



Pike County Conservation District

AGENDA

Regular Monthly Meeting

Monday, May 16, 2022 – 9:00 AM

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 & in person – see email and website

- I Call to order – Pledge of Allegiance – Introductions
- II Public Comment on Agenda Items
- III Action on Minutes of April 18, 2022 meeting (*vote*)
- IV Financial Report (review/file subject to audit)
- V Correspondence Report
- VI Executive Director Report
- VII OLD BUSINESS/COMMITTEE REPORTS
 - Communications & Outreach ad hoc committee
 - PCCD EE Grant – Wallenpaupack composting
- VIII NEW BUSINESS
 - Operating Account – Michele Long
 - Jim Andre resignation –Michele Long
 - 2022-2023 CDWS Watershed Specialist Renewal -Michele Long
 - \$14,968.00 transfer from Conservation Fund to Operating account for heating unit replacement – Michele Long
 - PCCD Social media overview –Devan George
 - New Homeowners Rack Card/Website_– Devan George
- IX PACD Update
- X Cooperating Agency and Other Organization Reports
- XI Public/Press Questions
- XII Executive Session
- XIII Adjourn

Immediately following the Board meeting we will be doing the road cleanup along 402 then we will have lunch!

NEXT MEETING: MONDAY, June 27, 2022, at 9:00am. This is the 4th Monday as we are closed on the 3rd Monday in June.

556 Route 402, Hawley, PA 18428

Phone (570) 226-8220 Fax (570) 226-8222 e-mail: pikecd@pikepa.org www.pikeconservation.org



Pike County Conservation District

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PIKE COUNTY CONSERVATION DISTRICT BOARD OF DIRECTORS MEETING MINUTES

Monday, April 18, 2022

The Board of Directors meeting was also held via Zoom Video Conference call.
Information regarding the conference call was posted on the District website.

ATTENDANCE:

Directors: Commissioner Ron Schmalzle, John Milliken, Kelly Stagen, Ken Coutts, Jay Morrow

Associate Directors: Paul Ranello, Jim Andre

Staff: Michele Long, Devan George, Ellen Enslin, Lisa Dolci, Rachael Marques, Jeremy Oettinger

Cooperating Agency Representatives: None

Directors/Associate Directors Absent: Scott Savini, Carole Linkiewicz, Mike Spencer, Jo Ann Rose

John Milliken called the meeting to order at 9:00 am.

PUBLIC COMMENTS / QUESTIONS AGENDA ITEMS: None

ACTION ON MINUTES of February 28, 2022, and March 21, 2022: Ken Coutts made a motion to approve the February 28th and March 21st, Board Meeting minutes. Commissioner Schmalzle seconded. Motion carried.

FINANCIAL REPORT: Jay Morrow stated the Financial Report looked good, on track for the year. Report subject to audit.

CORRESPONDENCE REPORT: The following were distributed correspondence: an Invitation to a Scoping Meeting for the Broadhead Tributaries; Leavitt Branch Dam & Goose Pond Dam on Thursday, April 21st; Letter to PA Department of Conservation and Natural Resources in full support of the DCNR C2P2 Partnerships Grant application to be submitted by the Pennsylvania Association of Conservation Districts to provide lawn conversion training and sub-grants to county conservation districts; The 2022 Management Activities Plan for the Delaware Forest District 4 in Pike and Monroe Counties was distributed.

EXECUTIVE DIRECTOR REPORT: The Surface Water Quality Monitoring began last week, 3 sites have been completed with 13 more to go. There seems to be an influx of Chapter 105 General Permits for Docks. We have received a number of correspondence for the Milford Highlands Property Owners Association in regard to NPDES permits. Part of the community had a permit that expired last year and with the cooperation of the community association we sent out a notification letters to each landowner last March. There are lots that will need an NPDES Permits, and staff are working with the landowners, and in communications with the community association and the township to get any issues resolved. The 84 450 Project started back up. The Enforcement conference has been delayed with the contractor for the PennDOT 84/450 site, we are waiting for dates in May to hold the meeting. The Partners for Regional Invasive Species Management has been included in the state budget this year by the legislators through the PA Invasive Species Council. This would provide funding for education and outreach for invasive species. They are looking at a regional approach to manage invasive species. A Soil One Sheeter has been developed by staff to provide information on how to do a soil test, using native plants and what fertilizer to use. The information was distributed in the April E-Newsletter, on the district website and at the Penn State Extension office. We are working on a Wetlands workshop that will be held on May 14th. There have been several communications received from the DEP and the central office regarding changes to the reporting requirements for the conservation

district Watershed Specialist grant. The districts developed a software program called Practice Keeper to track best management practices for agricultural areas a few years ago. DEP was able to work with a company to make the software available to all conservation districts. In the new grant agreement, DEP will be requesting that each Watershed Specialist track any best management practices that will be implemented through 319 or Growing Greener Grant for the entire county. There will not be any additional funding given to do this task and it is non-negotiable. We have received 3 applications for the Engineer position and have extended the time for the job posting. Michele is working with Monroe and Lehigh Valley Conservation District Managers to broaden the engineer search to receive more qualified applicants. The documents have been submitted to Workforce Development for an Intern position we hope to have assist with all the upcoming projects. We have some building projects that we are trying to get estimates on, we are having a hard time getting contractors and businesses to call back. The PACD Executive Director, Brenda, was looking for information from districts regarding the cost's districts incur to review and inspect PennDOT permits. Funding may become available for districts to review these permits. Our costs for salary and benefits to review these files in 2020 was \$19k, and in 2021 it was \$23k. House Bill 604 was passed in the House of Representatives that will allow NPDES permits to be received in 45 days, it now goes to the Senate then the Governor.

