



**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

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	*6. Updated Personnel Committee Report – Wasco (attachment).....	6
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	<u>Addition to Board Packet:</u>	
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8:45	IV. <u>Reports & Information</u>	
	1. E&S/NPDES Monthly Projects Report – Snyder (attachment).....	21
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***Action Required**

Item I.2
June 2022 DEP Conservation District
Field Rep Talking Points

Growing Greener Plus and Section 319 Grant Programs

The Pennsylvania Department of Environmental Protection announced that \$17.9 million in Growing Greener Plus and Section 319 Nonpoint Source Management grant funds are available to organizations and governments to reduce nonpoint source pollution in their local streams, rivers, and lakes. DEP Growing Greener Plus has an anticipated \$13 million in grant funds available. Priorities include:

- Recommendations in [Pennsylvania Climate Action Plan 2021](#) for best management practices, such as no-till farming, streambank forest buffers, and green infrastructure, that reduce stormwater runoff, enable stormwater filtration into the soil, and assist in future flood prevention;
- A new “Watershed Renaissance” initiative to spur complete implementation of existing watershed plans on small catchment areas in Centre, Huntingdon, Lancaster, Snyder, and Union counties that are identified as agriculturally impaired in the draft 2022 Pennsylvania Integrated Water Quality Report.

The DEP Section 319 Nonpoint Source Management program has approximately \$4.9 million in grant funding available. Funding supports 39 watershed implementation plans for [impaired watersheds around the state](#) and development of new watershed implementation plans for other impaired watersheds in environmental justice areas.

Applications for both Growing Greener Plus and Section 319 grants must be submitted online through the [Commonwealth’s Electronic Single Application web site](#). **The deadline for both programs is 5:00 pm Friday, June 24, 2022.**

Instructions may be found at [Growing Greener Plus](#) and [Section 319 Nonpoint Source Management Grants](#). Information on all DEP funding programs may be found at the [DEP Grants website](#).

NM/MM Delegation – Manure Management ROMs Discussion - After the May 10, 2022 SCC Board meeting, the CBO and SCC scheduled a webinar with the conservation districts for May 23, 2022 to discuss the background, potential funding increase, Required Output Measures (ROMs), and timeline for the Nutrient and Manure Management Delegation. There was also time for a Q&A session at the end of the meeting. The presentation material and the link to the recording of the session was shared with the conservation districts the afternoon of May 23 and a Q&A document is also being developed. The goal of the session was to inform the conservation districts of the expectations, respond to questions regarding the expectations, and to outline the proposed increase in state program funding for the Nutrient and Manure Management Delegated conservation districts from \$60,000 per full time equivalent (FTE) to \$70,000 per FTE. The recording of the presentation is published to the Clean Water Academy here: <https://pacleanwateracademy.remote-learner.net/course/view.php?id=176§ion=14>

REAP Tax Credit and Conservation Excellence Grant Program - The State Conservation Commission adopted revisions to the 2022-23 program year guidelines for the Conservation Excellence Grant Program (CEG Program) and the REAP tax credit. Revisions to the CEG Program gives the Commission and participating conservation districts 1) the option of developing and using a ‘formula/ranking’ criteria matrix for allocations in addition to current available allocation strategies and 2) consideration of any pending enforcement actions with an applicant as part of program application evaluation criteria.

Revisions to the REAP guidelines clarifies several BMP tax credit qualification criteria. Both Guideline packages are effective July 1, 2022 and will be published on the State Conservation Commissions webpage.

Update to 2011 Policy on Utilizing Technology to Facilitate Conservation District Business Meetings

In November 2011 the Commission adopted a policy regarding utilizing technology to facilitate conservation district business meetings. The policy provided guidance to conservation districts regarding the legality of board members participating in conservation district business meetings using telephone conference calls or other appropriate communication technologies.

Given the significant challenges presented during the COVID pandemic for ‘in person’ meetings and the dramatic improvements in telecommunication platforms, the Commission adopted the following amendment to the policy to encourage districts to consider adopting a hybrid meeting format to improve access to their monthly business meeting.

4. *The Commission also encourages all conservation districts to consider adopting a hybrid meeting format (where feasible) that combines the benefits of an in-person public meeting with an appropriate electronic communications method to allow board members and the public to participate from a remote location.*
 - a. *Any hybrid meeting option must comply with the provisions applicable to board member participation outlined in 3(a) – (e) above, and;*
 - b. *Ensure that the public can participate in a manner consistent with the Sunshine Act requirements (e.g. opportunity for public comments).*

The amended policy is effective May 10, 2022. A copy of the amended policy will be distributed to conservation districts.

