

Pike County Conservation District

AGENDA

Regular Monthly Meeting

Monday, July 20, 2020 9:00am

Pike County Conservation District Office, Route 402, Blooming Grove

Pike County Conservation District is committed to the long-term protection and sustainable use of Pike County's natural resources.

We accomplish this through partnership, education, technical assistance, planning, enforcement, and leadership.

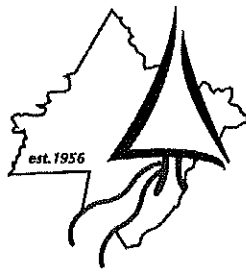
Meeting will be done VIA ZOOM – see email and website

- I Call to order – Pledge of Allegiance – Introductions
- II Public Comment on Agenda Items
- III Action on Minutes of June 15, 2020 meeting (*vote*)
- IV Financial Report (review/file subject to audit)
- V Correspondence Report
- VI Executive Director Report
- VII OLD BUSINESS/Committee Reports
- VIII NEW BUSINESS
 - Request for financial support for Local Producer website – Jenna Mauder, The Cooperage Project
 - Joint Letter with Wayne CD to Governor's office re: HAB task force – Michele Long
- IX PACD Update
- X Cooperating Agency and Other Organization Reports
- XI Executive Session
- XII Public/Press Questions
- XIII Adjourn

NEXT MEETING: MONDAY, August 17, 2020 at 9:00am.

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PIKE COUNTY CONSERVATION DISTRICT BOARD OF DIRECTORS MEETING MINUTES Monday, June 15, 2020

As a result of the COVID-19 outbreak and recommendations from the Center for Disease Control, Pennsylvania Department of Health and the Pike County Commissioners to avoid in-person meetings the Board of Directors meeting was held via Zoom Video Conference Call. Information regarding the conference call was posted on the District website.

ATTENDANCE – Directors: Commissioner Ronald Schmalzle, Scott Savini, Jay Morrow, John Milliken, Kelly Stagen, and Kenneth Coutts. **Associate Directors:** Paul Ranello **Staff:** Michele Long, Ellen Enslin, Jeremy Oettinger, Devan George and Chris Ingulli. **Cooperating Agency Representatives:** Jen Matthews (NRCS). **Directors/Associate Directors Absent:** Mike Spencer, JoAnn Rose and Carole Linkiewicz. **Guests:** Tom Farley (Pike County Solicitor), Michael Ferrence (DEP Attorney), Karl Brown (SCC), Carl Deluca (DEP), Shane Kleiner (DEP), and Carol Comando.

Board Chairman Scott Savini called the meeting to order at 9:00 am via Zoom Video Conference Call. Savini stated the Executive Session would be moved to the beginning of the meeting.

Executive Session: At 9:05 am an Executive Session was held to discuss legal matters regarding Quarry Heights.

The regularly scheduled Board of Directors meeting resumed at 9:58 am.

PUBLIC COMMENTS / QUESTIONS AGENDA ITEMS: None.

ACTION ON MINUTES OF May 18, 2020: Kelly Stagen made a motion to approve the May 18, 2020 Board Meeting minutes. John Milliken seconded. Motion carried.

FINANCIAL REPORT: Staff completed a budget analysis showing current and anticipated impacts from COVID-19 which was provided to the Executive Committee and Board Treasurer the beginning of June. The District anticipates a decrease in expenses such as travel/meals as well as education, which will be done primarily online. These savings will be used to cover extra expenses incurred as a result of COVID-19 such as technology upgrades for remote working. Financials filed subject to audit.

CORRESPONDENCE REPORT: The following correspondence was sent to the members of the board via email: The Northeastern Pennsylvania Environmental Partners Call for Nominations; Pike County Tick Borne Diseases Task Force 2020 Strategic Plan; PACD Spring 2020 Region Meetings Summary; Pennsylvania Envirothon Call for Director Nominations to Conservation District Board of Directors and Managers.

EXECUTIVE DIRECTOR REPORT: Michele Long provided an overview of the Executive Director Report: Pike County will be entering the "Green" phase of the Governors COVID-19 reopening plan and an updated COOP plan for the District has been developed and forwarded to the Executive Committee for review. The Municipal Workshop series will be completed using an online platform. Long asked the board for their input regarding the Annual Picnic scheduled for July 31st at Promised Land State Park. Scott Savini provided each board member with an opportunity to express their opinion

regarding the picnic. After discussion, it was determined the 2020 PCCD Annual Picnic will be cancelled. Communication Coordinator, Devan George, will be interviewing current District Board members to find out why they volunteer and participate on the board, which will be used in a podcast as education and outreach during the District Director nomination process. Any volunteers that would like to participate are asked to contact Devan. The District has been working with DEP on testing the Chapter 102 E-Permitting program. Long expressed her disappointment with the lack of communication and poor timing of the Chapter 102 E-Permitting rollout by DEP scheduled for July 1st. Several District Managers have drafted a letter expressing their concerns with the Chapter 102 E-Permitting Program and communication between District's and DEP that will be provided to the board for review and approval prior to being sent to DEP Central Office.

OLD BUSINESS/COMMITTEE REPORTS: None.

NEW BUSINESS:

2020 Action Plan: Adjustments have been made to the 2020 Action Plan in response to COVID-19. Long suggested several items identified on the Action Plan be delayed until operations return to as close to normal as possible given current circumstances surrounding COVID-19. The following action items will be delayed until further notice: Work with Board, staff and outside consultant to develop branding techniques to rebrand the District image and set up a system for regular and ongoing communications between the District, the Pike County Office of Community Planning, the Pike County Economic Development Authority, the Pike County Commissioners and Municipal Officials. Scott Savini asked the board to allow for Michele to decide what can and cannot be accomplished on the 2020 Action Plan based on current circumstances, staff workload, and resources and bring any potential areas of concern to the board during monthly board of director meetings. The board agreed with Scott Savini's request.

PACD Update: Kelly Stagen made a motion to support the policy which states PACD encourages the PA Department of Agriculture and related agencies to develop a delegated agreement with conservation districts to provide funding and authority to battle invasive species. Ken Coutts seconded. Motion Carried.

Kelly Stagen made a motion to support Armstrong Conservation District's request to move from the PACD South West Region to the North West Region. Ken Coutts seconded. Motion carried.

Stagen also asked that the board continue to monitor legislation that is being introduced that could impact District operations. Long will be sending correspondence to Senator Baker regarding Senate Bill 252 introduced in the Senate that deals with 3rd Party Review of NPDES permits and Districts opposition to the Bill.

COOPERATING AGENCY AND OTHER ORGANIZATION REPORTS:

NRCS: Jen Matthews provided the following update: NRCS completed the ranking for the EQUIP program. Interviews have started for the Conservation Stewardship program and contracts will be written within the coming months.

Carol Comando: Carol asked if the District would be able to participate at one of their meetings for a question and answer session. Michele Long stated she would be sending Carol an email to set something up.

