

**Lancaster County Conservation District**  
**Minutes of the Meeting of the Low Volume Road QAB**  
**September 7, 2022**  
**6:30 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, Heather Grove, and PAFBC Officer Jeff Schmidt

QAB Alternates/Advisors: None

LCCD Staff: Matthew Kofroth, Tyler Keefer, and Amanda Goldsmith

Public Members: None

The meeting of the Dirt & Gravel/Low Volume Road QAB of Lancaster County Conservation District was called to order at 6:30 PM on September 7, 2022, at the Farm and Home Center's Multi-Purpose Room (and zoom as well) by Matthew Kofroth.

**The agenda for the meeting was presented.**

- Program Purposes
- QA\QC Update
- March Program Workshop
- QAB Policy Update/Revision
- Program Budget Review
- Review 2022/2023 DGLVR Applications
- Forward DGLVR Projects and QAB recommendations to the LCCD Board and SCC

**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 Update (QA/QC)**

Matt gave an update on where things stand regarding work toward remedies for the QA/QC findings.

- Communicating with SCC and Center staff has been very minimal thus far in 2022. Basically, due to a lack of projects being implemented currently in the county.
- This round's DGLVR projects have been reviewed by SCC and Center staff and are approved from their end for funding.

- LCCD staff have been reviewing budget numbers last quarter to match what the SCC/Harrisburg has in comparison with what our numbers were since there were some discrepancies. All of these issues have been worked out and both SCC and LCCD budget numbers match now.
- Funding allocations for 2022/2023 have come out; Lancaster will receive \$100,000 in Dirt & Gravel funds for this year and \$273,802 in Low Volume Road funds.
- District staff is working with SCC and Center staff for another follow-up QAQC visit of program/projects. This next visit will take place November 22, 2022.
- The question was raised if we will continue with the program if municipal interest stays low county-wide. This was discussed at the end of the mtg.

### III. 2022 DGLVR Municipal Workshop Review

Matt reviewed the March 23<sup>rd</sup> DGLVR Municipal Workshop mtg that was held at the Farm & Home Center. Roughly 60 attendees were at this mtg and we talked about numerous topics involving the program from prevailing wage, stream crossings, contracts, amendments, engineering cost, etc. At this workshop we also opened up the current grant round so folks could apply for funding. At the mtg we did conduct a rough poll of the group if they felt the program was worthwhile and worth keeping in Lancaster. The majority of attendees thought the program was worth keeping and would like to see it continue. We then told them that for the current round we would not be funding stream crossings this year. This is where interest in the program appeared to wain off from attendees. We also think this might be why we only received one application this round.

### IV. QAB Policy Update/Revisions

Matt reviewed proposed changes to the Lancaster QAB policy. Most changes are personal matters like who is on the QAB and staff in charge of certain areas of the program. There was also a change of how many open application rounds we would have a year and that has been changed to have several due to low application numbers this round. Jay Snyder made a motion to accept the changes to the QAB Policy and this was seconded by Herb Kreider. All were in favor of the motion.

### V. Program Budget Review

Matt reviewed the amount allocated for each program, D&G and LVR, and then broke down funding for each program’s three categories, Administration, Education, and Projects. Each budget was discussed by staff on what is remaining in each program budget and category, how much has been allocated thus far, and what could be spent in the future on each of these. See the charts below for the budget breakdown per program.

<b>DIRT &amp; GRAVEL ROAD BUDGET</b>	<b>Budget Breakdown</b>	<b>Carry Over Total (Previous Years)</b>	<b>Remaining Balance</b>
<b>Administration Funds (10%)</b>	\$0.00 (Can Claim up to \$10,000.00)	\$0.00	\$0.00
<b>Education Funds (10%)</b>	\$0.00 (Can Claim up to \$10,000.00)	\$0.00	\$0.00
<b>Uncommitted Project Funds (80%)</b>	\$100,00.00	\$12,628.30	\$112,628.30
<i>-\$206,099.00 Committed to 3 D&amp;G projects</i> <i>-\$109,669.50 remaining to be paid to committed D&amp;G projects</i> <i>-TOTAL D&amp;G Project Balance = \$222,297.80</i>			

