship - C - Other	5,079.86		
Total 1008 · Scholarship - C	41,102.61	25,000	66,102.61
1013 - Exelon - R	595,872.94	750,000	Initial Investment
1009 · Dirt & Gravel Roads - R	86,833.18	729,793	Current value
1014 - Low Volume Roads - R	260,823.59	-2.7%	ITD Gain/Loss
1117 · Chesapeake Bay Action Plan - R	939,827.50	\$1,145,689.33	A - Assigned Funds
1115 · Conservation Excellence - R	1,102,730.18	\$92,040.88	C - Committed Funds
1116 · CBAIP Phase II - R	429,550.28	\$3,960,516.93	R - Restricted Funds
1017 · Self-Funded Health Insurance -R	96,530.32	\$852,685.67	U - Unassigned Funds
TOTAL ASSETS	6,050,932.81	\$6,050,932.81	TOTAL

Lancaster County Conservation District
Balance Sheet
As of May 20, 2022

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2200 · YCS Liability 25,938.27

2016 · Health Insurance Liability 96,530.32

Total Other Current Liabilities 122,468.59

Total Current Liabilities 122,468.59

Total Liabilities 122,468.59

Equity

3000 · Opening Bal Equity 893,610.68

3900 · Retained Earnings 4,564,836.11

Net Income 470,017.43

Total Equity 5,928,464.22

TOTAL LIABILITIES & EQUITY 6,050,932.81

Lancaster County Conservation District
Income and Expenses
 January 1 through May 20, 2022

2:47 PM
 05/23/22
 Cash Basis

	General Operations	E&S	Activities & Tree Sale	Grants	Scholarship	Separation/ Reserve	Jan 1 - May 20, 2022	YTD Budget	\$ Over Budget
Income									
520 · County Funding	108,333.36						108,333.36	125,806.62	-17,473.26
530 · Program Contracts	451,389.79	16,225.00					467,614.79	755,476.41	-287,861.62
560 · Grant Administration	95,032.86			-27,669.17			67,363.69	170,587.90	-103,224.21
570 · Grant Project Income				1,609,453.81		4,875.43	1,614,329.24	1,481,008.06	133,321.18
580 · Fee / Reimbursement Income	1,457.50		2,000.00				3,457.50	3,290.35	167.15
581 · E&S102 Review Fees		318,450.00					318,450.00	216,464.52	101,985.48
582 · NPDES Permit Fees		49,520.00					49,520.00	39,445.14	10,074.86
583 · 105 CWF Fees		100.00					100.00	1,500.00	-1,400.00
590 · Interest Income	234.49	263.27		907.90	577.29	276.01	2,258.96	516.36	1,742.60
540 · Activity Income			7,130.70				7,130.70	11,746.45	-4,615.75
585 · Tree Sales Income			44,004.79				44,004.79	40,000.00	4,004.79
595 · Other Income				473.74		-20,207.43	-19,733.69	2,012.85	-21,746.54
599R · Interfund Transfer In	21,386.76	1,588.24				751,958.10	774,933.10	26,676.61	748,256.49
Total Income	677,834.76	386,146.51	53,135.49	1,583,166.28	577.29	736,902.11	3,437,762.44	2,874,531.27	563,231.17
Expense									
7100 · Staff Salary	537,757.97	171,040.94		93,830.07			802,628.98	886,899.82	-84,270.84
710 · All Emp Benefits	177,956.09	44,640.93		7,605.80			230,202.82	323,884.55	-93,681.73
720 · Vehicle & Travel Expenses	10,366.04	1,497.40	24.64	725.48			12,613.56	16,459.73	-3,846.17
722 · Meeting Expenses	728.65	274.00		615.90			1,618.55	15,680.87	-14,062.32
730 · Supplies	4,307.55	376.50	669.76	67.65			5,421.46	7,567.79	-2,146.33
735 · IT - Communication	15,477.24		4,593.75	125.00		5,412.26	25,608.25	10,479.08	15,129.17
740 · Postage	1,411.15	1,466.87	232.55	28.24	34.98		3,173.79	3,125.86	47.93
745 · Office Rent	34,226.95	10,141.35					44,368.30	41,562.43	2,805.87
750 · Equipment	2,436.78	806.35					3,243.13	6,315.44	-3,072.31
830 - Administrative	37,985.07	89.36	923.66				38,998.09	38,176.60	821.49
810 · Activity Expenses			37,212.87				37,212.87	38,301.02	-1,088.15
820 · Grant Project Expenses	110.75		-1,671.00	1,014,792.21		-28,480.07	984,751.89	1,771,786.29	-787,034.40
805 · Allocated Cost Transfer	-10,270.61	10,270.61					0.00	0.25	-0.25
890 · Miscellaneous Expenses	415.09	20.00	2,435.13		100.00		2,970.22	870.97	2,099.25
899E · Interfund Transfer Out	1,958.10	16,225.00				756,750.00	774,933.10	22,975.00	751,958.10
Total Expense	814,866.82	256,849.31	44,421.36	1,117,790.35	134.98	733,682.19	2,967,745.01	3,184,085.70	-216,340.69
Net Income	-137,032.06	129,297.20	8,714.13	465,375.93	442.31	3,219.92	470,017.43	-309,554.43	779,571.86