Building for Tomorrow 2022 Spring Leadership Webinar Series – The Leadership Development Program has scheduled a series of webinars scheduled for early June and includes something for almost everyone:

Quarterly Tech Roundtable: Video Production – Wednesday June 1, 12:00pm – 1:00pm

The first meeting in our Quarterly Tech Roundtable series for all CD personnel to share, discuss, and learn about technology-related topics relevant to conservation district work. This session will focus on video production for conservation districts, and will feature a panel discussion with 2021 Video Awards finalists that will examine how production values, presentation, and messaging contribute to effective video content.

Deep Dives for Directors: SCC Programs – Thursday June 2, 12:00pm – 1:30pm

An in-depth look at SCC programs for conservation district directors, presented by: Johan Berger, SCC Financial Administration, Policy, Certification & Conservation District Programs and Roy Richardson, DGLVR Program Manager.

Introduction to Clifton Strengths for Managers – Wednesday June 8, 12:00pm – 1:00pm

An overview of the Clifton Strengths for Managers assessment tool, associated resources for managers and upcoming programming that will utilize these reports.

Deep Dives for Directors: DEP Programs – Wednesday June 15, 12:00pm – 2:00pm

An in-depth look at DEP programs for conservation district directors, presented by: Karen Books, DEP Environmental Group Manager, Conservation District Support Section, Jaci Kerstetter DEP CDFR, NC Region and Linda Mackey DEP CDFR, SE Region.

Highly Pathogenic Avian Influenza (HPAI)

HPAI is a very contagious avian disease and can make wild birds and domesticated poultry very sick or lead to death. (Please refer to April 2022 talking points)

As you may be aware, Pa is dealing with Avian Influenza in several Lancaster and Berks County flocks, to date. Several control areas are in place the infected flocks.

There is an interactive map available on the PADLS website that shows the location of the infected flock(s) and corresponding control (Quarantine zones). Click this link for a map: [Highly Pathogenic Avian Influenza \(arcgis.com\)](https://www.arcgis.com) USDA also has published a website with 2022 Confirmations of Highly Pathogenic Avian Influenza in Commercial and Backyard Flocks that can be found at <https://www.aphis.usda.gov/aphis/ourfocus/animalhealth/animal-disease-information/avian/avian-influenza/hpai-2022/2022-hpai-commercial-backyard-flocks>

The best line of defense in Biosecurity. Biosecurity should become a habit and not just a practice done when someone is in a heightened awareness situation. All persons should treat wild birds and waterfowl as presumed positive, thus bio-security 24/7 should be followed. We need to increase awareness and practice enhanced biosecurity efforts to protect Pennsylvania's poultry, our food supply, and Pennsylvania's \$7.1 billion poultry industry at large. For more information, please visit the Pa Department of Agriculture's Avian Influenza website at https://www.agriculture.pa.gov/Animals/AHDServices/diseases/avian_influenza/Pages/default.aspx

For movement of poultry or poultry products (Including Manure) a permit for the PDA Bureau of Animal Health and Diagnostic Services (BAHDS) will be required in the control zone. The required permits are needed if manure or manure conveyances (spreaders, etc.) are traveling on and off a poultry farm or a multispecies farm where poultry are located in the control zone.

This e-mail is to make conservation districts aware of when and where permitting manure movement is required consistent with the General Order of Quarantine for HPAI that is being instituted for the Lancaster and Berks County control areas.

The coordinated response between PDA, USDA, PennAg, Penn State Extension, New Bolton Center, PADLS, contractors, and industry has been incredible.

All questions on HPAI should be directed to The Bureau of Animal Health & Diagnostic Services, (717) 772-2852, RA-ahds@pa.gov. All specific program questions can be directed to the appropriate program staff.

PAOneStop and Ag E&S Trainings - The Department and Penn State University have entered into a contract for funding of enhancements and training to complement the Department's technical guidance document entitled "Soil Erosion and Sediment Control Manual for Agricultural Operations" (383-4200-002). The guidance document was published on October 5, 2019, and its purpose is to help both operators/producers and entry-level planning staff better understand the requirements associated with Agricultural Erosion and Sediment Control Plans (Ag E&S Plans). The manual also provides instruction on evaluating an agricultural operation and developing appropriate plans to prevent accelerated erosion and sedimentation through implementation of Best Management Practices (BMPs).