Shane Kleiner (DEP): As District's update their COOP plans they should continue to update DEP on how it will impact the Delegated Programs and required output measures. The Leadership Development Program for Employment Law is available to District Directors and staff to participate. The State Conservation Commission has extended their Leadership Development Program Agreement for another year. The majority of DEP hosted conferences will be held remotely until further notice.

PUBLIC/PRESS QUESTIONS: None.

ADJOURN: Kelly Stagen made a motion to adjourn the June 15, 2020 Board of Directors Meeting. Jay Morrow seconded. Motion carried. Meeting adjourned at 10:29 AM.

Respectfully submitted, Chris Ingulli, Board Secretary.

Pike County Conservation District
Michele Long, Executive Director (ED) Report for July 2020

July Board Meeting Agenda – VIA Zoom conference call – check email and website.

COVID-19 Response – The District office opened back up to the public on June 22nd. Staff have returned to the office on a rotational basis based on workload and current COOP to provide office coverage and technical assistance. Governor's orders and CDC guidelines being implemented.

Conservation Funds for Locally Produced products website- Included with the Board packet is a letter of request from the Cooperage Project requesting funds for website development of a guide to highlight and showcase Pike and Wayne county local producers. It would provide information on locally produced products which is in high demand since COVID19 began. They are working with the Pike County Agriculture Land Preservation Program and other partners on the project. Jenna Mauder will join us at the Board meeting to discuss the project and answer questions. They are requesting \$3,000 in funds to support the project. There are Conservation Funds available to assist with this request.

Joint Letter with Wayne CD to Governors office re: HAB task force - There was a meeting at Lacawac Sanctuary with PLEON (Pocono Lake Ecological Observatory Network) and LWWMD representatives regarding updates on Harmful Algae Blooms (HABS) testing, education and status of a state-wide taskforce which was discussed last fall. Unified messaging with an educational component is being developed. There was a request that the District reach out to the Governor's office to request a HABS task force be developed to develop response protocols for HABS in Pennsylvania similar to programs developed in surrounding states.

Board – Thank you to the Board members who have volunteered to assist with the social media posts to promote the nomination process beginning in August. Staff are currently submitting weekly reports to the ED as we are working remotely and it improves communications and accountability. With this change and in light of the approved Strategic Plan and 2020 Action Plan, the Board packet will be updated in August. It will include an ED report based on goals identified in the Strategic plan and priorities in the Action plan and a delegated program report to include all technical staff activities. These changes will eliminate much duplication in the Board packet and provide a more succinct update of District activities keeping us on track with our goals and objectives. If you have questions or would like to see a draft let me know and we can discuss any concerns.

Grant activities

PACD Mini-grants – Communications Coordinator (CC) is currently working on the rack card for homeowners in cooperation with LWWMD Executive Director Nick Spinelli and WDesign for use this summer. The other PACD mini-grant for a municipal workshop has been restructured as a Pike/Wayne two-part webinar series and scheduled for September 18 and 25. Natural Lands Trust will be developing the invitation to municipal officials and the District and Pike Planning office will be distributing the invites.

DEP EE grant Podcast – The final report for \$1,473.76 was submitted for reimbursement. There are currently 6 episodes on the website if you'd like to check out the great work the team did on the grant project.

DEP EE grant "Leafpack" Project – We were notified that we have been awarded the grant for \$3,000. Due to the nature of the grant in working with the local school district on this project, unknown guidelines on social distancing with the school and myriad of other factors I have notified DEP we will not be accepting the grant. After discussions with the awardee, we can redraft and resubmit for the next round and potentially do the program for 2021-2022.

Growing Greener Watershed Specialist Grant – Each year we need to resubmit a renewal request which was completed the beginning of June. We will also be able to recoup funds for other staff time for work done in the Watershed program for the second quarter of 2020.

Financial – Worked with the Accountant in June and the beginning of July to finalize documents for the audit. Chris will be submitting financial documents to the auditor early July. In many state-wide committee discussions this past month the potential impact of the FY 2020-2021 state budget was discussed. We must keep a keen eye on discussions going into the fall and speak with legislators about the role of the District in our county and to its residents.

Personnel – AM and CC are working remotely due to COVID related precautionary measures. Completed 3 personnel evaluations in June. Ellen Enslin has been with the District 17 years as of June 2 and Jeremy Oettinger has been with the District 2 years on June 11th!

Operations – Staff continue to do daily check-ins which has been extremely helpful in communications as current workloads for all staff have been very busy in all program areas. Staff utilizing Microsoft TEAMS for internal communications. Office back to normal operations.

Education/Media- The first of three webinars was held in June hosted by CC Devan George and SRC Ellen Enslin. The next webinar is scheduled for July 21st with CC Devan George and RC Marianna Quartararo presenting. July is groundwater month so check the social media accounts for promotions. CC is working with Wayne CD Watershed Specialist on the Virtual Camp for students with will take place in August. CC is also working with Pike County Service Forester Garrett Beers on a webinar “What’s wrong with my trees”.

Water Resource Programs –Well run resumed in June and ED is in communications with USGS on any potential impacts to the contract for this project which could potentially be extended. WS Rachel Posavetz and myself met with ARC consultant to discuss COVID protocols and dates to complete the surface water monitoring in August. Currently sampling is scheduled for mid-August. Submitted the annual report for the Sourcewater Protection Plan for the Pike County Jail Complex. ED met with the two new Waterways Conservation Officers in Pike County, Emily Borger and Matt Dietrich who started on June 29th. Wayne CD Manager and myself will be meeting with Penn State Extension on a possible Wayne/Pike Master Watershed Steward Program in July. Provided information to Representative Peifer’s office regarding Shohola Creek upgrade petition (see Board Correspondence).

Leadership Development Committee/SCC/CDAC– Manager Forums have been scaled back to bi-weekly and in between Employment Law webinars. The LDC discussed the upcoming 2021-2022 budget and how the state approved 5-month budgeting decision will impact District funds and the LDC program. All trainings for CD staffing are being developed with an online platform into the 2021-time frame. The CD Advisory Committee discussed policy updates which would include a draft drone policy, a discussion regarding a *Former Conservation District Employees Serving on District Boards* and potential teleworking policy. Drafts of the FY 2020-2021 CDFAP allocations were presented and discussed.

Delegated Programs – Technical Project Update

DEP Northeast Regional office has scaled back to bi-weekly conference calls to provide updates of operations in relation to the delegated programs. DEP staff are still working remotely. Technical staff have done an exceptional job in keeping up with the influx of Plan reviews, complaint investigations and technical assistance. Coordination with DEP NERO and SCC on Quarry Heights project is ongoing. There have also been additional discussions with Dollar General on their Greentown site which is still in violation of permit conditions. SRC Ellen Enslin has also been working with Wayne CD, DEP and PennDOT on 84 Section 450 pollution events.

102 E-permitting – Throughout mid-June technical staff engaged in user acceptance training for the new 102 E-permitting program. Included in your Board Correspondence is a letter that was sent to the DEP Central office from CD managers regarding the lack of communication and concerns with the 102 E-permitting program. Due to a number of critical glitches in the system DEP has postponed the live launch until September.