**Item III.3
Renewal of Watershed Specialist Contract**

It is once again time to renew the PA DEP Conservation District Watershed Specialist contract. This is the contract that pays for the partial salary of the Watershed Specialist. DEP is requesting an annual renewal of this contract which is still under a 5-year agreement with DEP till June 30, 2023. The renewal contract will run from July 1, 2022 through June 30, 2023 and the contract amount will be the same as it has been since 2018, a maximum of \$45,250/year. This year, there is a greater emphasis on the Watershed Specialist completing data collection and recording into the Practice Keeper system. Otherwise, the deliverables and project goals remain unchanged from the previous Watershed Specialist contracts. The Watershed Specialist are viewed by DEP as valuable assets for the state and are looking at ways to reap further benefits from the program in the future.

***Action Required**

**Item III.4
Nutrient and Manure Management Delegation Agreement Renewal**

The Nutrient and Manure Management Programs were combined under one 5-year Delegation Agreement in 2011. Last year a workgroup of Agency and District staff was formed to suggest and review proposed changes to the 2022-2027 Agreement. The final document shared with the SCC at their May 10th Commission meeting included several additional changes the Workgroup had not reviewed. The changes were designed to make the Manure Management program more regulated and the responsibility for carrying out those duties were included in the revised Required Output Measures (ROM). Additionally, there were several issues that were still lacking detail including technician funding and the inspection protocols.

The exercise has solidified districts state-wide in opposition to the progressive slide toward more regulatory responsibilities. Several District Managers attended the SCC meeting and petitioned the Commission members to table approving the Delegation Agreement until the additional questions could be answered and the district directors could discuss the proposed changes. By unanimous vote the Commission voted to table action on the NM/MM Delegation until their July meeting.

LCCD staff were relatively neutral about the added inspections responsibilities, but the Delegation revisions, and the process by which they were made, had exposed several other concerns:

- **Compromised Mission** – More compliance responsibilities negatively impact our reputation in the community making it difficult to provide technical and financial assistance to the local land owners so they can be good stewards of our county's natural resources.
- **Staff Retention** - The funding for almost all of the state programs are inequitable and insufficient. The operational deficit it creates limits what we can pay for salaries which leads to the significant, and on-going staff, turnover.

- Operational Independence & Sustainability – The direction of the state programs continues to minimize Director authority and leadership for local issues.