OLD BUSINESS/COMMITTEE REPORTS: Rebranding ad hoc committee – The next meeting will be held on Monday, April 25th. We will be discussing next steps and redefining the goals and establish a new committee name. One of the things we are working on is a Municipal Resource Guide that would give municipalities a guide on who to call for which issue. Michele and Ellen met with Mike Mrozinski and Bryan Snyder at the Planning Office, and they looked at a document from Potter County. They were able to workshop some ideas for what would work best in Pike County.

NEW BUSINESS:

Grant submissions for the Pike County Household Hazardous Waste Program -Rachael Marques and Ellen Enslin have been working with the Pocono Sourcewater Protection Collaborative and the Pike County Planning office to set up a Household Hazardous Waste Program. The event will take place on October 29, 2022. Due to the high costs associated with running the program, we are pursuing a number of grant options for available funding to lower the cost to homeowners who attend the event. Rachael has applied for a grant through American Water for \$5k for some of the set costs that include the dumpster, water for the dumpster, and mobilization fees from the company. DEP has a grant available that will cover about half of the total costs, and we can apply for funding from CHEMSWEEP that will eliminate the cost to remove pesticides. Ken Coutts made a motion to approve the letter of intent to CHEMSWEEP. Kelly Stagen seconded. Motion carried.

2022 Environmental Education Grant for \$2,562 for Leaf Pack Network to the Wallenpaupack Area -At the end of last year, the Board approved a letter of commitment to apply for a grant through the DEP Environmental Education Grant for Leaf Pack Network to the Wallenpaupack Area. The application was approved. Rachael is partnering with Stroud Research Center and Jamie Bartholemew from the Wallenpaupack School District on the project. John Milliken made a motion to approve the Leaf Pack Network contract. Ken Coutts seconded. Motion carried.

2022 Environmental Education Grant for \$2,908 for Dingman Township Park Pollinator Garden- At the end of last year, the Board approved a letter of commitment to apply for a DEP Environmental Education grant proposal for a Pollinator Garden at Dingman Township Park. The application was approved. Ellen will be working with the Township and Master Gardeners to install a sun/dry pollinator garden on an existing lawn area and in a wet shaded area they will be putting wet/shade pollenating plants, signage, and soil. This was a project identified in their master park plan. Kelly Stagen made a motion to approve the contract for the Pollinator Garden. Ken Coutts seconded. Motion carried.

ACT 13 funding request for the Groundwater Level Monitoring Program - Groundwater Level Monitoring Program has been conducted by staff since 2009. We have received 4 separate grants through the Scenic Rural Preservation Program to fund this program. The program is an ongoing study to monitor groundwater levels in the county. There are 20 different sites that our watershed specialist goes to and reports their findings to USGS each month. That information gets submitted into a live database that can give you historical data on the water levels. Michele has spoken to the Commissioner's office for funding for the next four years with a total cost of \$34,400. Kelly Stagen made a motion to request Act 13 funding from the County Commissioners to continue this program. John Milliken seconded. Motion carried.

Cooperating Agency and Other Organization Reports:

PACD – Kelly Stagen stated that it is important for us to reach out to the legislators for conservation district funding. Last week Senator Gene Yaw who is Chairman of the Environmental Resources and Energy Committee made a nice statement for Conservation District Week. PACD will be voting at the summer meeting on their budget and dues increase for districts, more information will become available over the next couple months.

DEP – Michele stated that DEP announced the Growing Greener Plus Grant and Section 319 will be opening April 22nd. The Statement of Financial Interest from the Board are due by May 1st.

NRCS – Jen Matthews sent out a local workgroup meeting invitation for May 3rd. Michele and Jim Andre will be attending the meeting in Scranton. The NRCS was looking at a project in Milford Township that Ellen and Michele are working on a stream restoration project along the Vandermark Creek. There is a lot of deterioration along the creek that is affecting landowners.

EXECUTIVE SESSION: There was a brief Executive Session held to discuss legal matters at 9:49 am.

PUBLIC/PRESS QUESTIONS: None.

ADJOURN: Ken Coutts made a motion to adjourn the Board of Directors Meeting. John Milliken seconded. Motion carried. Meeting adjourned at 10:00 am.

Respectfully submitted,

Lisa Dolci, Administrative Assistant

DRAFT



Coleman-Graham
Rita Graham

WORKSHOP FOR NONPROFITS

Exec. Directors:

Prepare your organizations for your retirement or departure. Learn how to develop a plan to survive and thrive during leadership transitions.

June 3rd 9:15-4:00

Indiana Co. Conservation District
435 Hamill Rd, Indiana PA

- registration fee \$160
- 2nd attendee/org. \$80

Succession Planning for Nonprofits

- define succession planning
- 3 types of succession plans
- roles, responsibilities and timelines
- practice developing key plan elements
- discuss barriers to planning and remedies
- what is your legacy?