A major component of this project are enhancements to PAOneStop, an online resource developed and maintained by Penn State that is frequently used to create Ag E&S Plans. These enhancements are nearly completed and will ensure that plans developed using this tool will meet Pennsylvania regulatory requirements.

Penn State has recently created flyers with an overview of the PAOneStop tool and they are currently under review. These flyers should be released for use in May and will be useful to conservation district and DEP field staff as they discuss the Ag E&S Plan requirement with operators/producers.

Penn State has also begun holding Ag E&S Planning workshops, with the first taking place in Tioga county. The workshop is aimed towards operators/producers who have not yet developed an Ag E&S Plan. They are guided through the PAOneStop tool and shown the requirements of an Ag E&S Plan. Online recordings have also been developed for this purpose, are currently being finalized, and will be posted to the DEP Clean Water Academy once complete.

The Department previously developed and posted several interactive e-learning courses on the DEP Clean Water Academy related to Ag. E&S, and subject-specific newsletter articles recently published by Penn State Extension are currently being added to the established courses as reference material. Both internal staff and the public can access these courses to assist in addressing erosion and sediment concerns on agricultural operations. Together, these enhancements and trainings will be valuable resources for operators/producers in understanding regulatory requirements and writing an appropriate Ag E&S Plan. Questions may be directed to Megan Porta, meporta@pa.gov.

Clean Water Academy

The Water Quality and Water Resources Course Category in Clean Water Academy have been reorganized. There are now six (6) subcategories that include:

- Water Quality and Water Resources
 - Data
 - Project Management
 - Project Showcase
 - Riparian Buffers
 - Stream Restoration and Habitat
 - Miscellaneous

Check out these courses you may have forgotten about:

[Course: Soil Vulnerability and Conservation Practice Data Presentation - Webinar Wednesday \(remote-learner.net\)](#)

[Course: Chapter 105 Waivers \(Recorded Webinar\) \(remote-learner.net\)](#)

[Course: QuickBooks Training \(remote-learner.net\)](#)

[Course: Implementation of the Blacks Creek AMD Restoration Plan \(remote-learner.net\)](#)

[Course: 2021 - E&S Plan Technical Review \(remote-learner.net\)](#)

Attachment B on the Clean Water Academy – Districts are required to update the Attachment B on the Clean Water Academy for the Chapter 102 and 105 Programs anytime there are staff changes at the district. The Attachment B can be found under the Data Portal. [Course: Data Portal \(remote-learner.net\)](#)

Chesapeake Bay Watershed

Chesapeake Bay Technician and Engineer Contract Renewal Package – On June 1, 2022, the Chesapeake Bay Office emailed the renewal package to the participating conservation districts in the Chesapeake Bay watershed. There will be a conference call held for conservation districts to review the renewal package and the Chesapeake Bay Agriculture Inspection Program Standard Operating Procedure on June 13, 2022 from 2:00 – 3:00 PM. The link to join the conference call was also included with the email provided to the conservation districts on June 1.

Charging Outreach Efforts to Bay Contracts – Districts requesting Bay Funding of newsletters, social media posts, etc. need to have the publications reviewed and approved by Bay Office Staff prior to being published. All written outreach must include a statement indicating that the project was financed in part by a Federal Environmental Protection Agency Grant provided by the PA Dept. of Environmental Protection. The following statement shall also be included in the final documentation: “The views expressed herein are those of the author(s) and do not necessarily reflect the views of EPA, DEP, or any of its subagencies”. This requirement is in each districts’ grant agreement in Attachment E, Special Conditions, Section II Reporting Requirements, Item F.

June 2022 Webinars – During the month of June the Chesapeake Bay Office hosted three Webinar Wednesday sessions. The first was held on June 1st and was titled “Tier 2 County Milestones and Cap Progress Reporting” and provided an overview of the Two-Year Milestone and Annual Progress Report process and timeline to CAP Coordinators and CAP lead entities. The next webinar was held on June 8th and was titled “2022 FieldDoc Walkthrough and Update” and provided county CAP Coordinators and county CAP lead entities with a walkthrough of the FieldDoc website and an overview of the updates to reporting requirements and the FieldDoc User Guide. Lastly, the webinar on June 22nd was titled “Behind the Scenes- Building partnership and managing projects” which highlighted the work being accomplished by Lancaster and Franklin County and gave CAP coordinators the opportunity to share advise and ask questions.