Large Projects in progress Dollar General Greentown, Greeley, Shohola, and Delaware – corrective action plans are in place for all of these projects, SR 84 Section 448, SR 84 Section 449, SR 84 Section 450, SR 2001, Section 402, Westfall Senior Center, PennDOT Maintenance Garage, Pecks Pond Rehabilitation project, PPL EU Canadensis Tap Cellon Replacement, Delaware State Forest Resource Center (extension granted) , One-Sky, LLC (extension granted), Dingman Plaza, Westfall Shoprite, Fawn Lake Water System.

Meetings/Seminars/Trainings

Date	Meeting/Event Name	Meeting/Event Location
All week days	Zoom meeting check in with all staff	Zoom
6/1, 6/10, 6/22	AM meeting	Zoom
6/8	102 E-Permitting UAT	webinar
6/8	DGLVR webinar	webinar
6/1, 6/8, 6/15,6/22,6/29	Meeting with CC	Zoom
6/2, 6/16, 6/30	DEP NERO check in	Skype

6/3	Employment Law Webinar	GoToWebinar
6/4	Best Practices to create a sustainable work from home workforce – training	Webinar – Scranton Chamber of Commerce
6/9	Natural Lands Trust – PACD mini grant – municipal workshop	Conf. call
6/10, 6/22	Technical staff meeting	Zoom
6/11, 6/17, 6/26	Managers Forum	Zoom – PACD
6/15	PCCD Board meeting	Zoom
6/15	Pike County Department Head meeting	Zoom
6/16	CA series program run through	Zoom
6/17	LWWMD meeting	Zoom
6/18	Pike/Wayne Conservation Partnership meeting	Zoom
6/18	Meeting with Army Corp of Engineers re: numerous projects	Office
6/18	Meeting with new Fish and Boat Commission WCO's	Education room
6/19	2020 Census Call – promotion/education	Conf. call
6/22	Meeting with DEP regarding One Sky LLC NPDES Permit	Skype
6/23	In Your Backyard workshop	PCCD webinar
6/23, 6/26	Discussion with DEP/SCC re: Quarry Heights	Conf. call
6/23, 6/24, 6/26	Staff evaluations	Education room
6/24	Meeting with Accountant	Office
6/24	Leadership Development Committee meeting	Zoom
6/25	Manager Training Subcommittee – LDC	Zoom
6/25	CDAC Committee	Skype
6/30	Meeting with Board Chair	Education room
6/30	Meeting at Lacawac Sanctuary re: HABS	Lacawac Sanctuary

the cooperage project

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board of directors

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Arrah Fisher
Executive Director

July 9, 2020

Pike County Conservation District Board of Directors,

When asked in September of 2019 what The Cooperage Project can do to support their efforts, a farmer responded, "we need customers." During the COVID-19 pandemic, our local producers answered a call to action and proved that they can sustain our regional community's demand and support the local economy. Our partners would like to maintain this momentum, and create a comprehensive, aggregated website to highlight and showcase our Pike and Wayne County producers.

With the support of partners on Wayne Tomorrow's Agriculture Task Force and the Pike County Agriculture Land Preservation Program, we have begun to gather farms and food market location information on a Google map and spreadsheet. This will enable us to efficiently migrate data to a platform with added functionality and features. A web designer will create the website, create a mobile app and perform annual maintenance. The Cooperage Project and the Pike County Agriculture Land Preservation Program will be responsible for confirming entries uploaded to the site.

With our region in close proximity to two major metropolitan areas, \$3.3 billion in spending is attributable to tourism with 57 cents of each visitor dollar spent on lodging, food and beverage (Economic Impact of Tourism in the Poconos - Tourism Economics - April 2019). Creating an aggregated platform for searching the area's producers will aid consumers in finding the products they want at a location convenient for them.

With the site up and running by April 2021, we will migrate the current list of producers into the new platform and reach additional supporters of local products. Our current entry form will be expanded to include hospitality, restaurants and commercial markets that supply Pike and Wayne County grown products. By May of 2021, we will use print and digital advertising to direct consumers to the website. By September

of 2021, we will list a calendar of events directing residents and visitors to agritourism sites.

The needs of our communities have changed due to the COVID-19 pandemic. However, one need remains constant: access to fresh, healthy food. The Cooperage building shifted to support emergency food relief, where once we held a vibrant farmer's market. As the need for our emergency food pantry lifts, our staff is ready to answer the call to action from consumers: Where can I buy locally grown food?

We're asking for you to consider supporting the launch of this initiative at \$3,000. I've included our budget expenses and income. We are looking ahead at eligible grant cycles for the 2020/21 fiscal year to support promotional materials. All partners and sponsors, including the Pike County Conservation District, will be represented on the website with a logo and link to their website.

Thank you for your consideration,

Jenna Mauder
Agriculture and Food Program Manager
The Cooperage Project

the cooperage

Expenses

Item	Total Cost
1. Contracted website and Mobile App Design	8,000
2. Brochures	5,000
3. Brochure distribution (6 months)	4,065
4. Coordinator for the project	6,500
Total Expenses	23,565

Income	
Source	Amount
1. Wayne County Tourism Grant	1,500 (secured)
2. Greater Pike Community Foundation	5,000 (unsecured)
3. Hickory Hill Foundation	5,000 (secured)
Total Income	9,500

Senior Resource Conservationist Monthly Report
 Ellen Enslin, CPESC
 June 2020

Inspections

Date	Project Name	Municipality	Program	Type of Inspection
6-26	SR 84, Section 450	Greene/Palm.	NPDES	Routine partial, sediment pollution (STATE)

Plan & Permit Reviews

Date	Project Name	Municipality	Program	Action
6-1	PPL Canadensis	Multiple	NPDES	Recommendation memo to DEP, review compl.
6-2, 3, 9, 15	SR 84, Section 494	Multiple	NPDES	Application completeness review w/JO
6-5	PPL Canadensis	Multiple	Ch. 105	Acknowledged GP-8 w/PASPGP-5
6-9	One Sky, LLC	Westfall	NPDES	Resubmittal Extension granted
6-16	Breen E&S Plan	Palmyra	Ch. 102	Adequate
6-15	Litz Fill Site	Lackawaxen	Ch. 102	Adequate
6-17	Matrangolo Dock	Lackawaxen	Ch. 105	Acknowledged GP-2 w/PASPGP-5
6-18	PPL BG./Newf. GP-5, SLLA	Multiple	Ch. 105	SLLA information to DEP Central Office
6-22	Aqua PA-Eagle Rock Road GP-5	Lackawaxen	102/105	Adequate/acknowledged
6-24	PPL Newfoundland-B.G.	Multiple	NPDES	On-going application completeness review

Complaints

Date	Complaint #	Municipality	Program	Action
6-5	20-16	Westfall	105 (STATE)	Discussed w/PennDOT, received photographs
6-23	19-41&42	Greene	102/105	Follow-up inspection/meeting for violation resolution
6-30	20-20	Palmyra	102	Yacht Club Drive
6-30	19-44	Palmyra	105/102	Tanglwood GP-11, closed