INTERESTED: CALL 724-963-5683

rcolemangraham@gmail.com

Succession Planning for Nonprofits

Date: June 3rd, 9:15 am – 4:00 pm

Location: Indiana Co. Conservation District
435 Hamill Rd, Indiana PA 15701

Instructor: Rita Graham



REGISTRATION FORM

*****REGISTRATION DUE BY MAY 19*****
class limited to 30 attendees

Name(s): _____

Address: _____

E-mail:* _____

Phone#: _____

Organization: _____

Fee \$160 _____
2nd Person/Organization \$80 _____
Lunch Provided

Total Amount Enclosed \$ _____

* payment receipt will be emailed to you

Please mail completed form with check payable to:

Rita Graham
COLEMAN-GRAHAM
173 Rankin Road
Farmington, PA 15437

Call 724-963-5683 with any questions

Michele Long

From: managers@mail-list.com on behalf of Matt Miller <mmiller@pacd.org>
Sent: Wednesday, April 20, 2022 8:08 AM
To: managers@mail-list.com
Subject: [managers] Register Now for 2022 Spring Leadership webinar series

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

The Building for Tomorrow 2022 Spring Leadership Webinar Series is 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.

Matt Miller
Leadership Development Coordinator
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Financial and other support for the Building for Tomorrow Leadership Development Program is provided through a grant from the Pennsylvania State Conservation Commission. Guidance for the Program is provided through the Pennsylvania Conservation Partnership's Leadership Development Committee.

You received this message because you are subscribed to the Conservation District Managers Listserve.

PACD - 5925 Stevenson Avenue, Suite A, Harrisburg, PA 17112-1788

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<https://member.mail-list.com/u?ln=managers&nm=mlong%40pikepa.org>

Michele Long

From: Bustam, Tinelle -FS <tinelle.bustam@usda.gov>
Sent: Thursday, May 05, 2022 3:14 PM
To: Bustam, Tinelle -FS
Cc: Wesche, Matthew - FS
Subject: RESPONSE REQUESTED: GTNHS Strategy

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello friends and partners of GTNHS,

The U.S. Forest Service at Grey Towers National Historic Site is drafting a new strategic initiative to administer the grounds and facilities in accordance with the Grey Towers National Historic Site Act of 2004 and we are inviting your participation. I am gathering input from local community groups, partners, and stakeholders for our future strategy and value your feedback. My goal is to publish a 2022 Grey Towers NHS strategy aligned to community and public interest while honoring the Grey Towers National Historic Site Act of 2004.

The Act sets guiding principles so the Forest Service has a framework to make decisions on public programming events and how to best serve the public. The Act requires we engage in education demonstration projects, conduct research related to conservation, preserve and maintain the grounds, and otherwise maintain the Site for public recreation and enjoyment. The overall spirit of the legislation is we approach our mission similarly to how Gifford Pinchot approached his work and continue to honor his legacy.

Keeping the intent of the Grey Towers National Historic Site Act in mind, I would like your input on possible future programs and services, ideas, and uses of the Site. **I ask that by 6/20/22, you provide feedback and indicate your preference for in-depth discussion using the following link: [Grey Towers Strategy Survey](#).** We anticipate to hold discussions for those who desire them, in the Fall.

For any questions or comments, please reach out to Matt Wesche at Grey Towers National Historic Site at matthew.wesche@usda.gov or 570-296-9635.

With care,



Tinelle Bustam, PhD
National Director, Conservation
Education and Director (acting)
Grey Towers National Historic
Site

Forest Service
State and Private Forestry

p: 202-945-7672

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Caring for the land and serving
people

Pike County Conservation District
Michele Long, Executive Director (ED) Report for May 2022

Board Agenda

Old Business/Committee Reports

- Communications and Outreach ad hoc committee – Committee met April 25th at the District office to refine goals. The notes from the meeting are included in the correspondence.
- Wallenpaupack EE grant presentation – the Wallenpaupack students will be on hand do provide a presentation of how they utilized their \$500 PCCD Environmental Education grant funds for their composting project.

NEW BUSINESS

- Operating Account – There was some fraudulent activities that were discovered during the monthly bank reconciliation. We have filed a police report and are working with the bank on resolving the issue. I will be working with the Executive Committee on next step recommendations for the Board meeting. Our financial policy states that if we are closing or opening a bank account it must be approved by the Board of Directors.
- Jim Andre resignation – Jim sent an email to the Board Chairman and me that him and his wife are moving South and will no longer be on the board.
- 2022-2023 CDWS Watershed Specialist Renewal -We received the renewal documentation for the Watershed Specialist (WS) for \$45,250. There is a change in the deliverables which includes additional duties of the WS to enter in data for the DEP Section 319 and Growing Greener grant goals and project accomplishments. The cover letter with a brief explanation is included in the Board packet.
- \$14,968.00 transfer from Conservation Fund to Operating account for heating unit replacement – The heating unit needed to be replaced and the second will need repair in the very near future. The Executive Committee approved the repair of both in the hopes to save money in the long run and not leave us without an operational unit in the future. There was a fund analysis done by the Executive Committee before making this decision to make sure we will have funds on hand in case of emergencies. The request is to move \$14,968 from the Conservation Fund to the Operating Account to pay for this replacement.
- PCCD Social media overview – Communications Coordinator Devan George will review the social media platforms and demonstrate some of the work we have done to get the word out regarding the District.
- New Homeowners Rack Card/Website – PACD Minigrant- Devan George will review this new rack card, the coordinating webpage that was developed on how it will be distributed. This rack card was developed with new landowners in mind.

NATURAL RESOURCE CONSERVATION

Provide advocacy for Pike County's natural resource assets – protecting sensitive natural environments, conserving the quality and quantity of soil and groundwater resources and Pike County's special protection surface water resources.