Pennsylvania’s Phase 3 Watershed Implementation Plan – Monthly e-newsletter

The Chesapeake Bay Office produces a monthly newsletter to showcase progress and updates on the statewide Phase 3 Watershed Implementation Plan and our local partners’ Countywide Action Plans. Our newsletter will highlight activities from the CBO and our partnering counties, agencies, and action team leaders; reporting and data tools; funding and grant opportunities; and major announcements.
<https://www.dep.pa.gov/Business/Water/Pennsylvania%E2%80%99s%20Chesapeake%20Bay%20Program%20Office/WIP3/Pages/Newsletter.aspx>

Dates to Remember

SCC Meetings – 1:00 PM

Hybrid Meeting (Red Lion Inn, Harrisburg)	July 20
Hybrid Meeting	Sept 13

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

Conference Call	June 14
Conference Call	Aug 16

Leadership Development 2022 Spring Leadership Webinar Series

Deep Dives for Directors Part 1 (SCC Programs)	June 2	12:00 – 1:30
Introduction to Clifton Strengths for Managers	June 8	12:00 – 1:00
Deep Dives for Directors Part 2 (DEP Programs)	June 15	12:00 – 2:00

Also, check the Conservation District Training/Special Events Calendar at, www.PACD.org Select the "Events" tab and then the "Training Calendar" tab.

Item II.3
Nutrient Management Plan Approval

The Request for Nutrient Management Plan Approval stated that Sam Adams was the reviewer for the Chad Peifer operation. The reviewer should be listed as Amanda Grube.

The Request for Nutrient Management Plan Approval stated that Amanda Goldsmith was the reviewer for the Jeff Mitchell operation. The reviewer should be listed as Troy Zirkle, York CCD.

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 were held last week and the following names have been put forward for consideration.

- Bay Tech position - 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 opening.
- Nutrient Management 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.
- E&S Resource Conservationist position - Stephen Wyld, lives in the Hummelstown area. Stephen was selected because of his 25 years of experience in municipal government. If approved, we expect he would start on June 20th. (new date for all approved candidates to start).
- Data Coordinator – Katelyn Amspacher, currently living in the Lititz area. Katelyn has a variety of training and experience that will help us develop this new position.

Resumes for each of the candidates are attached. The 3rd open Ag position remains vacant. A candidate was selected, but refused having his name put forward for a formal vote.

Staff are requesting Board action to issue a formal “Request to Hire”. If approved, the expected starting date would be June 20th for all except Stephen who would be starting on July 5th.

***Action Required**

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

Professional References

Tom Wolf
Previous employer, mentor
717-884-1960
tom@electricpowersavers.com

Derek Parmer
Utility Colleague
717-300-8456
Dparmer@millersalt.com

Curt Groff
Police Colleague
717-517-0086
Cgroff84@gmail.com

Personal References

Sean Knauff

Friend

717-813-8054

sean@roofridersunlimited.com

Jeremy Wyatt

Friend

732-289-1048

Wyattj54@yahoo.com

Andrew Hogga

Friend

717-201-6709

Andy@universalathleticclub.com



EMMA FINDEISEN

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 •

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.

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

REFERENCES:

Collen and Michael Histon

Owners of Shepard's Manor Creamery
240-388-6633 or 443-547-7827

Dr. Elly Engle

Professor of Environmental Studies, McDaniel College
eengle@mcdaniel.edu

Dr. Jason Scullion

Professor of Environmental Studies, McDaniel College
jscullion@mcdaniel.edu

Kathleen S. Brunnett

Supervisor of Media and Instructional Technology
Department of Curriculum and Instruction
410-751-3494

ksbrunn@carrollk12.org

STEPHEN WYLD

127 Doreen Drive | Hummelstown, PA 17036 | (717)608-5086 |
wyldfam1@comcast.net

OBJECTIVE

To obtain a position with a consulting engineering firm or regulatory agency to provide team staff support for municipal and private sector clients, including land use planning, policy review, construction plan analysis, storm water and waste water inspection and permit preparation.

EXPERIENCE

Zoning/Code Enforcement Officer, Hummelstown Borough June 2021 – Present
Hummelstown, PA

- Responsible for enforcement, record retention, and code amendments for all building, zoning and code enforcement ordinances, including issuance of all permits. Assists in development and implementation of related enforcement programs.
- Attends all municipal meetings and makes presentations before boards and commissions as necessary. See skills.

Assistant Zoning/Code Officer, Hummelstown Borough May 2006 – May 2021
Hummelstown, PA

- Assisted with enforcement, record retention, and code amendments for all zoning and code enforcement ordinances. See skills.