A letter/email outlining these concerns was reviewed by the LCCD Executive Committee and sent to the SCC, DEP and PACD, and a response was received. A joint meeting between SCC/DEP and districts was held on May 23rd to review and discuss the proposed changes. Additional details were reviewed at that meeting, which included an increase in the reimbursement rate and a softening of some of the Agreement language. It is expected that we will have an updated copy of the finalized NM/MM Delegation Agreement for Board review, but Districts have asked PACD to draft a letter requesting flexibility in the ROMs that each Districts can review and sign prior to the July 20th SCC meeting.

Item III.5

Conservation District Fund Allocation Program (CDFAP)/Unconventional Gas Wells Fund (UGWF) Funding Applications

It is anticipated that at the July, 2022 SCC meeting, formal action will be taken to allocate funds through the CDFAP/UGWF programs. That funding provides partial support of the salary/benefits costs for the following positions: \$22,350 for the District Manager, \$16,225 for the 1st E&S Technician, \$16,225 for the ACT selected position, and \$27,874 of UGWF funds to be used at the discretion of the district. These funding levels are the same as last year.

On May 20th, 2022 the CDFAP application for funding was submitted for the District Manager, 1st E&S Technician using DEP GreenPort. For the ACT funding tied to Keven Seibert's position, they are looking for board action with an additional paper application. As in the past with the UGWF funds, administration proposes to use those funds to help support the Business Manager position held by Gerald Heistand. Board action is needed to formalize the details of these funding applications.

***Action Required**

Item III.6

The Personnel Committee Report Open Position Updates

LCCD currently has 5 open positions; three on the Ag Team, one with E&S and the new Data Coordinator. Interviews are scheduled for this week and we expect to have a full slate in time for the "Day of Packet" to propose for hire, but as of this date the 3 candidates we would like to put forward at the next BOD meeting to fill the open Ag Tech positions are listed below.

- Patrick Kidd, Lives in Lititz area. Patrick does not have a college degree, but has a strong work-history and life experiences that make him an ideal candidate for the open Bay Tech position.
- Emma Findeisen, Lives in Westminster, MD but is relocating to York County this summer. Based on her training and experience managing a small farm in Westminster, MD we believe she would be a good candidate for the Nutrient Management position.

- Dylan Bomgardner, Lives in the Annville, PA just over the line in Lebanon County. Dylan currently works for an Ag equipment dealer in Lebanon and is active as a 4-H livestock judge. Based on his training and experience we believe she would be a good candidate for the other open Nutrient Management position.

The Personnel Committee has reviewed the resumes (see attached) and the interview committee's recommendation and requesting the Board to issue a formal "Request to Hire". If approved and excepted, the expected starting date would be June 20th.

***Action Required**

**Item III.7
Outstanding Cooperator 2023
Award Report**

The Outstanding Cooperator Committee met in the afternoon of the May 19, 2022 to review candidates selected by District staff for the Outstanding Cooperator Award. Committee members Bob Shearer (Director Member), Gerald Heistand (staff member), Heather Grove (NRCS), and Kimberly Merlau (FSA) attended the meeting. Staff who submitted names were at the meeting to present material and answer questions. Information for each of the five candidates listed below was provided and committee members took a virtual tour of each farm using the internet. Each presenter provided historical and current information, and committee members were given the chance to ask questions.

FARMS SUBMITTED FOR CONSIDERATION

Bruce Wagner	305 Elm Road, Lititz	Kevin Lutz for Mark Myers
Levi Fisher	115B Blackhorse Road, Paradise	Greg Heigel
Jake & Sam Kauffman	1034 Prawls Hollow Rd, Peach Bottom	Samantha Adams
Clark Oberholtzer	433 Black Barren Rd, Peach Bottom	Samantha Adams
Cedar Valley Farm (Mark and Paul Miller)	2335 Turnpike Rd, Elizabethtown	Kevin Lutz

After hearing all of the presentations and discussing the uniqueness of each farm, the committee proposes honoring Mark & Paul Miller, Cedar Valley Farm, as our 2023 Outstanding Cooperator. This operation was considered at the 2020 Outstanding Cooperator Committee meeting as well. The Millers have a long history of working with both the District and NRCS, and have installed many practices on both owned and rented properties. They have a dairy and pullet operation and farm nearly 300 acres using no-till and cover crops. They have demonstrated a willingness to address conservation concerns on their farm and a desire to be informed about current initiatives and programs as they learn of them.

