

Lancaster County Conservation District
Minutes of the Meeting of the Dirt & Gravel Road QAB
March 3, 2021
5:30 PM

Location of Meeting:

Farm & Home Center & Zoom
1383 Arcadia Rd
Lancaster, Pennsylvania 17601

Present at Meeting:

QAB Voting Members: Herb Kreider (Chairman), Jay Snyder, Jared Boger, and PAFBC Officer Jeff Schmidt

QAB Alternates/Advisors: Frank Burkhart

LCCD Staff: Matthew Kofroth, Bryce Workman, and Christopher Thompson

Public Members: None

The meeting of the Dirt & Gravel Road QAB of Lancaster County Conservation District was called to order at 5:30 PM on March 3, 2021 at the Farm & Home Center by Matthew Kofroth.

The agenda for the meeting was presented.

- Program Purposes
- QA\QC Findings
- D&G Program Budget Review
- Review 2021 D&G Applications
- Forward D&G Projects and QAB recommendations to the LCCD Board

I. Program Purposes

Matt Kofroth stated program purpose as done before every QAB mtg.

- Reduce concentrated drainage
- Reduce sediment pollution
- Reduce impact of roads on the land
- Reduce long – term maintenance costs

***Better Roads Cleaner Streams**

II. Quality Assurance/Quality Control Findings (QA/QC)

Matt gave a review of the audit findings after a year-long review of the program due to the pandemic. He highlighted some of the report's findings.

- The report noted some good items and good projects throughout the teams visit to Lancaster

- It also noted areas that need attention moving forward (i.e staff resources, stream crossings, admin funding, and trainings)
- The report also noted area where the Lancaster program went outside of program policies (i.e. D&G routine stone maintenance cost and off right-of-way projects)
- Within the Administration and Education Section the QAQC report found;
 - More District staff time should be devoted to the program to get better projects on the ground
 - Program funds being used for fish shocker repair and 100% of the District tree sale newsletter cost. These should be a portion of the funding not 100%.
- Within the Projects Section the QAQC report found:
 - Partial awards for some projects, recommends not doing this in future because it is not a complete project
 - Several stream crossing projects were noted for not meeting program policy (i.e. bankfull width, bank margins, and/or Aquatic Organism Passage (AOP))
 - One project was flagged for being all off-right-way, which is not allowed within program policy
 - And several D&G projects were noted for allowing stone cost for routine maintenance which is not an allowable program expense

The QAQC report made program recommendations and required actions.

QAQC Recommendations:

- District should have one person deal with the program and have this staff person spend more time on the program to cutdown on program policy issues.
- QAB should consider funding less projects that are more complete in nature. Limit or eliminate partially funding projects.
- For stream crossing projects, District staff should utilize Trout Unlimited staff for surveys and site assessments, which Matt noted has started to take place over the last year.

QAQC Required Actions:

- All projects the QAB and LCCD Board approve need to be sent to SCC for their approval, which once again Matt noted has been taken place since early 2020.
- District staff more involved in construction oversight/field work.
- More detailed Quarterly Report of activities done under the program, which is taking place currently.
- All district staff involved in the program should take Admin training in the next three months and recommended for QAB and LCCD Board members as well. Matt noted that him and Bryce have taken this training in January of 2021 so this requirement is completed.
- All district staff involved in the program should take ESM training in the next three months and recommended for QAB and LCCD Board members as well. Matt noted that him and Bryce have taken this training as well in January of 2021 so this requirement is completed.
- All stream crossings should follow program policy and involve SCC, TU, and Center staff which has been taking place since early 2020.

- No off-right-of-way projects.
- Use DSA material or 12” of road fill for D&G projects when applicable.
- District must come up with a cost allocation sheet for program expenses and get this approved by SCC.

Matt then went into actions that have been taken to-date dealing with either recommendations or required actions from the QAQC report for the QAB information.

- LCCD has condensed staff devoted to the DGLVR program from 4 to 2 individuals.
- Both staff have taken the required ESM and Admin training recommended in the report in January of 2021.
- All LVR and D&G projects in 2020 and 2021 have been reviewed by Center and SCC staff and this will continue into the foreseeable future.
- LCCD staff recommended to the QAB we discontinue funding stream crossing projects for the time being until the program and staff can get a handle on program requirements.
- Working with LCCD Admin staff to come up with a cost allocation method for admin and education expenses and be shared with SCC this spring.
- Finally, have responded in writing to the comments/accusations in the QAQC report to SCC but unfortunately only 1 comment out of 25 was included in the final QAQC report.

The QAB was also brought up to speed that because of the findings in this report they should expect to see a reduction of funds to the Lancaster program as a result. No Settlement letter has been sent indicating this to-date but the district has been told to expect it any day. When it arrives the QAB will be brought up to speed on the agreement.

III. D&G Program Budget 2021

Matt reviewed the amount allocated thus far within the D&G program for projects and program admin and educational cost and then what remains to be allocated this round. The total the QAB would have this round was determined to be \$122,585.61.