Inspector, Swatara Township Sewer Authority October 2003 – May 2006
Hummelstown, PA

- Inspection of municipal sewer installations, including new development/system extensions. Plan review. General collections system duties.

Insurance Investigator, Investigative Consultant Services May 1999 – October 2003
Camp Hill, PA

- Performed insurance investigations and surveillance for insurance companies.

Asst Borough Manager/Zoning/Code Officer, Hummelstown May 1992 – May 1999
Hummelstown, PA

- Assisted Borough Manager with all aspects of municipal management in a borough setting. Responsible for enforcement, record retention, and code amendments for all zoning and code enforcement ordinances. Assisted in development and implementation of related enforcement programs.
- Attended all municipal meetings and made presentations before boards and commissions as necessary. See skills.

EDUCATION

Penn State University – Masters of Public Administration Program

- Completed 30 of 45 credits towards Masters Degree.

Penn State University – Bachelor of Social Science in Major of Public Policy

- Completed curriculum and multiple municipal management internships while playing baseball for Penn State Harrisburg.

State Certification – Building Code Official

- Current certification through PA Department of Labor and Industry.

SKILLS

- Excellent written and oral communication skills.
- Municipal ordinance and policy analysis, amendments and implementation.
- Ability to work collaboratively with private municipal consulting professionals.
- Comfortable and confident in dealing with clients/contractors/residents.
- Highest level of familiarity with all workings of municipal facilities, administration and public works.
- Represented municipality during all county and state regulatory inspections to include: County Conservation District for E & S compliance and PA DEP for MS4 compliance.
- MS4 coordinator.
- Review subdivision and land development plans for zoning and land use compliance.
- Construction inspection and plan review of waste water and storm water systems.
- Assisted Borough Engineer in construction inspection of land development and subdivision plan public improvements.
- Annual municipal wasteload management report (Chapter 94) preparation.
- Issue building and zoning permits and provide municipal representation for PA Labor and Industry accessibility audits.
- Intermediate proficiency in Microsoft Office suite.

LEADERSHIP

- Solid presentation and public speaking skills to include presentations before municipal boards and commissions.
- Excellent organizational skills including creation of agendas/minutes for monthly municipal meetings.

REFERENCES

- Matt Bonanno – HRG Engineers - Practice Area Leader, Civil – mbonanno@hrg-inc.com - (717)564-1121

- Diane Krug – Tri-County Regional Planning Commission – Associate Director
dkrug@tcrpc-pa.org – (717)234-2639
- Jamie Brubaker – Owner – Lawson Development LLC
jbrubaker@lawsondevelopment.com – (717) 307-0217

Katelyn M. Amspacher, MS

- Experience**
- May 2018- current Southern Illinois University
Carbondale Cooperative
Wildlife Research Laboratory Carbondale, IL
Graduate Research Assistant
- Trapped and tracked striped skunks (*Mephitis mephitis*).
 - Performed necropsies to collect tissue and parasite samples from skunks.
 - Analyzed impacts of landscape features on skunk ecology, behavior, and health.
- August 2016- May 2018 Marshall University Department
of Biological Sciences Huntington, WV
Graduate Teaching Assistant
- Introduced topics to students and answered any questions.
 - Facilitated laboratory experiments.
 - Graded lab reports and other assignments.
- August 2015- December 2015 Heartwood Nursery Felton, PA
Nursery Assistant
- Assisted in propagation of primarily native, woody species.
 - Helped customers find and learn about native species to plant.
 - Performed general maintenance activities such as watering, weeding, and pruning.
- August 2013- April 2015 Shepherd University Academic
Support Center Shepherdstown,
WV
Biology Tutor
- Assisted fellow students struggling with introductory level biology courses.
 - Completed necessary paperwork after each session.
- June 2014- August 2014 Center for Research in Invasive
Species and Small Populations,
The University of Idaho Moscow, ID
NSF Research Experiences for Undergraduates Intern
- Studied the ecology of the invasive cereal aphid, *Metopolophium festucae cerealium*.
 - Designed and implemented a study to identify parasitoid wasps that use the species as a host.
 - Created a presentation to summarize work.

May 2012- Elmira College Department of
August 2012 Mathematics and Natural
Sciences Elmira, NY

Student Research Intern

- Set traps for white-footed mice (*Peromyscus leucopus*) to study microhabitat tendencies of the species.
- Sampled vegetation at each capture location.