The Committee also recommends presenting the Soil Stewardship Award to Levi Fisher in 2023. This operation was also discussed at the 2020 committee meeting for Outstanding Cooperator. The committee felt that Levi's impressive transformation of his farm, especially with the large riparian buffer that was installed, has influenced his brother and other neighboring farms to install similar practices. The location of his farm also provides views from the Strasburg Railroad that demonstrates good public relations for agriculture and conservation.

The Outstanding Cooperator Committee recommends that the Board approve granting the 2023 Outstanding Cooperator Award to Mark & Paul Miller, West Donegal Township, and the Soil Stewardship Award to Levi Fisher, Paradise Township.

***Action Required**

**Item IV.2
2022 TREE SEEDLING SALE FINAL REPORT**

RECEIPTS:		
Payments Received (Cash & Checks)	\$ 15,776.75	
Payments Received (Credit Cards)	3,566.00	
Online Sale (Square Website)	24,205.04	
Day of Sales	151.00	
Sale of Extras (Cash, Checks, & Credit Cards)	2,388.30	
GROSS RECEIPTS	\$ 46,087.09	\$ 46,087.09
Customer Refunds	(0.00)	
FFA & Watershed Association 20% Refund	(289.40)	
PA Sales Tax	(2,473.49)	
NET RECEIPTS	\$ 43,324.20	\$ 43,324.20
EXPENSES:		
Pine Grove Nursery	\$ 2,415.37	
Alpha Nursery	5,444.03	
Minders Nursery	4,865.00	
Miller's Greenhouse	4,370.00	
Octorara Native Plant Nursery	3,065.50	
Fruit Tree Nurseries	7,247.78	
Plantra Tree Protectors	3,537.05	
Nursery Dealer Registration	40.00	
Food	108.10	
Farm & Home Rental	537.50	
Postage & Newsletter	925.85	
Supplies	735.31	
TOTAL EXPENSES	\$ 33,291.49	\$ 33,291.49
NET BALANCE		\$ 10,032.71

Following is a list of the number of trees, perennials, and potted stock customers ordered this year.

Douglas Fir-1,200	Red Chokeberry-200	Goldrush Apple-150	Echinacea-156
White Pine-1,600	Redbud-600	Liberty Apple-145	Hollyhocks-216
Concolor Fir-1,050	Silky Dogwood-500	John Boy Peach-140	Jacobs Ladder-168
Blue Spruce-850	Northern Bayberry-500	Duke Blueberry-150	Poppy-252

Honeylocust-600	Sargent Crabapple-225	Blueray Blueberry-250	Salvia-132
River Birch-700	Shadblow Serviceberry-500	Myrtle-63 flats	Thyme-24
Arrowwood-400	Black Cherry-150	Liriope-98 flats	Verbena-132
Persimmon-625	Tulip Poplar-600	Carex-62 flats	Monarda-204
Sugar Maple-400	Swamp White Oak-700	Lavender-24	Tree Protectors-590
Black Elderberry-475	Red Chokeberry-200	Aster-204	Lamium-24
Sweetbay Magnolia-200			Sedum-24