<b>LOW VOLUME ROAD BUDGET</b>	<b>Budget Breakdown</b>	<b>Carry Over Total (Previous Years)</b>	<b>Remaining Balance</b>
<b>Administration Funds (10%)</b>	\$0.00 (Can Claim up to \$27,380.20)	\$0.00	\$0.00
<b>Education Funds (10%)</b>	\$0.00 (Can Claim up to \$27,380.20)	\$0.00	\$0.00
<b>Uncommitted Project Funds (80%)</b>	\$273,802.00	\$185,862.68	\$459,664.68
<i>-\$152,708.00 Committed to 3 LVR projects</i> <i>-\$76,354.00 remaining to be paid to committed LVR projects</i> <i>-TOTAL LVR Project Balance = \$536,018.68</i>			

## **VI. Grant Applications Review and Discussions**

### **1.) City of Lancaster – East Mifflin Street, drains to Conestoga River**

**Amount of Grant Requested: \$47,323.87** (In-Kind - \$66,466.16)

#### **1. Storm Water Improvements**

Matt talked about the city’s proposal for East Mifflin Street. This application is similar to previous City projects with infiltration trenches or beds under a small dead-end section of East Mifflin St. The City will be doing work on three blocks of East Mifflin St. but the LVR funds will only be used on this dead-end spur since this is the only section that came in under the 500 vehicles a day traffic count policy. Runoff from upslope areas is crossing this section of East Mifflin St. and going across it and impacting downslope neighbors negatively. The idea is to capture some of the first flush in this CSO area and infiltrate it so that less water is going into the CSO but also less water is running off the street to neighboring properties.

Snyder asked if there was a way to divert the water away from the CSO? Staff explained there is an area at the end of the street where a green infrastructure BMP’s could be installed, like a rain garden bioswale, but unfortunately the road slopes away for this area so this option would not be possible currently.

The City was informed that LVR funds could only be used for drainage improvements to the road and not additional issues with the road like paving, utility work, and patching work.

## **VII. Funding Discussions, Motions and Voting**

Matt opened up the discussion on if we should fund the City of Lancaster’s project.

Discussion then switched to why aren’t folks filling out applications. Officer Schmidt asked if the municipalities know how to fill out the application. Staff explained how easy the application is and that no townships have reached out to them saying the application was too difficult to complete.

It was also asked if township’s had ESM certified individuals to do this work. According to LCCD records from the Center who conduct these trainings, we have over 55 individual’s ESM certified in the county for nearly half of the municipalities in the county so ESM certification should not be an impediment. The Center is

always offering new classes and these are being shared with municipal staff if they are interested in this FREE course.

The QAB suggested sending out a survey to municipalities asking about their use of the program and their thoughts. This will be explored further. It was also discussed to reach out to PENNDOT since they are also eligible for these funds but they have never taken advantage of this program. This will be looked into further to see if this might be an avenue for future applications.

Some QAB members are hearing from municipal folks that they like the program but there are a lot more hoops to jump through with this funding so is it not worth it for them to pursue. Some folks feel overwhelmed by all the information and requirements which can be a cause for reluctance. The QAB suggested further local training opportunities might be of benefit to municipal officials and roadmasters.

The suggestion was made that perhaps we only focus on Green Infrastructure type projects that address MS4 requirements for municipalities because that seems to be something both the program and the municipalities need at this point. Also discussed the next QAQC visit and QAB members attendance at this next visit.

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

<u>Municipality</u>	<u>Road</u>	<u>Awarded Amount</u>	<u>Proposed Solution</u>
City of Lancaster	East Mifflin Street	\$47,323.87	Install 2-3 infiltration beds under the roadway to control stormwater to the CSO and Conestoga River.
<b><u>TOTAL</u></b>		<b><u>\$47,323.87</u></b>	

Meeting Adjourned at 7:20PM.