Surface Water Quality Monitoring

- Spring macroinvertebrate sampling is nearly complete with a few sites left to complete in May. Most the YSI meter parts have come- just waiting on one piece but Rachael has been able to make things work with what we have by using the old and new parts. Rachael also assisted Paul Wilson with East Stroudsburg University with Delaware River Watershed Initiative water quality sampling along the Twin and Walker Creeks site. This is part of a large study in the Pocono Kittatinny cluster for the William Penn Foundation.

Groundwater Monitoring

- Well run was completed in April by the Watershed Specialist. Submitted ACT 13 funding request to the Commissioners for the continuation of this program beyond September 2022.

102/105 Delegated Programs

- See attached Technical staff April report for specifics on Projects/permitting activity.
- Enforcement conference for contractor for the PennDOT 84/450 site has been delayed until May.
- Enforcement conference held for landowner from Milford Highlands for failure to submit an NPDES permit.
- Construction is in full swing; a number of pre-application and pre-construction meetings have been held in April. Blue Heron Woods has a number of folks looking for technical assistance on plan revisions for new homes; pre-construction meeting with Aikolai Inc on lots 1& 6 NPDES permit; Wild Acres Sewage NPDES permit issued; Dollar General Dingman#2 preapplication meeting; Pocono Lakefront pre-construction meeting rescheduled for May; SES Hawley Facility NPDES submission
- Worked with numerous landowners, property owners association and some attorneys on questions regarding Milford Highlands POA properties needing an NPDES permit. Staff have spent a significant amount of time on these discussions.
- A fee waiver was submitted from the Pike County Commissioners for the Rattlesnake Creek Bridge Replacement which was granted by the Executive Committee per our Fees for Services Policy.
- Site visit with NRCS staff along Vandermark Creek on severe streambank erosion issues. NRCS staff will provide recommendations to the District and we can discuss next steps if we can help landowners with grant funding.

Forest Stewardship/ Spongy Moth Program/Spotted Lanternfly

- We received a good response from Municipal officials on circle traps for municipal parks. Marianna has started the distribution of

them as well as provide additional materials and direction on how to use the circle traps.

Dirt Gravel and Low Volume Roads

- Ellen has been working with Porter Township and Shohola Township on a D&G applications. A QAB meeting is planned for June 3 to discuss funding, applications, and the stream crossing policy.
- Proposed allocations by the State Conservation Commission for Dirt and Gravel road are \$100,00 and Low Volume road are \$40,000. These are the minimum amounts allowable and will be approved based on the state budget.

Lake Communities water quality/Invasive Species

- Reviewed information distributed by the PA Invasives Species Council (PISC) to support funding for the PRISM program in Pennsylvania. Sent out letters of support to legislators to fund this program after board review.

CONSERVATION EDUCATION AND COMMUNITY OUTREACH

Expand conservation education, integrating it as a component of all District conservation programs. Market the District as a recognized leader in natural resource protection in Pike County by utilizing branding techniques in promotion of the District to all audiences.

102/105 education

- There will be an Engineering workshop on May 18th in cooperation with the Monroe County Conservation District staff. Ellen and Jeremy will be presenting at the workshop.
- The wetlands workshop will be held on May 14th at Camp Speers Eljibar. Ellen and Devan have been working with Mike Leggerio of the Army Corp of Engineers on program development. We will be giving away 2 field guides as incentives to attend the hike.
- Devan and Jeremy worked on a Soil educational podcast which was released the end of April.

Pike/Wayne Conservation Partnership

- The Pike/Wayne Envirothon was held at individual schools. "We Rock the World" team of Wallenpaupack will go on to states for Pike county. Devan did a great job coordinating with the schools and getting the students what they needed for the event. Devan and Director Kelly Stagen will also be volunteering with the Oral component for the State Envirothon one of which will be held at the Monroe County Conservation District.

Relationship building

- May E-Newsletter- May is Wetlands month – Article by Program Manager Ellen Enslin on [Wetland Conservation](#); the [Environmental Resources for New Homeowners](#) rack card and website launch; Wetlands are Wonderful Program announcement and registration; [How Wetlands are Fighting Climate Change](#) by Communications Coordinator Devan George; Summer Intern announcement
- Devan will be taking the lead on the Pike County 4-H pollinator project in May.
- Devan and Rachael hosted an Earth Day hike on April 30th.

Source Water Protection/Water Quality

- Ellen and Rachael sent out the action items for 2022 for the Pocono Sourcewater Collaborative.
- Besides the grant applications, Rachael and Ellen have been working with the Planning office on a number of logistics for the HHW program scheduled for October 29th.
- A survey is being developed by staff to send out to water operators to gauge what they may need that the Collaborative could offer. This will be sent out in May and responses will be reviewed by the Collaborative at the next meeting.
- Rachael reached out to DEP HABS training representatives about getting materials and protocols in place to assist them with sampling if the need arises. These requests must come from DEP and sent to them for testing. We would just provide field assistance to landowners.

GOVERNANCE, MANAGEMENT and FINANCIAL SUPPORT

Support the District's Mission through responsible governance, financial management, capital resource management and continued professional development of staff and board.