TREE SALE TIDBITS

- 2022 was the 48th Seedling Sale Program.
- **A total of 556 orders were submitted with a net profit of \$10,033**
- Remaining trees and shrubs were donated to DCNR, school groups, and local watershed groups with buffer projects this spring.
- Two varieties of apple trees and blueberries were offered at the sale along with a yellow peach variety; Goldrush Apples, and Liberty Apples along with Duke and Blueray Blueberries and John Boy Peach.
- 2 FFA Chapters participated this year sale. We were able to donate 20% of total sales provided by these two groups (Solanco and Manor FFA's). Total sales for FFA's was \$808.00 so **\$161.60** was refunded for these sales to the local FFA chapters.
- 5 local Watershed Associations participated in the tree sale as a fundraiser for their groups. These orders totaled \$639.00. A total of **\$127.80** was refunded to the organizations for their 20% refunds.
- New this year was the ability of customers to order online through our Square account. This was very popular with over 225 orders coming in through this online service and over half of the total orders coming from online purchases. This was something the Tree Sale Committee was anxious to explore and it is definitely something that will continue in the future because of its success and ease for the customers
- The order form was mailed out to customers and also downloadable from the District's website and emailed to those who have signed up for electronic District communications.
- The sale was once again a drive-thru event this year but we did have some day of sales in the parking lot this year along with free compost donated by Manheim Township.
- The average order was \$78.
- Added a "Round Up" feature this year to the Order form for folks to donate to Environmental Education. This garnered an additional \$516 for the Education program.
- Over 21,000 pieces of plant/ tree material were planted into the soil of our Commonwealth.
- The Drive Thru pick up went well and was made possible by a dedicated tree sale committee and LCCD staff working 4 hour shifts to completely fill over 550 orders. Special thanks to the staff who were a part of the Drive Thru packing, pick up, and clean up.

SUMMARY COMPARISON

Year	2016	2017	2018	2019	2020	2021	2022
Cash Rec'd	\$ 37,669	\$ 47,149	\$ 46,108	\$ 38,551	\$ 44,159	\$ 35,333	\$ 46,087
Profit	\$ 7,257	\$ 9,369	\$ 12,817	\$ 8,544	\$ 10,607	\$ 8,354	\$ 10,033
# Orders	474	560	499	443	487	434	556

STAFF INVOLVED IN COMMITTEE WORK AND DRIVE THRU:

Maddie Klein	Kent Bitting	Shelly Dehoff	Greg Heigel	Kevin Lutz
Amanda Grube	Adam Hartz	Chris Thompson	Samantha Adams	Ashley Spotts
Steve Reiff	Tyler Keefer	Stacey Meyer	Allyson Gibson	Emily Smedley
Amanda Goldsmith	Adam Stern	Holly Shaub	Britton Hartzok	Jim Saltsman
Emma Hamaker	Alex Flurry	Suzanne Kopp	Dave Salley	Megan Blackmon

Respectfully submitted,
 Sallie M. Gregory & Matthew W. Kofroth
 Tree Sale Co-Chairs

**Item IV.3
 2022 PACD /SCC Joint Annual Mtg
 Registration Announcement**

Conservation district directors are invited to register for the 74th PACD/SCC Joint Annual Conference. The conference will take place July 20-21, 2022 at the Red Lion Hotel Harrisburg, PA.

Copies of the meeting agendas will be circulated at the meeting as will a sign-up sheet for registrations.

Committee meetings are open to all to attend virtually according to the following schedule:

- July 6, 2022 1:00 pm to 2:00 pm - PACD Conservation Committee
- July 8, 2022 1:00 pm to 2:00 pm PACD District Employees Committee
- July 11, 2022 1:00 pm to 2:00 pm PACD Education & Outreach Committee
- July 12, 2022 1:00 pm to 2:00 pm PACD Legislative Committee
- July 14, 2022 1:00 pm to 2:00 pm PACD Ways and Means Committee
- July 15, 2022 1:00 pm to 2:00 pm PACD Operations Committee

Item IV.4
2022 Ann Brown Memorial Scholarship Report

The District scholarship program continues to have strong interest with 10 applications this year. The committee decided to interview 8 of the 10 applicants. On May 10th, 2022 the committee of Shelly Dehoff, Suzanne Kopp, Adam Stern, and Gerald Heistand held person to person interviews. As with other years, the committee felt that every candidate interviewed was worthy to receive a scholarship; however, due to limited resources, we needed to have a debate on who should be granted a District scholarship.