Technical Assistance

Date	Name	Municipality	Type/Topic of Assistance
6-2	Kai Wicksnes	Lackawaxen	Spoils area development on Route 590, waste requirements
6-3	Complainant	Milford	Recording Quick Complaint
6-4	Dave Weaver	Penn E&R	Discussed PPL Newf. To B.G., municipal notifications
6-5	Matt Schwartz	PennDOT	Discussed Cummins Hill Road slide repair project (STATE)
6-7	John Koss	Palmyra	Provided E&S plan information for fill site (SR 84, Section 450)
6-10	Curt Tran	Entech	Chapter 105 General Permit discussion
6-10	Rick Singer	Penn E&R	PPL Canadensis pre-construction meeting discussion
6-10	Lynn Thomson	Lackawaxen	Discussed requirements for GP-2 on Fawn Lake
6-10	Don Quick	Milford	Complaint investigation on property
6-15	Keith Pfeil	Bl. Grove	Blue Heron Woods, Lot 128 wetland questions
6-16	Merril-Thomson	Lackawaxen	Performed PNDI search for GP-2
6-17	Maegan	Paupack Hills	Provided GP-2 information for potential dock
6-18	Emmett Mancinelli	Bl. Grove	Engineer for Pfeil, Blue Heron Woods, Lot 128
6-18	Palmyra Twp. Res.	Palmyra	Stormwater issues along Lake Wallenpaupack
6-18	Daniel Cohen	Greene	Hemlock Grove Road complaint, Catapano, violation resolution
6-23	Joe Bilda	Milford	Provided SR 84, Section 448 PCSM information for NOT submittal
6-24	Lisa Perry Smith	Bl. Grove	Provided individual lot information for Blue Heron Woods lot
6-24	Robert Ferrante	AECOM	Revision questions re: PPL Canadensis project

Senior Resource Conservationist Monthly Report

Ellen Enslin, CPESC

June 2020

6-25	Mike Fleysher	Lackawaxen	188 Fawn Lake Drive, wetland questions, to purchase property
6-25	Will Whitehead	Kiley	One-Sky riparian buffer questions, procedures
6-25	MaryAnn	Walker Lake	Provided basic Chapter 105/102 information, MQ to follow-up

Meeting / Trainings

Date	Meeting/Event Name	Meeting/Event Location
6-2	DEP/Northeast CD Conference Call	Skype-Conference Call
6-8	Ch. 102 e-Permitting User Acceptance Testing Kick Off training	WebEx-DEP Central Office
6-9	DEP Conference Call-SR 84, Section 494	Skype
6-10	SR 84, Section 450 Progress Meeting	Skype
6-12	ePermitting call w/Nate Crawford	Skype (issues discussed)
6-12	Pike County Ag. Preservation Board Meeting	Zoom
6-16	DEP/Northeast CD Conference Call	Skype-Conference Call
6-16	PPL Canadensis Tap Cellon Replacement	Pre-Construction Meeting (Zoom)
6-18	Top 10 Telework Tips	Webinar
6-22	One-Sky Riparian Buffer Discussion w/DEP	Skype
6-24	SR 84, Section 450 Progress Meeting	Skype
6-30	DEP/Northeast CD Conference Call	Skype-Conference Call

Miscellaneous

Date	
6-2	Correspondence with Nate Fronk (ACOE), re: restrictive covenant on deed for Quarry Heights (PASPGP-5)
6-11, 12,15-18	Chapter 102 ePermitting Testing
6-10	District Technical Staff Meeting
6-15	District Board Meeting
6-15	Drafted In Your Backyard presentation (added comments)
6-19	Community Association Series Program Run-through
6-22	Installing Microsoft Teams, learning program
6-22	GP Discussion w/MQ re: Walker Lake Drawdown
6-22	District Technical Staff Meeting
6-23	In Your Backyard Workshop
6-24	Discussed Orion Pipeline/Litz wetland/stream disturbance with CI
6-25	Meeting with ED and AM re: Monthly Reporting, drafted reporting method after meeting
6-25	Meeting with Executive Director, project discussions
6-29	Reviewed DEP Integrated Water Quality draft report
	Primarily working remotely, in office on 6-11, 23, 25, 30
	District Staff Check-In, each day ~8:15-8:45 am

Personal

Date	Topic/Task
6-12	Partial Sick Day

Administrative Manager Monthly Report

Christopher Ingulli

June 2020

Board/Management Support/Financial Activities

Date	Topic	Reportable Activities
Ongoing	Financial	Code Receipts, Enter bill into Quickbooks, Deposits, Check/Process Mail
Daily	Operation	Check PCCD General Email; respond/distributed where necessary
6/2,6/3	Financial	Evaluate budget status; identify line items that may be adjusted; update budget sheet with current numbers and potential adjustments
6/5	Board	Compile board package materials; scan/email to board members
6/8	Financial	Financial Account May Reconciliations
6/12	Board	May Income/Expense Reports sent to Treasurer
6/15	Board	June Board Meeting
6/17;6/18	Board	Complete June Board Meeting Minutes
6/18, 6/24	Financial	Answer questions from Accountant regarding 2019 Deferred Revenue/Audit
6/24;6/25	Financial	Worked on spreadsheet to bring up-to-date income/expenses for DGLVR program from FY 15-16 through FY 19-20
6/25	Operational	Went over new daily reporting/monthly reporting templates with ED and SRC; follow-up video conference with SRC to discuss changes to the form
6/29	Financial	Called ATT to discuss \$0.04 charge; resolved/fee waived
6/29	Financial	Pulled/Printed remittance, memo, and payment for 1 st – 4 th Qtr. WS Grant
6/29	Financial	Pulled/Printed income received for Pinchot Grant, PACD Mini-Grant (Bioswale), PACD Mini-Grant (GP Brochure)
6/29	Financial	Review DGLVR expenditure report/income + deferred revenue w/ ML