Grant activities

- PACD video mini grant on a best management practices- Devan George and Ellen Enslin worked on a video demonstrating porous concrete with demonstration areas in Pike County. The YouTube video was distributed to the Board. It will be used by District staff across the state on how to utilize this BMP. The final report for this grant is due June 6th.
- Met with NRCS engineers and staff to look at the Vandermark Creek section by Moon Valley Road in Milford Township. They will be submitting their findings to the District for review and to submit for potential grant funding.
- The PACD new homeowner rack card mini grant – We will view the webpage and the rack card at the Board meeting. The rack card directs folks to a webpage on our website. Devan and Lisa have been working on contacting local realtors' office to distribute the rack card. It will also be distributed to municipal offices.

Staff Training

- Ellen Enslin continues to work on her ELP training; Rachael Marques continues the Master Watershed Steward trainings; PSU Fracking Webinar; Leadership Development training on financials and conservation district law.

Personnel

- Extended the deadline for the search for a District Engineer. We have 2 potential candidates and will reach out in May on their credentials.
- Completed two staff 6-month evaluations.
- Monthly staff meeting and two weekly morning check-ins were held in April.
- Weekly Technical Staff meeting/ Bi-weekly meetings with each staff member to review projects, workloads, etc.
- Biweekly Education and outreach meetings with staff as we have many programs and grants ongoing this year.

Operations/Building

- Signed a paving contract with Warner Paving to complete the repairs and sealcoating of the parking area. This item was budgeted for 2022. We will readdress amount that needs to be allocated from the Conservation Fund when the work is scheduled.
- We are hoping to schedule the step repairs prior to the paving work to be done.
- The generator engine was fixed in April. When we complete the fund analysis this summer we will review the current capital expenses plan and potentially move up the replacement of the unit. Estimates for a new one is around \$7,000.
- The Road cleanup has been rescheduled for after the May board meeting. Lunch will be provided!!

Financial

- Per our Spotted Lanternfly grant agreement, we need to transfer from a DUNS to a UEI number. We received the number and submitted it to the Department of Agriculture for reimbursement for the SLF grant.
- Muncipay is operational for electronic payments. We have received a few already. Internal protocols have been updated and staff have been trained on how to use the system. We sent out numerous announcements to contractors, engineers, and municipal offices to notify potential users.
- Accountant is scheduled to review our Quickbooks accounts May 2nd in preparation for the 2021 Audit.

LAND USE MANAGEMENT AND CONSERVATION

Provide leadership by promoting conservation of natural resources for land use and sustainable development in accord with the integrity of our natural resource base. Promote a collaborative relationship with stakeholders involved with economic development and resource management for sustainable growth.

102/105 Communications

- Monthly PACD Managers Meeting

Legislation

- Lawmakers held a listening session to discuss the package of bills that address stream maintenance and flooding issues. No one from DEP, Army Corp of engineers was in attendance but there was testimony provided by the Bradford County Conservation District staff on an idea to fund stream restoration projects similar to the DGLVR program.

Landowner Outreach

- Ellen and Rachael met with the Tanglwood Lakes Environmental Committee on our programs and services. They are very interested in working with our staff on a number of projects. They will be discussing options with their Board of Directors and report back to staff on next steps.

PCCD Chapter 102 and Chapter 105 Delegated Program Report for April 2022

Inspections

Date	Project Name	Municipality	Program	Inspector	Site Status
4/4/2022	PPL Candensis	Greene	102	EE	Initial
4/5/2022	Sandyston	Milford Twp.	102	MQ	Initial
4/8/2022	Pine Hill Farm	Westfall	102	MQ	Routine
4/22/2022	SR 0084 Section 450	Multiple	102-State	JO/EE	Non-compliance
4/25/2022	Westfall Senior Center	Westfall	102	MQ	Initial
4/29/2022	SR 006 Sec 408	Westfall	102	MQ	Initial

Plan & Permit Reviews

Date	Project Name	Municipality	Program	Tech	Project Status
4/4/2022	312 Tink Wig Dock	Lackawaxen	105	MQ	GP Acknowledged
4/4/2022	Lake Wallenpaupack Yacht Club drainage	Palmyra	102	JO	Initial Technical Plan Review
4/7/2022	Kress Lake Front	Delaware	105	JO	GP Acknowledged
4/7/2022	UGI Milford Gasline	Multiple	105	MQ	GP Acknowledged
4/7/2022	UGI Milford Gasline	Multiple	102	MQ	Initial Technical Plan Review
4/12/2022	Westfall Sr. Apts	Westfall	102	MQ	Initial Technical Plan Review
4/19/2022	Storage King	Lackawaxen	102	MQ	Initial Technical Plan Review
4/21/2022	PA Game Bridge/UNT Pond Eddy Creek	Shohola	105	MQ	Initial Technical Plan Review

Complaints

Date	Complaint #	Municipality	Program	Tech	Action
4/26/2022	22-05	Blooming Grove	102	MQ	Initial