After removing three of the candidates from the list, it became apparent that it would be difficult to pick the top two or three because there were four that rose to the top for different reasons. We advertised to provide two \$1,000 scholarships, but a review of an updated finance sheet for 2022 indicated that for 2022 we could provide three and still keep above our self-imposed fund balance of \$65K. [Since 2014 we have kept the balance above \$60K, and since 2019 we have not let the balance drop below \$65K]. **Therefore, the Scholarship Committee decided to grant three \$1,000 scholarships for 2022.** Even though we have a limited number of scholarships to grant, the committee believes that the interview experience is an important benefit for each of the students.

The three winners for 2022 are as follows:

- A \$1,000 scholarship to Connor Eisenbach, a senior at Warwick High School, the son of William and Nicole Eisenbach of Lititz. Connor plans to major in Conservation Biology at ESF State University of New York.
- A \$1,000 scholarship to Mary Weiss, a senior at Manheim Township High School, the daughter of Andy and Randy Weiss of Lancaster. Mary plans to major in Wildlife Biology at Ursinus College, Pennsylvania.
- A \$1,000 scholarship to Chloe Ryan, a senior at Ephrata High School, the daughter of Stacie and Patrick Ryan of Ephrata. Chloe plans to major in Environmental Science with a minor in Wildlife Conservation at the University of Delaware.

District scholarship funds are sent directly to the college, after receiving a copy of the tuition bill from the student. The committee feels honored to be able to interview and recognize students who will make a difference in conservation.

Item IV.5
Audit Letter

Smith Elliott Kearns & Company were in our District office during the first week of May to carry out the 2021 calendar year audit. New this year is a requirement for auditors to prepare an audit planning letter alerting the governing board of areas which require special attention on their part. The four areas they identified as having a potential for weaknesses in the audit process are listed in the attached letter.



Board of Directors
Lancaster County Conservation District
Lancaster, Pennsylvania

We are engaged to audit the financial statements of the governmental activities and each major fund of Lancaster County Conservation District for the year ended December 31, 2021. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

OUR RESPONSIBILITIES UNDER U.S. GENERALLY ACCEPTED AUDITING STANDARDS AND GOVERNMENT AUDITING STANDARDS

As stated in our engagement letter dated February 2, 2022, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with the cash basis of accounting. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we will consider the internal control of Lancaster County Conservation District. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of Lancaster County Conservation District's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit.

We have been engaged to report on budgetary comparison schedule – cash basis – general fund, the combining general fund balance sheet – cash basis, and the combining general fund statement of cash receipts, disbursements and changes in fund balance – cash basis, which accompany the financial statements but are not required supplementary information. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

PLANNED SCOPE, TIMING OF THE AUDIT, SIGNIFICANT RISKS AND OTHER

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to begin our audit in May 2022 and issue our report by July 31, 2022. Kevin B. Stouffer, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

We have identified the following significant risks of material misstatement as part of our audit planning:

- Revenue could be materially misstated
- Journal entries could result in material misstatement
- Grant activity may not be accurately reported
- Payroll could be materially misstated

This information is intended solely for the use of the Board of Directors and management Lancaster County Conservation District and is not intended to be, and should not be, used by anyone other than these specified parties.

Smith Elliott Kearns + Company, LLC

Chambersburg, Pennsylvania
February 2, 2022

Patrick Lou Kidd

Lancaster County, PA

717.572.6487

info@freelandforge.com

SUMMARY

Compassionate and independent US Army veteran with experience working for public works, law enforcement and military. US Army Bronze Star recipient, Order of the Spur recipient, US Army good conduct award recipient, Combat Infantry Badge award and received 3 letters of commendation from Chief of Police. Strong interest in environmental conservation.