Dirt, Gravel and Low Volume Road Program and Technical Programs

Date	Applicant/Agency	Reportable Activities
6/1	Jeff Sidle (Private)	Tech. Assist via phone / potential site visit for private drive in Lackawaxen Township with erosion issues
6/3	DCNR	Return Tim Dugan's call regarding Ranch Road DG Project; left message
6/4	Quarterly Reporting	Webinar; changes to Quarterly Report & ACH
6/4	DHC	Respond to Amanda and Nicole (Delaware Highlands) regarding a Lackawaxen Township tech. assist for dirt and gravel road issues; provide them with Center for DGLVR technical bulletin link
6/5	Westfall	Complaint taken; added to complaint log; forward to responsible technician
6/5	Flagstone Road	Enter payment information into GIS
6/8	Well Run	North and South Well Run Completed
6/10	Twin Lakes	Tech. Assist regarding pipe replacement in Twin Lakes POA; phone call
6/10	Orion	Email to Mike Letson for update on project; schedule inspection
6/10	SR 739	Email to Bill Theobald for update on NOT; schedule inspection
6/11	DGLVR	Review changes to DSA policy
6/12	Shohola	Phone call with Bob Myers to setup final inspection for Old Shohola Road
6/12	Delaware	Complaint taken; forwarded to technicians
6/12	Palmyra	Spoke with Brian Matthews about status of Old Greentown Road Project
6/12	Porter	Spoke with Terri Koch about status of Whittaker Farm Road Project; followed up with questions to the Center/SCC staff: see email
6/15	Shohola	Setup final inspection for Old Shohola Road
6/16;16/17	DGLR	Remove DCNR roads that were added to GIS during Winter 2019
6/17;6/18	Orion	Status of Orion Project checked; responded to DHC regarding easement question
6/18	SR 739	Contacted Leeward regarding status of SR 739 project/beginning the NOT

		process
6/19	Shohola	Old Shohola Road Final Inspection
6/19	Orion	Setup Orion Inspection
6/22	Orion	Orion Inspection
6/22	Shohola	Questions from Bob Myers regarding bill submittal/final paperwork
6/24	Orion	Video Conference with SRC to discuss violations on the Orion project as a result of landowner actions
6/25	SR 739	Inspection set for next week
6/26	Shohola	Process final paperwork submission for Old Shohola Road LVR; prepare memo/transfer funds/enter bill for final payment
6/26	Shohola	Met w/ Bob Myers to review final paperwork for Old Shohola; memo/bill/transfer funds to complete final payment
6/30	Orion	Complete Orion Inspection Report
6/30	Shohola	Met w/ Ms. Fushe regarding prevailing wage cert. form

Building/Equipment/Vehicle Issues

Date	Location/Service	Brief description of work completed
6/1, 6/5	Verizon	Phone Call to Tim (Verizon) to clarify billing information and next steps for switching providers and activating new cell phone / old iPad; Complete setup
6/1	Equipment	Begin setup process for JO Surface Pro; contacted County IT to complete setup
6/5	Equipment	Install new doorbells
6/6	ATT	Called ATT to cancel service
6/10, 6/16, 6/18	CDW	Contact CDW for Bluebeam availability and pricing; Followup & install
6/11	Building	Contact vendors for reopening; restart regular cleaning schedule and Foxledge water deliveries
6/11	Well	Contact Jaime to shock the well for reopening; email to Mary Ann Seese regarding potential waiver for testing
6/12	Equipment	Work with County IT to complete setup on ED & RC laptop and Surface Pro
6/17	Well	Spoke with Ray (Hemlock); well shocking scheduled for 6/19 morning
6/19	Vehicles	Take Jeep of Inspection
6/22;6/23	Well	Well Shocked / flushed following day
6/22	Software	License information distributed to Techs.
6/23	Equipment	Purchase Webcam for ED, Keyboard/Mouse for iPad, and cleaning supplies
6/23	Software	Downloaded Microsoft Teams and navigated program to learn its functions
6/24	Well	Setup testing date for 6/25; resume monthly testing
6/29	Verizon	Contact Verizon/set phone number to private; setup voicemail
6/30	Equipment	Fix power mode/sleep mode on MQ Surface; google maps/new phone for well run

Meetings/Seminars/Trainings

Date	Meeting/Event Name	Meeting/Event Location/Other
Daily	Daily Meeting	Zoom
6/1	Weekly Meeting	Zoom
6/3	Webinar	2020 Employment Law Seminar
6/4	Webinar	DGLVR Quarterly Reporting changes Webinar
6/9, 6/16, 6/23, 6/30	Workforce Alliance/PSU	Leadership Essentials via Zoom
6/17	Community Association	Help COC and SRC test Community Association presentation on Zoom
6/22	Bi-Weekly Meeting	ED; Office
6/26	Evaluation	Bi-Annual Evaluation w/ ED; Education Room

Resource Conservationist Monthly Report

Marianna Quartararo

June 2020

Inspections

Date	Project Name	Municipality	Program	Type of Inspection
6/3	Westfall Senior Center	Westfall	NPDES	Routine
6/17	Dollar General Shohola	Milford	NPDES	Routine
6/17	Dollar General- Milford	Milford	NPDES	Routine
6/17	Dollar General- Dingmans Ferry	Delaware	NPDES	Routine

Technical Assistance

Date	Name	Municipality	Type/Topic of Assistance
6/1	Rich Tussell	Lackawaxen	Deck within floodway-Musket Ct/Masthope - under 100ac of drainage area- CH 105 waiver applies
6/5	John Benson		Deck within floodway
6/11	Shawn Bolles	Matamoras	Twp project within floodway of Delaware River
6/15	Shawn Bolles	Matamoras	Review DEP & ACOE response for permitting
6/17	SR6 Section 4008	Westfall	Stream work/ E&S BMPs
6/18	Log tavern Lk Com	Milford	Extending sand on beach area
6/29	Email	Delaware	Invasive plant removal
6/29	Email	Blm Gr	Insect on tree
6/30	John Fuller	Westfall	Downtown Baseball
6/30	John Fuller	Westfall	EconoPak

Meeting / Trainings

Date	Meeting/Event Name	Meeting/Event Location
6/8	NPDES PAG-02 online training	Webinar
6/19	Restoration of Landscapes from invasive insects and pathogens	Webinar/ Forest Connect
6/19	Clean Water Acad- Ch 102 E-permitting	Webinar

Miscellaneous

Date	Topic/Task
Ongoing	Daily staff call-in mtg
6/1	Router connection...
6/1	Call to Neil Fisher re: fill-in of pond for future NPDES site
6/1	Call to Rich Tussell re: wetland fill in Friendly Acres & deck building within floodway of UNT to Delaware
6/2	Photos from Bridge Preserve
6/5	Photos/ intro for Bridge Preserve
6/9	NPDES PAG-02 testing/ errors with site
6/10	NPDES PAG-02 site testing
6/11	Email to DPE and ACOE re: Matamoras Twp.project
6/11	Schedule site visit w/ John Fuller re: Econo Pak expansion
6/12	Email chain with B. Mackowski (DEP) re: Matamoras Twp project
6/12	Contact M. Leggerio re: ACOE site visit re: Matamoras Twp Project
6/12	Phone call w/ Central office re: Continued issues accessing Greenport for NPDES online test
6/15	Photos for Bridge Preserve- frequent remote lock up
6/18	Inspection reports/photo logs
6/19	Complete photo logs

Resource Conservationist Monthly Report

Jeremy Oettinger

June 2020

Inspections

Date	Project Name	Municipality	Program	Type of Inspection
6/2	Dingman Township Park	Dingman	102	Routine Partial
6/5	Delaware Plaza	Delaware	102	Complaint
6/25	PennDOT Maintenance Garage	Blooming Grove	102	Routine

Plan & Permit Reviews

Date	Project Name	Municipality	Program	Action
6/1-15	SR 0084 Section 494 Reconstruction	Dingman & Milford	102	incomplete
6/26-29	Indian Trails Club Association	Dingman	105	
6/26-29	Mont Lawn Camp Boys Hill Cabin	Lehman	102	