Technical Assistance

Date	Name/Project	Municipality	Program	Tech	Type/Topic of Assistance
4/1/2022	Architet for Lot 134 BHW	Blooming Grove	102	MQ	NPDES requirements
4/1/2022	UGI Milford gasline	Multiple	105	MQ	Tech def. letter review
4/1/2022	Joe Reiss	Porter	105	JO	Gp2 registration
4/1/2022	SR0084 Section 495	Multiple	102-State	JO	Elevated review meeting
4/4/2022	BHW Lot 72	Lackawaxen	102	MQ	Pond installtion on lot
4/4/2022	Milford Highlands- Lot	Milford Twp.	102	MQ	NPDES requirements
4/4/2022	Mark Lashukta	Palmyra	105	JO	Gp2 registration
4/5/2022	Mike Weeks-Milford	Milford Twp.	102	MQ	NPDES requirements
4/5/2022	R. DeLorenzo- Milford	Milford Twp.	102	MQ	NPDES requirements
4/5/2022	Michael Kress	Delaware	105	JO	GP2 deficiency
4/5/2022	Lee Donat	Delaware	105	JO	Wetland delineations
4/5/2022	Tanglwood Env'tal	Palmyra	105	EE	Discussed projects within community
4/6/2022	Rt 6 Shi site	Milford Twp.	102	MQ/EE	Pre-application mtg
4/6/2022	PA Game Commission-	Shohola	105	MQ	GP determination
4/6/2022	Tom Vignoli/ Pine Hill	Westfall	102	MQ	Hydro seeding
4/6/2022	Dingman Township	Dingman	105	JO	GP2 registration
4/6/2022	Ashley Caccavale	Lackawaxen	105	JO	GP2 walkthrough
4/6/2022	Milford Township	Milford Twp.	105	EE	Vantine Brook stream visit information
4/6/2022	Milford Highlands- Lot	Milford Twp.	102	MQ	Cost recovery conf. w/ DEP
4/7/2022	J. Camarino/Westfall	Westfall	105	MQ	Dock/boat launch on Delaware River
4/7/2022	Scott Quinn/ Milford Highlands	Milford Twp.	102	MQ	NPDES requirements
4/7/2022	Ashley Caccavale	Lackawaxen	105	JO	PNDI search guidance
4/7/2022	Ed Davis	Dingman	102	JO	NPDES fees

4/8/2022	R. Campbell/ Hemlock	Blooming Grove	105	MQ	Pond/wetlands modification on property
4/8/2022	Matamoras Gasline	Matamoras Boro.	102	MQ	Stockpile area for NPDES project
4/8/2022	Viktoria Bibolova	Delaware	105	JO	Wetland delineations
4/8/2022	Kai Wicksnes	Lackawaxen	105	JO	Jurisdictional dams
4/11/2022	Mitch Jacobs (Pocono Lakefront)	Palmyra	102	JO	Co-permittee registration
4/11/2022	Alex Ororbia (Delaware Plaza)	Delaware	102	JO	CAP implementation
4/11/2022	Joe Hudak	Milford Twp.	102	EE	Moon Valley Road washout
4/12/2022	Aaron Mays Lot	Milford Twp.	102	MQ	NPDES requirements
4/12/2022	Tyler Stevens Lot 38	Milford Twp.	102	MQ	NPDES requirements
4/12/2022	Sandra Soesman(Milford Twp.	102	MQ	NPDES requirements
4/12/2022	Rich Tussell/BHW	Lackawaxen	102	MQ	Construction on existing property in community
4/12/2022	Rich Tussell/ Storage	Lackawaxen	102	MQ	Project details
4/12/2022	Lou Cozza	Westfall	102	MQ	Pine Hill Farm
4/12/2022	Joe Gelardi	Dingman	105	JO	GP2 fees
4/12/2022	Amy St. Clair	Dingman	102	JO	Small projects E&S
4/13/2022	Dollar General Dingman 2	Dingman	102	JO	Preapplication meeting
4/13/2022	Denise (Tanglwood)	Palmyra	102	EE	Rain garden information for house
4/13/2022	Loni Shalkowski	Lehman	102-State	EE	SR 2001, Section 402 CAP information
4/18/2022	Tom Barna (SES Drainage	Dingman	102	JO	NPDES fees
4/19/2022	Brett (Moon Valley Road)	Milford Twp.	105	EE	Responded to timing questions
4/20/2022	Bryan Snyder	Dingman	102	JO	Small projects E&S
4/20/2022	Eric Levan (SES	Palmyra	102	JO	Act 14 notifications
4/20/2022	Matt Livingston	Dingman	102	JO	CAP implementation
4/20/2022	Bill Goodwin	Dingman	102	JO	CAP implementation
4/20/2022	Vinny Budd	Palmyra	105	EE	Meeting minutes review, responded
4/20/2022	Brian Snyder	Dingman	102	EE	Small projects E&S for fill site
4/20/2022	Bob Santoski	Lehman	102-State	EE	SR 2001, Section 402 CAP information
4/21/2022	Glen Stride/Lords Valley Bld.	Milford Twp.	102	MQ	Milford Highlands Lot 35
4/21/2022	Lots 1 & 6	Blooming Grove	102	JO	Preconstruction meeting
4/21/2022	Tom Barna (SES	Palmyra	102	JO	NPDES fees
4/21/2022	Alex Radkiewicz	Palmyra	105	JO	Gp2 registration
4/22/2022	Missy Prugar	Delaware	102	JO	Delaware Plaza site status
4/22/2022	Jared Handler	Delaware	102	JO	Pump water filter bag usage
4/22/2022	Mike Manieri (184 494)	Dingman	102-State	JO	Construction status
4/22/2022	Chris Karellus (Dollar	Dingman	102	JO	Plan submission dates
4/22/2022	Gary Williams	Milford Twp.	102	EE	Moon Valley Road washout
4/25/2022	Keith Pfeil/R. Cesarini	Blooming Grove	102	MQ	NPDES requirements for BHW Lot 128
4/25/2022	George Kise (Lots 1 &	Blooming Grove	102	JO	Co-permittee registration
4/26/2022	R. Cesarini (Lot 128)	Blooming Grove	102	MQ	Complaint received earth dist. on lot- no NPDES