SKILLS

Communication

- Experienced in public speaking and teaching youth in public school system
- Mediated Negotiations between public and private parties including death notifications
- Conducted interviews and interrogations concerning criminal matters

Leadership

- Owner and operator of an LLC
- Supervised Municipal public works projects and employees
- Trained Military, Police and Public Works employees

Problem Solving

- Fixed challenges involving personnel, equipment, tools, manpower, community relations and budgeting
- Conducted police counseling between hostile individuals and groups
- Diagnosed the cause of hoof lameness in equine and provided progressive care resulting in their healing

WORK HISTORY

- | | | |
|-----------------------------------|------------------------------|--------------|
| • Blacksmith / Farrier | FreeLand Forge Co. | 2006-present |
| • Water & Wastewater Operator | Earl Twp. / Warwick Twp. | 2018-present |
| • Public Works-Highway Supervisor | Upper Leacock Township | 2013-2018 |
| • Northeastern Regional Police | Northeastern Regional Police | 2009-2013 |
| • Airborne Infantry Scout | United States Army | 2003-2006 |

EDUCATION

- DEP certified Water & Wastewater Operator
- Act 120 Municipal Police Certified
- Class A Commercial Driver's License with hazmat endorsement
- Michigan State Police T.E.A.M. certified
- Scuba & Freediving Certified
- High School Graduate

MAY 02 2022

30 April 2022

Lancaster County Conservation District
Hiring Manager
1383 Arcadia Road
Room 200
Lancaster, PA 17601

717-299-5361

www.lancasterconservation.org

Dear Hiring Manager,

I am writing to apply for a position within LCCD. I have over 20 years of experience in exceeding professional goals within government, military and the farming / equine community. My professional expertise aligns closely with the responsibilities that make the LCCD the great organization that it is.

In my role as Highway Supervisor & Wastewater Supervisor for Upper Leacock Township I charted on a journey to protect our most precious resource, our water. The plans, procedures and field work that I conducted has kept thousands of gallons of salt brine, sediment and wastewater out of our public waterways. Before my leadership calibrating and calculating salt spreading equipment to minimize material use had never been implemented.

The Lancaster County Conservation District would benefit from my skills in the following areas:

- Effective & respectful communications skills
- Superior organizational skills
- Positive attitude under pressure
- Progressive & persuasive problem-solving skills
- 20+ years' experience working for and with the agricultural community

I believe LCCD will continue to be a great success for years to come. I also believe my training and real-world experience will benefit the LCCD culture and community.

My interest is being able to use my communication, organizational and problem-solving skills to strengthen LCCD while working independently in a professional, positive work environment.

If there is a place for me within LCCD, then I look forward to hearing from you soon.

Respectfully,

Patrick Lou Kidd



EMMA FINDEISEN
FARM MANAGER

EXPERIENCE

FARM MANAGER

JUNE 2021-PRESENT

I am currently in charge of managing the schedule and training new employees. I also help with building maintenance which includes keeping everything clean and organized. I also help by fixing appliances, windows, doors, or anything else that is broken. Another part of this job includes being an assistant cheese maker. I also help with marketing through social media and working at various farmers markets. Finally, I help keep the farm as environmentally friendly as possible through nutrient management techniques, limiting water and electricity usage, and through many other practices. Before this I was a farm hand at the same farm from March 2019 until being promoted to farm manager.

PROFILE

Passionate, organized, and motivated employee who can apply project management and researching skills in various environments. Seeking to find a job that will help protect and preserve the environment.

CONTACT

emmafindeisen@gmail.com

www.linkedin.com/in/t.mcgowan

(410)-294-3001

432 Barnes Ave

Westminster, MD 21157

ACTIVITIES AND INTERESTS

- Environmental Conservation •
- Farming • Travel, Hiking •
- Environmental History •

ENVIRONMENTAL DEPARTMENT INTERN AT MCDANIEL COLLEGE

JUNE 2019- JUNE 2020

While having this position I was tasked with maintaining the McDaniel campus garden. This included creating and executing planting schedules, weed control, composting, watering, and other maintenance. For this position I also did research on other campus gardens to gain information to expand current operations and to get students involved. I also created a weekly newsletter for college faculty and staff to stay up to date with our progress in the garden. Finally, I was tasked with creating events and helping with some environmental classes that took place during this time.