Complaints

Date	Complaint #	Municipality	Program	Action
6/19	20-17	Dingman	105	Closed
6/19	20-18	Delaware	102	Closed

Technical Assistance

Date	Name	Municipality	Type/Topic of Assistance
6/10	John Ferramosca	Lackawaxen	Provided guidance on GP2 registration
6/11	Sanya Andersen	PA DEP	Provided contact information for Dollar General Greentown NPDES permit
6/11	Peter Liberto	Dingman	Provided guidance on GP2 registration
6/11	Barbara Lenigan	Dingman	Provided guidance on GP2 registration
6/15	Curt Tereschak	PAFB	Provided information regarding Log Tavern Lake complaint
6/16	Barbara Lenigan	Dingman	Walkthrough of GP-2 registration
6/23	David Walker	Dingman	Discussed permitting for docks and boat ramps
6/23	Anna Chryssikos	Dingman	Discussed permitting for docks
6/24	Barbara Lenigan	Dingman	Discussed PNDI requirements
6/24	Steve Christopher	Lackawaxen	Provided information on 105 permit timeframes
6/26	Martin Williams	L.R. Costanzo	Discussed E&S BMP repair
6/30	John Ferramosca	Lackawaxen	Discussed GP2 submissions
6/30	Julie Capece	Dingman	Discussed GP2 submissions
6/30	Nick Hutta	Lehman	Provided information regarding wetland crossings

Meeting / Trainings

Date	Meeting/Event Name	Meeting/Event Location
6/8	Epermitting initial training	Webinar
6/10	SR0084 discussion w/ Brian Mattern and Ellen Enslin	Conference call
6/11	SR0084 494 discussion w/ Brian Mattern and Pete Kawash	Conference call

Miscellaneous – Staff meetings/board meetings are included here

Date	Topic/Task
Daily	Staff check in meeting
6/11-12,16-18	E-permitting testing
6/15	District board meeting
6/16	Chronology and log updates
6/22	NPDES permit correspondence digital filing
6/23	Configured new computer
6/25	Woodlot management article

Communications Coordinator Monthly Report

Devan George

June 2020

Online Media

Date	Media/Event/Exhibit/Presentation	Activity	Performance Statistics
6/10/2020	All	Developed a social media calendar for the remainder of 2020. The calendar details three social media posts a week, every week. Each month has a unique theme related to the work of the District. The posts relate to the theme for the month, upcoming holidays, and general information about the district.	Posts are 70% educational and 30% promotional.
Continuous	Facebook	Developed content, and shared 10 posts. Posted and promoted 4 events. Monitored account, moderated comments, increased page likes and followers.	703 Facebook followers 250 page views 4,859 people reached
Continuous	Instagram	Developed content, and shared 12 posts. Monitored account, answered direct messages, moderated comments, increased page likes and followers	992 followers
Continuous	Website	Updated the COVID-19 response from PCCD, letting the public know about office closings, working from home and the delays on some of projects. Updated the June board meeting events section with the Zoom meeting information so the public was still able to attend. Posted an article on woodlot management for the July Newsletter.	PCCD – 2,083 sessions, 1,843 users (1,791 new), 3,334 page views

Newsletter

Date	Section	Active Contacts
5/1/20	Pike County Conservation District's 2020 Strategic Plan announcement. Describing what it is, how it was drafted, and the new webpage on our website where it could be found in detail.	716 active contacts
	Announcement of our three part webinar series, <i>How your Backyard Activities affect your Lake</i> . Providing links to register and get more information.	
	Announcement of our iSpy game that took place on our social media over the month of June. Marianna Quartararo took pictures of plants and cool things to find at the Cornelia and Florence Bridge Preserve, and on social media we shared them for others to find on the same trails.	
	A recommendation for the Conservation Cast, to encourage more listeners.	
	Access for the newsletter subscribers to read the PCCD response to Covid-19 and what they could expect from us in the coming weeks.	

Grant Activities

Date	Grant Source	Grant Name	Reportable Activities
6/20/20	DEP	Environmental Education Grant	Final report drafted and compiled

Meetings/Seminars/Trainings

Date	Meeting/Event Name	Meeting/Event Location
6/1/20, 6/8/20, 6/15/20, 6/22/20, 6/29/20	Meetings w/ ED	Zoom Meeting
Daily	Staff check-in	Zoom Meeting
6/24/20	6 month Evaluation	Education Room
6/11/20	Wayne Pike Conservation Partnership Meeting	Zoom Meeting
6/15/20	Board Meeting	Zoom Meeting
6/23/20,	Webinar Series " <i>Ways to help your lake stay healthy.</i> "	Zoom Webinar
6/19/20	Webinar series run through	Zoom Meeting
6/2/20, 6/9/20, 6/16/20, 6/23/20, 6/30/20	Training	LinkedIn Learning Webinar

Upcoming Activities/Programs

Date	Program	Activity	Event Location
7/21/20	Homeowner Tips to Protect Clean Water	Community Association Series	Zoom Webinar
8/11/20	Webinar	What's Wrong with my Tree	Zoom Webinar
8/25/20	Getting to Know Your Drinking Water	Community Association Series	Zoom Webinar



PACD Rewind

Monthly Report 06/01/20 – 06/30/20

Greetings everyone! Below is a recap of what's happening with your state association. The information is also available at www.pacd.org or you can always reach out to any member of our staff. Enjoy this month's 'Rewind!'



PACD STAFF REPORT

PACD Membership Activities

Communications

- Updated and managed the PACD listserves
- Updated www.pacd.org
- Sent four *Front Page* e-newsletters
- Submitted twenty-two posts on social media channels
- Compiled and distributed monthly rewind report to membership

Executive Board Meetings

- Held June board meeting using Zoom
- Completed, reviewed, and approved minutes
- Completed July staff report (covering June activities)
- Distributed Zoom board meeting invitations for the remainder of 2020

Phone Project

- Coordinated with Bluetek IT regarding project timeline

PACD Strategic Planning

- Continued implementing strategic plan and released PSA to media and districts

Human Resources and Office Management

- Processed two payrolls
- Held weekly staff web meetings to review projects and facilitate working remotely
- Completed switch to new health insurance
- Updated QuickBooks Vendor and Customer files with district manager information
- Prepared vendor and banking folders for 2020/21 fiscal year
- Prepared payroll binders for 2020/21 fiscal year

- Met with insurance agent on unemployment compensation program

Virtual PACD Committee and Executive Council Meetings

- Held staff prep meeting
- Sent committee invitations and information to committee members for all six committees
- Sent committee meeting information to members
- Tracked RSVPs for members and guests for all six committee meetings
- Sent council information out to
- Continued to receive 2020 PACD Poster Contest submissions
- Prepared 2020 Poster Contest entries for judging