4/26/2022	Ron Hahakus	Lackawaxen	102	MQ	Storage King E&S plan
4/26/2022	Brian Ferkel (I84 450)	Greene	102-State	JO	Rock construction entrance placement
4/26/2022	Joe Caccavale	Lackawaxen	105	JO	PNDI search guidance
4/27/2022	Tad Moser/R. Hahakus	Lackawaxen	102	MQ	Site vist- Storage King plan
4/27/2022	Gene Ruzanski (Rifle	Blooming Grove	102	JO	Technical deficiencies
4/27/2022	Dingman Township	Dingman	102	JO	French drain installation
4/28/2022	PennDOT	Dingman	102-State	JO	I 84 494 progress meeting
4/28/2022	Alex Radkiewicz	Palmyra	105	JO	Gp2 registration
4/28/2022	Chip Hanuscik (I84	Dingman	102-State	JO	Rain gauge placement
4/28/2022	Jeff Coccodrilli	Lackawaxen	102	EE	Woodloch Springs basin outlet issue
4/28/2022	Ralph Graf	Palmyra	105	EE	Permit requirements for walking path bridge
4/29/2022	M. Manello	Palmyra	102	MQ	NPDES requiremets BHW Lot 68
4/29/2022	F. Sakus	Palmyra	102	MQ	NPDES requirements for BHW Lot 68
4/29/2022	Tom Hamilton	Blooming Grove	102	MQ	Expired Hemlock Farm stormwater plans
4/29/2022	Aaron Katz	Porter	105	JO	Maintenance Dredging
4/29/2022	Jared Handler	Delaware	102	JO	Delaware Plaza drainage



Pike County Conservation District

PCCD Communications & Outreach Committee
Monday, April 25, 2022

Attendees: Mike Spencer, John Milliken, Kelly Stagen, Paul Ranello, Lisa Dolci, Michele Long, Devan George, Ellen Enslin.

Updates:

1. Reviewed materials currently in office, brochures, signage, correspondence,
 - a. Made some internal adjustments with correspondence, font and font size, etc.
 - b. Devan will be updating "Do I Need A Permit?" and "Before you Grade" Brochures with updates as well as font, colors - coordination
 - c. Fliers going out for each program, now looking at standard font
2. E-newsletter-making monthly update on resources available.
3. Lisa is looking into signage options out front
4. Mission-Why statements? -Devan reviewed why statements which will be incorporated into PowerPoint master, adjusted per target audience.

Action items

Community outreach

1. An Elevator Speech will be developed and made available to staff and board when discussing the District. This will be done by May 31, 2022.
2. Continue to boost District posts on Facebook and use social media outlets to educate and promote programming. Look at Facebook boost budget for 2023.
3. At the May Board meeting discuss social media platforms with board
4. Work with Pike/Wayne Partnership on School outreach ideas – Wallenpaupack Conservation and Environment Academy is a good start- in 6 months

Municipal

1. Winter 2022 discuss with Board the option of presenting the Annual report at municipal meetings.
2. Municipal survey will be developed and circulated to the Committee by mid-May. Survey will be distributed to municipal offices for supervisors, SEO's, zoning officers, Building officers, solicitors, and staff to complete. Survey results will be reviewed by committee in June.
3. Municipal Resource Guide – Staff will work with Planning office and get two municipal staff to assist with the development of the document. It should a living document and

easily accessible with roadmaps to get answers to frequently asked questions. Michele will reach out to JoAnn at Palmyra Township and Karen at Dingman township for their input. This project will be completed by April 2023.

4. Conservation Minute videos – Staff and Committee will come up with list of topics in June to film in July and August, to be sent out throughout the fall of 2023.

Regulated Community

1. Ongoing - Information generally comes from DEP

State Partners

1. Will invite agencies to Board meetings to do a 5-minute presentation on what they do and their interactions with the District. These will be one per board meeting for the next few months in 2022. Ex: Fish and Boat; NRCS; PACD; DCNR; etc.
2. Discuss with Board at May meeting – attending a director training on the SCC/ DEP. Listening session later in the day at Ryan's Deli? We will review training and then Michele will brief the board on how these agencies work with PCCD.

Michele Long

From: Jim & Sue Andre <jandsandre@gmail.com>
Sent: Wednesday, April 27, 2022 3:21 PM
To: Scott F. Savini; Michele Long
Subject: Time to go

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi guys,

Just wanted to let you know that Sue and I have sold our home and are moving south to warmer winters Michele, I'm afraid I'm going to miss our field trip next week too..I want to thank you both for allowing me to participate in the goings on at PCCD, I have been honored to work with such a dedicated board and staff. Please give my best to the board members and your staff.

Sincerely,

Jim Andre



May 2, 2022

Dear Conservation District Managers and Board Members:

I am writing to you to announce the availability of state funding for the Conservation District Watershed Specialist (CDWS) for the state fiscal year July 1, 2022 through June 30, 2023. The announcement, cover letter, renewal request forms, Task and Deliverable Budget Worksheet, and a revised Attachment D are attached. Once the renewal request form and the Task and Deliverable Budget Worksheet are complete, submit both documents to RA-EPWATERPROGRAMS@pa.gov. Completed forms are **due by June 17, 2022**.

The maximum funding available for the CDWS remains at \$45,250, which may be used for program related expenses (travel, equipment, supplies, and program administration).