January 2012- Elmira College Department of
May 2012 Mathematics and Natural
Sciences Elmira, NY

Assistant Herbarium Curator

- Managed and edited herbarium database.
 - Prepared specimens for storage using proper herbarium materials and techniques.
 - Presented methods via poster at student conference.
-

Education

May 2018- Southern Illinois
current University Carbondale Carbondale, IL
PhD in Agricultural Sciences (in progress, defense June 2022)

- Dissertation: Striped Skunk (*Mephitis mephitis*) Ecology Across an Urban-Rural Gradient in Southern Illinois
- GPA: 4.0

August 2016-
July 2018 Marshall University Huntington, WV
MS in Biological Sciences

- Thesis: Translocation, Occupancy, and Foraging Behaviors of Southern Fox Squirrels (*Sciurus niger niger*)
- Certificate in geospatial information science
- GPA: 4.0

August 2012-
May 2015 Shepherd University Shepherdstown, WV
BS in Biology, ecology concentration

- McMurrin Scholar, highest academic honor bestowed by the university
- Summa Cum Laude
- GPA: overall 3.91 major 3.88

Item III.8
Lancaster County Conservation District
E&S Committee Meeting Minutes
Thursday, May 26, 2022

E&S Committee Members Present: Jay Snyder, Matt Mack, Greg Strausser, Frank Burkhart, Richard Snyder, and Chris Thompson

E&S Team Members Present: Eric Hout, Kaylyn Gordon, Adam Stern, and Alex Flurry

** 1:35 PM -- Meeting Called to Order

1. Florin Hills (Update) – Mount Joy Borough

** Update Provided by Eric Hout

** Due to a Delay in the Manufacturing and / or Delivery of Construction Materials, the Responsible Party(s) Requested a Two (2) Week Extension to the Current Compliance Date

** E&S Committee's Recommendation: To Support the Requested Two (2) Week Extension to the Current Compliance Date.

** Eric Hout Began the Preparation of Enforcement / Penalty Documents

2. 48 Prospect Road (Christian King) – Strasburg Township

** Both Kaylyn Gordon and Richard Snyder Presented the Project Site, and Answered Questions From the E&S Committee

** E&S Committee's Recommendation: Pursue an Enforcement Action (Field Order and / or Penalty).

3. New Vehicle Purchase

** Update Provided by Richard Snyder

4. Updating LCCD's Current Review Application / Fee Schedule

a. Borrow / Disposal Site Fee Schedule – Proposed Three (3) Year Increases

** The Review Application / Fee Schedule Work Group Met on Monday, May 16, 2022, and Presented the Following Proposed Three (3) Year Incremental Fee Increases: Borrow / Disposal Site with Less Than (<) 1 Acre Disturbed and Greater Than (>) ¼ Mile from the Parent Project -- \$600 → \$650 → \$700. The Proposed Fee Increases would Become Effective on 01/01/2023, 01/01/2024, and 01/01/2025, Respectively.

** E&S Committee's Recommendation: To Support the Proposed Three (3) Year Incremental Fee Increases, as Presented by the Review Application / Fee Schedule Work Group.

b. Timber Harvest Projects & Road Maintenance Projects – Proposed Three (3) Year Increases

** The Review Application / Fee Schedule Work Group Met on Monday, May 16, 2022, and Presented the Following Proposed Three (3) Year Incremental Fee Increases: Timber Harvest Projects & Road Maintenance Projects with Less Than (<) 25 Acres Disturbed -- \$700 → \$750 → \$800. The Proposed Fee Increases would Become Effective on 01/01/2023, 01/01/2024, and 01/01/2025, Respectively.

** E&S Committee's Recommendation: To Support the Proposed Three (3) Year Incremental Fee Increases, as Presented by the Review Application / Fee Schedule Work Group.

c. Apartment Complex Determination & Preliminary Fee Schedule

** Update Provided by Richard Snyder, on Behalf of the Review Application / Fee Schedule Work Group

5. Current Workload & Department Staff Update

** Update Provided by Richard Snyder

** 3:15 PM -- Meeting Adjourned

Item III.9
Director Emeritus Nomination

A Director Emeritus is a title granted to a former member of Lancaster County Conservation District's Board of Directors who has exemplarily served for many years, setting overall policy and overseeing the actions of the District, but wishes to step back from regular service. Ken Meck, who retired at the end of 2021 after 25+ years of service to LCCD, is being nominated to join Don Robinson and Bob Wagner as LCCD Directors Emeritus. The Director Emeritus policy is attached for reference.