PACD Awards Program

- Wrote awards script
- Wrote award recipient press release
- Prepared draft of PACD award plaques
- Ordered PACD award plaques
- Contacted PACD award nominators to advise of award selection
- Contacted and invited PACD award winners to Executive Council meeting

Future Statewide Meetings

- Discussed future statewide meetings with venues

Marketing Conservation Districts

- Native Plants Public Service Announcement
 - Created and sent native plants PSA to districts, Dave Hess, WITF, WXPB
 - Created animated explainer video on native plants
 - Created webpage on native plants with the video and audio files and scripts

PA Association of Environmental Educators

- Completed bookkeeping entries, deposits, and reports for PAEE, as needed
- Held call with PAEE Board members to discuss bookkeeping duties

Meetings and Events Attended

PACD staff attended/participated in the following events:

- PA Invasive Species Council (PISC) meeting
- SCC Conservation District Advisory Council (CDAC) meeting
- e-Permitting training
- SCC Meeting (via Zoom)
- Met with Lisa Blazure with Stroud about soil health grant
- Allegheny, Blair, Crawford, Luzerne, Northampton, Northumberland, McKean, and Perry board meetings
- Hosted PACD manager meetings using Zoom
- DEP Timber Harvest Training meeting
- Bureau of Forestry Strategic Plan Discussion meeting
- K10 Advisory Committee meeting

Legislative Activities

- Monitored state budget process
- Encouraged districts to send legislators thank you notes
- Monitored legislative environmental bills

Grants and Special Projects

102/105 Technical Training Grant

- 102/105 Technical Training Sessions
 - Worked with DEP staff to finalize contract amendment
 - Continued negotiations with facility related to 2020 event contracts
 - Polled for planning committee meeting date, set date, and began planning meeting prep
- Clean Water Academy (CWA)
 - Courses finished/sent to DEP for review:
 - E&S Manual Chapter 10: Low Hazard Individual Lot E&S Plans
 - Courses started/in-progress:
 - Timber Harvest Activities
 - Channel Calculations, Design, and Review (Worksheet #11)
 - Enforcement Referrals
 - Horizontal Directional Drilling and Inadvertent Returns
- All Bay Meeting
 - Compiled 2020 meeting evaluation information from CWA and sent to DEP
 - Contacted DEP for update on funding for next year's meeting

Agricultural Conservation Technical Training

- Participated in conference call with partners to discuss 2020/2021 funding and training timeline
- Met with Johan Berger to discuss contract
- Submitted 2020-2021 budget to SCC and NRCS for approval
- Basic & Level II Boot Camp
 - Completed ACT Scope of Work for 2020-21
 - Updated timeline for 2020 and shared with SCC and NRCS
 - Updated timeline for 2021
 - Selected catering for Basic fall field days
 - Wrote ACT end of contract year report
- Intro to Conservation Planning
 - Reviewed overnight room block and signed contract
 - Updated online application for 2020
 - Created hotel information sheet
 - Updated prerequisite document
 - Notified districts that the application period is open
 - Identified caterers
 - Canceled Conservation Planning Part 2 at Days Inn
 - Rescheduled Conservation Planning Part 2 for 2021 and reviewed and submitted updated hotel contract

CD-Umbrella Agreement with NRCS (Includes TAG and ACT)

- Received payroll and combined TAG hours on time reporting form for NRCS
- Entered TAG travel in QuickBooks

- Submitted budget projection through 09/30/2021
- Submitted accrual estimate
- Entered TAG time on time reporting forms for NRCS

CREP Cost Share

- Submitted cost share reimbursement request to DEP
- Received and processed CREP cost share payments

CREP Outreach Program Office (COPO)

- Completed one final report and sent district reimbursement
- Posted to Facebook
- Worked with Lancaster Conservation District on Field Walk (postponed till spring)

DCNR Riparian Forest Buffer Program

- Received and reviewed three multifunctional riparian buffer grants
- Reimbursed one district for mid-term report

Engineering Technical Assistance Program Grant

- Prepared and submitted reimbursement request for expenses to DEP
- Continued to update payroll hours using time reporting form for NRCS

Leadership Development Program

- Met with Johan Berger to discuss contract
- Held Leadership Development Committee meeting, Director Training & Manager Training Subcommittee meetings
- Launched Marketing for Management Summit webinar series
- Developed program for Fall Leadership webinar series

PA Nonpoint Source Pollution Education Office

- 2019-20 NPS Mini-grant Round
 - Reviewed 2 final reports and issued reimbursements
- 2020-21 NPS Mini-grant Round
 - Sent 2 reminders agreements needed
 - Reviewed 2 mid-term reports
 - Reviewed 8 materials
 - Sent COVID-19 waiver to mini-grant recipients
- Watershed Specialist Meeting
 - Worked with DEP and Toftrees to cancel the in-person meeting and schedule for 2021
 - Announced the virtual meeting via Front Page and watershed specialist listserv
 - Sent DEP invitation contact list to DEP for update
 - Contacted C-SAW for presentation ideas and details and incorporated them with existing session ideas for consideration



DATES TO REMEMBER

PACD Executive Council Meeting Web Conference

- July 23, 2020, 10 am

Agricultural Conservation Technical Training – Level II

- August 31-September 4, 2020, Dauphin County Agriculture and Natural Resources Center, Dauphin, PA

Agricultural Conservation Technical Training – Basic Level Fall Field Days

- September 9-11, 2020, Dauphin County Agriculture and Natural Resources Center, Dauphin, PA

PACD North West Region Meeting *(tentative)*

- September 25, 2020, Dawndi's Restaurant at Lucky Hills Golf Course, Franklin, PA

PACD South Central Region Meeting *(tentative)*

- September 29, 2020, Cumberland County Conservation District, Carlisle, PA

PACD South East Region Meeting *(tentative)*

- October 1, 2020, Henning's Market, Harleysville, PA

PACD North East Region Meeting *(tentative)*

- October 2, 2020, DEP Northeast Region Office, Wilkes-Barre, PA

PACD South West Region Meeting *(tentative)*

- October 5, 2020, Westmoreland Conservation District, Greensburg, PA

Conservation District Watershed Specialist Webinar Series

- October 6-8, 2020

PACD North Central Region Meeting *(tentative)*

- October 22, 2020, Clinton County Conservation District, Mill Hall, PA

Intro to Conservation Planning

- November 4-6, 2020 *(tentative)*, Pennsylvania NRCS State Office, USDA Conference Center, Harrisburg, PA

Fluvial Geomorphology Training

- November 17-18, 2020, Clinton County Conservation District, Mill Hall, PA

Agricultural Conservation Technical "Boot Camp" Training – Basic Level

- April 12-16, 2021 *(tentative)*, Keystone Conference Center, Ft. Indiantown Gap, Annville, PA (Lebanon County)

Agricultural Conservation Technical "Boot Camp" Training – Level II

- April 26-30, 2021 *(tentative)*, Keystone Conference Center, Ft. Indiantown Gap, Annville, PA (Lebanon County)

STAFF CONTACT INFORMATION			
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- REVISED DRAFT -
July 2020 DEP Conservation District
Field Rep Talking Points

Guidance and Support for Conservation Districts Under COVID-19 – The State Conservation Commission, DEP, PDA, and PACD staff continue to provide support and guidance to conservation districts as they transition their daily operations under COVID-19. The following is a brief summary of some of the guidance and support being offered to the districts.