EDUCATION

BACHELOR OF THE ARTS IN ENVIRONMENTAL STUDIES

MCDANIEL COLLEGE, WESTMINSTER MARYLAND

MAY 2021

DUAL CONCENTRATION IN BIOLOGY AND POLICY & MANAGEMENT

BACHELOR OF THE ARTS IN HISTORY

MCDANIEL COLLEGE, WESTMINSTER MARYLAND

MAY 2021

GRADUATED WITH HONORS

KEY SKILLS AND CHARACTERISTICS

Skid steer operator • ESRI ARCGIS • Microsoft Excel • Social Media Management • Research, Conversational French • Invasive plant removal on the Eastern Seaboard • Independent Capstone Research: Imperial African Environmental History, Solar grazing on the Eastern Shore

Dylan Bomgardner

Lancaster County Conservation District

Lancaster, PA

To whom it may concern,

I am a recent graduate from Penn State University, and I am interested in the Agricultural Conservation Technician position. I graduated in December 2021 with a major in Animal Science, and a minor in Agribusiness Management.

I think I would be an exceptionally good fit for this position, due to the jobs I have held in previous years, and the experiences that came from them. During my time at Bell and Evans, my technical skills were used during the sample collections and data analysis required during my summer there. I was tasked with finding samples that directly correlate with the subpar footpad scores on Bell and Evans broiler chickens, while also finding possible solutions. Through my landscaping job, I needed to stay self motivated to start a physically demanding workday every morning, while still keeping the attention to detail and finesse required of a landscaper. Even during my short amount of time at Wengers of Myerstown, my communication skills have been crucial, as it is a vital skill for a sales position. Whether it be with a customer or coworker, good communication and people skills are required to make everything run smoothly and efficiently. With these experiences, I think I would be an ideal fit for this position.

I would greatly appreciate a chance to speak with you so I can elaborate on my skills and candidacy as a Conservation Technician. I am confident that my work experience and skills will be beneficial to your office. I am available any day of the week and can be reached by phone at (717) 673-7690. Thank you for your consideration, and I look forward to hearing from you to discuss this opportunity further.

Sincerely,

Dylan J. Bomgardner

Dylan Bomgardner

405 Clear Spring Road
Annville, PA 17003
(717) 673-7690
djbummy24@gmail.com

Education

Penn State University, University Park, PA
Bachelors Degree in Animal Science Business Option
Minor in Agribusiness Management

Experience

Salesman, Wengers of Myerstown February 2022-Present

-I sold tractor parts, requiring communication skills and customer service, while staying extremely organized with paperwork and returned parts information.

Intern, Bell and Evans Summer 2021

-I took barn samples and collected data to solve current issues with broiler chicken growth and footpad scores, eventually presenting my findings and possible solutions to the Bell and Evans production team.

Landscaper, Green Giant Landscaping Summers 2018-2020

-I had multiple labor intensive jobs including hardscaping, landscape installation, and mulching, requiring self-motivation and an ability to multitask.

Activities

Member, Penn State University Block and Bridle Club August 2019-2022

Missions Trip Participant, Midway Church Missions Team

President, Lebanon County 4-H Club February 2013-February 2017

-Coordinated activities and led meetings for 235 members

Honors

2017 NAILE National Champion 4-H Livestock Judge

Pennsylvania Farm Show Academic Scholarship Recipient

Pennsylvania Livestock Association Outstanding FFA member

Skills

-Ability to organize, manage, and lead teams

-Problem solving

-Ability to learn quickly