*** Action is Requested**

Lancaster County Conservation District
Director Emeritus Policy
Adopted December 2014

A. Purpose

A Director Emeritus is a title granted to a former member of Lancaster County Conservation District's Board of Directors who has exemplarily served for many years, setting overall policy and overseeing the actions of the District, but wishes to step back from regular service. Transitioning a director to a Director Emeritus serves several purposes:

1. Emeritus status provides a way to honor an individual who has contributed so much to the operation.
2. Providing the Director Emeritus position allows the District to benefit from the advisory capacity of the director while recognizing their wishes to step down from active service.
3. The Director Emeritus title also gives the District a respectful way to make room on the Board for younger directors.

B. Duties:

A Director Emeritus would be able to continue in his/her specialty -- but as an adviser. For example, someone who specialized in finance as a director might not be involved any longer in the preparation and approval of financial reports. Instead, he/she could advise the Board or its committees. He/she might be invited to travel to certain meetings and events on behalf of the District.

C. Definition

There shall be a category of Board members known as a Director Emeritus who are nominated and elected by the Board of Directors. Directors Emeritus shall be selected from those Board members who have served on the Board of Directors with distinction and excellence.

A Director Emeritus shall be entitled to receive all written notices and information which are provided to the Board of Directors, to attend all Board of Directors meetings, to participate in meetings of the committees in which they serve, and encouraged to attend all other events conducted by the Conservation District. A Director Emeritus shall not be subject to any attendance policy, counted in determining if a quorum is present at a meeting, entitled to hold office, or entitled to vote at any Board meeting.

D. Eligibility:

In order to be considered for designation as a Director Emeritus, a person must be a current or former member of the Board of Directors who:

1. Has served the Lancaster Conservation District with distinction.
2. Held an important leadership role, and made or continues to make significant contributions.
3. Engaged in major volunteer or advocacy activities in his or her service on the Board.
4. Is personally a role model of the ideals and purposes for which the District strives.

E. Election

As warranted, the Executive Committee of the Board will consider a potential candidate for a Director Emeritus position. The Executive Committee will present the nomination along with supporting statements to the Lancaster County Conservation District Board of Directors for its consideration. A simple majority vote of directors present at a meeting at which a quorum is present is sufficient to approve an appointment.

Item IV.1

E&S Report

2022 Report for May

2022 Report

		May 2022	Total
Total Plan Submissions		23	136
Total Plan Acres		307.1175	2600.361
Total Disturbed Acres		154.1905	642.5415
Fees Collected	NPDES Permit Fees Collected	\$9,000	\$52,520
	Chapter 105 Permit Fees Collected	\$0	\$100
	DEP Fees Collected	\$14,600	\$67,700
	E&S Plan Review Fees	\$90,350	\$374,850

Total Complaints for May 2022

<u>Date Received</u>	<u>Municipality</u>	<u>Land Unit Acres</u>
5/3/2022	PENN TWP	53.76
5/5/2022	MANHEIM TWP	6.65
5/9/2022	COLERAIN TWP	5.63
5/9/2022	MANHEIM TWP	6.52
5/10/2022	LITTLE BRITAIN TWP	0.39
5/11/2022	COLERAIN TWP	2.34
5/13/2022	MANHEIM TWP	4.30
5/26/2022	MANHEIM TWP	0.45

2021 Report for May

2021 Report

		May 2021	Total
Total Plan Submissions		21	131
Total Plan Acres		291.426	1673.196
Total Disturbed Acres		141.71	450.3694
Fees Collected	NPDES Permit Fees Collected	\$4,000	\$36,000
	Chapter 105 Permit Fees Collected	\$300	\$6,950
	DEP Fees Collected	\$13,400	\$50,400
	E&S Plan Review Fees	\$74,250	\$253,140

Total Complaints for May 2021

<u>Date Received</u>	<u>Municipality</u>	<u>Land Unit Acres</u>
5/3/2021	MANHEIM TWP	1.2
5/3/2021	WEST EARL TWP	71.28
5/3/2021	MOUNT JOY TWP	12.64
5/4/2021	MOUNT JOY TWP	0.7
5/7/2021	UPPER LEACOCK TWP	59.94
5/10/2021	BRECKNOCK TWP	0.34
5/12/2021	EAST HEMPFIELD TWP	2.26
5/12/2021	EAST HEMPFIELD TWP	2.31
5/13/2021	MARTIC TWP	0.29
5/18/2021	EPHRATA TWP	0.31
5/19/2021	EPHRATA TWP	0.53
5/27/2021	MANHEIM TWP	52.19