- Tracking of Conservation Continuity of Operations Plans (COOP plans) - DEP Conservation District Support Section is collecting and tracking district COOP plans. This information is updated daily and is shared with state agency staff and conservation district managers. Information is also being shared weekly with all district staff.
- DEP “Alerts” Webpage - Check this webpage daily for the latest DEP alerts and updated Program guidance during this COVID-19 pandemic.
(<https://www.dep.pa.gov/Pages/AlertDetails.aspx>)
- PDA Nightly Bulletin – PDA has established a “nightly” communication bulletin to help inform the industry and other interested parties. Conservation district managers have been included on this distribution list.
- Leadership Development Program’s Managers COVID-19 Forum – The Leadership Development Program has moved to a bi-weekly Managers COVID-19 forum on ZOOM to allow conservation district managers to ask questions regarding district operations and personnel management under the new COVID-19 operating environment.
- Guidance on Site Inspection and Compliance During COVID-19 – DEP and the Commission have distributed guidance through email to districts regarding site inspections and compliance activities under COVID-19, including:
 - a. DEP Guidance on Site Inspection During COVID-19 (5-12-20).
 - b. COVID-19 Chesapeake Bay Ag Inspection Program Interim Procedure (4-2-20).
 - c. NM Program Alternative Approach to On-Site Status Review (3-19-20).
 - d. Temporary Certification Procedures for Manure Haulers and Brokers during the COVID 19 Shutdown (4-1-20).
- PACD COVID-19 Website Portal – PACD is maintaining a portal on their website to serve as a repository of information related to COVID-19 information that is pertinent to conservation districts. Information on the PACD site includes many of the above documents, plus other guidance from NACD (coverage of districts under new federal COVID-19 legislation) and PACD Legal Counsel on required procedures to follow when furloughing or laying-off district employees.

Employment Law for Conservation Districts – Webinar Series - Adam Long of McNees Wallace & Nurick LLC will present the remainder of the webinar series on Employment Law for Conservation Districts, scheduled for Wednesdays July 8 and August 5 from 1pm – 3pm. A follow up session will be scheduled for September. Topics for the July & August webinars will include harassment training & policy, managing employee absences, wage & employee classification, and best management practices for employee communication, confidentiality, conduct, and performance concerns. All Conservation District Managers and Directors are encouraged to participate in these sessions.

Chapter 102 E-Permitting – Critical functionality issues were identified during the User Acceptance Testing (UAT) for the Chapter 102 ePermit System. The issues identified were determined to not be able to be worked around or addressed prior to the scheduled go live date of July 2. Therefore, the Chapter 102 ePermit System go live date has been postponed, and the scheduled trainings for June 29, 30 and July 1 have been cancelled. The Bureau of Clean Water will provide more information as it becomes available on the future go live date and overall schedule for the Chapter 102 ePermit System.

REAP 90% Draft Strategy - As part of the 2019 PA Farm Bill, the legislation establishing the REAP Program was revised to authorize the Commission to grant REAP tax credits at a 90% reimbursement rate for a select list of practices. Section 1704-E (b) (3) of the REAP enabling law provides for a tax credit equal to 90% of the eligible costs for certain identified best management practices (buffers, livestock stream exclusion, stream crossings, cover crops, soil health management BMPs, and other BMPs as determined appropriate by the Commission. Staff have been working to develop the concepts and draft guidelines for a 90% reimbursement rate option to incorporate into the REAP Program which will be considered for adoption by the Commission at its July 2020 public meeting.

CEG Update - Conservation Excellence Grant (CEG) Update

- **CEG Guidelines** were published in the PA Bulletin on May 2, 2020.
- **CEG delegation agreements** have been executed with Lancaster and York Conservation Districts.
- Fifty percent (50%) **advanced working capital** has been approved by the Comptroller’s Office and advanced working Capital is being processed.
- Commission staff continue to work with district staff to **finalize administrative forms** and processes including grant applications, forms and ranking processes.
- **June 17th** CEG applications were made available on the Commission webpage.
- **July 1st** CEG applications will be accepted by Lancaster and York districts.
- A **webinar** is planned for late June/early July for farmers, consultants and others that are interested applying for a CEG Grant in Lancaster and York counties.
- SCC has been informed that they will receive a **Chesapeake Bay Program Sub-Grant** (CBIG) which will allow SCC to **expand CEG** to at least 2 additional CBP WIP 3 Tier 2 counties.

Dates to Remember:

SCC Meetings

July 22	Virtual
September 15	Virtual
November 10	Virtual

SCC Conference Calls

August 11	8:30am – 10am
October 13	8:30am – 10am
December 8	8:30am – 10am

Chapter 102 E-Permitting

The Chapter 102 ePermit System go live date has been postponed, and the scheduled trainings for June 29, 30 and July 1 have been cancelled. Additional information will be shared when available.

Employment Law for Conservation Districts – Webinar Series

July 8 (Session 2)	1pm – 3pm
August 5 (Session 3)	1pm – 3pm

PACD/SCC Joint Annual Conference

The in-person meeting has been cancelled. PACD business will take place virtually.

July 7 (10-11 a.m.)	PACD Conservation Committee Web Conference
July 9 (10-11 a.m.)	PACD Legislative Committee Web Conference
July 10 (10-11 a.m.)	PACD District Employees Committee Web Conference
July 13 (10-11 a.m.)	PACD Education and Outreach Committee Web Conference
July 14 (10-11 a.m.)	PACD Ways and Means Committee Web Conference
July 16 (10-11 a.m.)	PACD Operations Committee Web Conference
July 23 (10 a.m.-Noon)	PACD Executive Council Web Conference

Conservation District Management Summit 2020 – Webinar Series

September 2 (1-2:30pm)	Managing Remote Work Teams
September 9 (1-2:00pm)	Negotiation Skills Part 1
September 16 (1-2:00pm)	Current Challenges in Volunteer Engagement
September 23 (1-2:00pm)	Employment Law follow-up Session
September 30 (1-2:00pm)	Negotiation Skills Part 2

Agricultural Conservation Technical “Boot Camp” Trainings

Aug 31-Sept 4 (Level II)	Dauphin County Conservation District, Dauphin
Sept 9-11 (Level I, Field Days)	Dauphin County Conservation District, Dauphin

Conservation District Watershed Specialist Meeting

Oct. 6-8	Virtual
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Intro to Conservation Planning

Nov. 4-6	Pennsylvania NRCS State Office, Harrisburg
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Fluvial Geomorphology Training

Nov. 17-18	Clinton County Conservation District, Mill Hall
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Also, check the Conservation District Training/Special Events Calendar at, www.PACD.org
Select the "Events" tab and then the "Training Calendar" tab.