IV. Grant Applications Review and Discussions

1.) Drumore Township – Fishing Creek Hollow Road/T377, drains to Fishing Creek

Amount of Grant Requested: \$20,918 for:

1. Ditches Improved
2. Road Banks Improved

Bryce explained the Township’s plans to improve the bottom section of this 3-mile-long road. He explained how the Twp. has been working with the District and the Center on an update to the long-term plan for this road and for the most part this application followed this plan. There was much discussion on the viability of providing more to this road since several groups and agencies have express interest to the Twp. about closing it to the public. The road continues to see off roading activity that is hard to police and the “mud bogging” on and off the road continues which does not help the long-term base of the road. As much as the QAB would like

to continue to fund projects on this road because of its proximity to high quality Fishing Cr. discussion needs to focus on what is the best use of this road and should it remain open in the future.

In-Kind \$25,900

2.) Elizabeth Township – Pumping Station Road/TR560, drains to Hammer Creek

Amount of Grant Requested: \$119,504 for:

1. Other – New Culvert or Bridge

Bryce explained the Township’s second application for this culvert replacement project since it was not fully funded last round. The twp. has increased the cost of their application this round and would like to add this grant to the one they received last year. Staff discussed the long-term plan for the culvert, the accompanying stream work and then the Walnut Run dam removal at this site. The SCC and Center staff recommends that if the QAB would fund this project that they cancel last year’s grant and use that money and then any additional funds to a new contract. From an admin standpoint this makes things a lot easier. Everyone feels this project fits the program perfectly.

In-Kind none listed

3.) Rapho Township – Whispering Pine Road/T-413, UNT to Denlinger Run

Amount of Grant Requested: \$8,080 for:

1. Ditches Improved
2. Ditch Outlets added
3. Storm Water Improvements

Bryce talked about the Township’s plans to reduce stormwater runoff coming to the road from an off-right-of-way development project. Talked about regrading a swale adjacent to the road and installing two cross pipes at the top of the swale to break off the development water away from the road water. The Center staff did not have a chance to see this site in person but had similar recommendations along with a possible cross pipe at the bottom of the swale which was not listed on the application. There was some discussion as to why the Twp. even allowed the development to happen and why are fixing a problem they created.

In-Kind \$9,426

4.) Martic Township – Horse Hollow Road/TR424, drains to Pequea Creek

Amount of Grant Requested: \$66,200 for:

1. Ditches Improved
2. Road Banks improved

3. Road Base Improved
4. Road Surface Stabilized
5. Storm Water Improvements

Matt explained the Township's plan to shore up a road bank that is falling into the Pequea Cr. Both LCCD staff and Center staff have visited the site several times and both feel the best option for the site is a soil pinning project. Staff then went into detail about what soil pinning is and how it is eligible for D&G funds. Lancaster County has never had a soil pinning project completed in it so this would be a first. There was discussion on the new Twp. roadmaster in Martic and his willingness to work with the program and it appears very well. Overall the QAB felt this was a unique water quality/road improvement project and worth potentially funding this round.

In-Kind \$6,792

5.) Conestoga Township – Green hill Road, drains to Susquehanna River

Amount of Grant Requested: \$3,498 for:

1. Ditched Improved
2. Road Base Improved
3. Road Surface Stabilized
4. Storm Water Improvements

Matt talked about the Township's plans to pave the top section of this Dirt & Gravel Rd. to control road loss since the steepness of this section is very high. The QAB was told this was a recommendation of the QAQC committee when they visited this site over the summer. Paving for a D&G road is not something that is done often but is allowable under the program. Center staff also looked at the site and recommended another drop box to control some of the road runoff from the adjacent road as well but this was not on their application. The project has a small budget because it is just road paving. The QAB was trying to justify paying for such paving even though we did not do this for Low Volume Roads so discussion focused on this for a bit.

In-Kind \$1,997

V. Funding Discussions, Motions and Voting

Matt opened up the discussion on funding asking which way the Board was leaning. There was a general census that Fishing Cr. road should probably be closed and should the QAB continue to fund this road for this reason. If the program stopped funding this road would this open the eyes of the Twp. to potentially close it in the future. This discussion also focused in on if we do not fund it are we doing the program and local water quality justice because there is a resource concern here. All QAB members felt the Elizabeth Twp and Martic Twp. projects were worthy of funding. They had reservations on the Rapho Twp and Conestoga Twp projects for numerous reasons. For this reason, Jay motioned that we cancel 2020 Elizabeth Twp D&G contract for Pumping Station Rd. and provide \$110,000 for this project and fully fund the Horse Hollow rd.

project in Martic Twp. this was seconded by Officer Schmidt. After vote called by Chairmen Kreider it was approved that these two projects would be taken forward to the Board for their approval.

Herb Kreider motioned the following funding be presented to the LCCD Board. Jay Snyder, Officer Schmidt and Jared Boger all approved in favor. Motion passed unanimously.

<u>Municipality</u>	<u>Road</u>	<u>Awarded Amount</u>	<u>Proposed Solution</u>
Elizabeth	Pumping Station Road	\$110,000	Culvert replacement for tributary stream of Walnut Run crossing under the road.
Martic	Horse Hollow Road	\$66,200	Soil pinning along the road bank and stream banks to sure up the road bank.
<u>TOTAL</u>		<u>\$176,200</u>	

Meeting Adjourned at 7:25PM.