Erosion and Sedimentation Plan Submission

5/1/2022 to 5/31/2022

<u>Project Name</u>	<u>Municipality</u>	<u>Disturbed Acres</u>	<u>Fees Amount</u>
Richland Downs	MANOR TWP	0.99	\$500.00
Route 30 Bridge Crossing E&S Only	WEST HEMPFIELD TWP	0.11	\$100.00
Gross Run Stream Waiver 16	EPHRATA BORO	4.22	\$1,800.00
64 Cocalico Creek Road	WEST EARL TWP	0.95	\$800.00
Mennonite Home Minor Mod	MANHEIM TWP	2.43	\$800.00
Rapho Business Park Sewer Ext Major Mod	RAPHO TWP	2.44	\$800.00
250 College Avenue	LANCASTER CITY	5.35	\$8,350.00
Lot 1A West Main Street	UPPER LEACOCK TWP	0.99	\$800.00
2111 Marietta Avenue	EAST HEMPFIELD TWP	0.90	\$1,700.00
Ephrata HS Bldg Addition and Tennis Courts Minor Mod	EPHRATA BORO	2.84	\$800.00
Villages at Funks Farm	MANOR TWP	79.23	\$42,450.00
J&E Grill Manufacturing	EARL TWP	2.65	\$1,600.00
Brian Mull Pipe Outlet Terrace E&S Only	EAST DRUMORE TWP	0.01	\$100.00
Lake In Wood RV Expansion	BRECKNOCK TWP	17.50	\$4,600.00
1515 Ridge Road	LANCASTER TWP	1.44	\$800.00
2620 Miller Road	EAST HEMPFIELD TWP	0.24	\$500.00
Thomas Residence	MANHEIM TWP	0.14	\$500.00
Bethany Mennonite Chapel	EARL TWP	0.38	\$800.00
Steve Petersheim Buildings	LEACOCK TWP	0.95	\$800.00
Fox Lane Fill/Borrow Site	EARL TWP	0.99	\$500.00
Homestead Village	EAST HEMPFIELD TWP	5.59	\$9,050.00
812 Furnace Hills Pike	WARWICK TWP	0.55	\$500.00
Savani Single Home	WEST LAMPETER TWP	0.31	\$500.00
Caleb Strausser Building Minor Mod	WEST EARL TWP	2.40	\$600.00
Rheems Retail Center (Drive Thru Lane)	MOUNT JOY TWP	0.30	\$800.00
Blackhorse Warehouse	EAST COCALICO TWP	30.00	\$7,000.00
Murphy Subdivision	WEST HEMPFIELD TWP	1.39	\$650.00

Outstanding Projects Report - January 1, 2022 through January 31, 2022

<u>Date Received</u>	<u>Project Name</u>	<u>Project Status</u>	<u>Municipality</u>
1/6/2022	Convenience Store Fueling Station Park & Ride	In Review	RAPHO TWP
1/7/2022	Pearl Musselman Loving Trust	In Review	MANOR TWP
1/11/2022	Aaron King SWM	In Review	FULTON TWP
1/18/2022	Zook Residence	In Review	SADSBURY TWP
1/18/2022	Christian Stoltzfus Jr.	In Review	EAST LAMPETER TWP
1/19/2022	Lititz Pike Lots	In Review	MANHEIM TWP
1/24/2022	Kenton Reiff Duck Operation	In Review	RAPHO TWP
1/25/2022	1981 Landis Valley Road	In Review	MANHEIM TWP
1/26/2022	WCTA - Wastewater Upgrade Project	In Review	WEST COCALICO TWP
1/27/2022	Bausman Place Apartments	In Review	LANCASTER TWP
1/28/2022	John Beiler Dairy Expand	In Review	COLERAIN TWP
1/28/2022	Oakridge Drive Extension	In Review	EAST DRUMORE TWP
1/31/2022	Jacob Stoltzfus	In Review	SALISBURY TWP

Item IV.6
Correspondence, News & Updates

The following correspondence, news or update items will be presented at the Board meeting:

- Newspaper Article – Lancaster Farming – Love from the Vineyard Keeper – May 28, 2022
- Save the Bay Journal – Chesapeake Bay Foundation – Spring 2022
- Thank You Card – Lancaster Conservancy – May 17, 2022