I'm providing further details of the process and schedule by which data will be collected from grantees, provided to the CDWS, and entered into PracticeKeeper. PracticeKeeper enhancements will provide the ability to track and report grant performance and location data through the centralized geodatabase system. Once fully implemented, the data from the Growing Greener and Section 319 modules will be utilized regularly to provide annual and non-routine reports, to track and model pollutant load reductions, and better quantify watershed restoration plans and accomplishments in each county. The CDWS will continue to play a critical and central role in implementing and reporting project outputs and outcomes.

Accompanying the attached CDWS renewal forms, you'll find a revised Attachment D. This replaces the original Attachment D that accompanied the CDWS contract. The original Attachment D of the CDWS grant agreement contained language relating to tracking and reporting project and program deliverables. Minor revisions have been made to Attachment D to further specify PracticeKeeper as the reporting mechanism to be utilized, beginning in FY 2022-2023. Revisions to Attachment D includes language that states: "For each Growing Greener or Section 319 grant awarded or completed in the county, enter the data provided on the Goals & Accomplishments Form in the PracticeKeeper geospatial database." This revision clarifies where the tracking of projects should be reported.

Finally, the following describes the timeline for the rollout of the process by which the project goals and project accomplishments for Section 319 Grants and Growing Greener Grants will be transferred from electronic forms to the PracticeKeeper geospatial database. Check marks indicate that the task has been completed.

Timeline for Implementation:

- ✓ **March 2022** – DEP published new and revised Goals and Accomplishments forms for Section 319 and Growing Greener to the [DEP eLibrary](#).

- ✓ **March 2022** – DEP developed new modules for Section 319 projects and for Growing Greener projects in PracticeKeeper. DEP to develop User Guides, which provide procedures for data entry.
- **May 18, 2022** – DEP to present to current and potential grantees at Section 319 Statewide meeting information on the new Goals and Accomplishments Form and 319 Project Sponsor Manual.
- **May 31, 2022** – DEP to post training demonstrations and User Guides to the Clean Water Academy. Grantee training will be public. CDWS trainings will be available to DEP and CD staff only.
- **May 31, 2022** – DEP to provide new/revised forms, instructions, and samples (and a link to training) to current grantees to complete at the time of project completion and final reporting.
- **June 2022** – CDWSs reach out to their respective Conservation District PracticeKeeper Administrators and request permission to access the [test environment](#) and the “319 Project” and “Growing Greener Project” modules.
- **June 2022** – CDWSs test the module against the User Guides and become familiar with the forms. Ask questions via email at RA-EPWATERSHEDSPRT@pa.gov.
- **July 1, 2022** – Grant modules will be moved to the PracticeKeeper [production environment](#). Initiate the process outlined below in the “Grantee to PracticeKeeper Process.”
- **September 30, 2022** – Fully implement the “Grantee to PracticeKeeper Process.”
- **October 5-7, 2022** – DEP will provide additional training during the annual CDWS Webinar Series.

Grantee to PracticeKeeper Process:

1. Beginning July 1, 2022, when a Section 319 grantee or a Growing Greener grantee has completed their project and submitted a complete final reimbursement request and final report package (must include the use of the new or revised Goals and Accomplishments Form), as determined by the DEP Project Advisor:
 - a. The DEP Project Advisor will review the package and forward it to the Grants Center as usual.

- b. *At the same time*, the DEP Project Advisor will send a separate email containing the complete Goals and Accomplishments Form (plus, for Growing Greener, the Project Summary and the Stream Buffer Tracking Form, if applicable) to the respective CDWS.
 - c. The CDWS will have *30 days* from the date of receipt of the form(s) to enter project and BMP data in PracticeKeeper.
 2. Beginning with the next round of awarded FFY2022 Section 319 and 2022 Growing Greener grants:
 - a. The DEP Grants Center supplies awardees with a blank Goals and Accomplishments Form (with Instructions and Samples) to be completed by the awardees defining the goals of their newly awarded grant as part of the pre-contracting submission to the Grants Center.
 - b. The awardee must copy their new DEP Project Advisor on the reply email to the Grants Center.
 - c. Once the Grants Center provides the fully executed grant agreement to the grantee and DEP Project Advisor, the DEP Project Advisor must email the completed Goals and Accomplishments Form to the respective CDWS within *2 weeks*. Statewide and multi-county entries will be handled by the DEP Project Advisor.
 - d. The CDWS will have *30 days* from the date of receipt of the form to enter project and BMP data in PracticeKeeper.
 3. DEP will provide ongoing support throughout the process and QA/QC of data.
 4. DEP will work to enter five years of closed grant data into PracticeKeeper.
 5. Beginning in Fall of 2023, staff will be able to reliably generate a report of Section 319 Nonpoint Source Management and Growing Greener grant-funded BMPs implemented (and load reductions achieved) during the July 1, 2022 through June 30, 2023 state fiscal year and the October 1, 2022 through September 30, 2023 federal fiscal year for the Chesapeake Bay annual progress report and the Nonpoint Source Annual Report.

Thank you for your efforts in protecting and restoring Pennsylvania's waters. Should you have any questions please contact me at (717) 783-5205 or jjwhitcomb@pa.gov.

Sincerely,



Jill K. Whitcomb
Director



PACD Rewind

Monthly Report 04/01/22 – 04/30/22

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

Highlighting April 2022 activities as they relate to the 2018-2023 PACD Strategic Plan.

PACD will promote and advocate for conservation districts to elected officials, partners, and the general public.

PACD: Exhibit Booths and Outreach Events

- Solicited volunteers to work at the district PSATS booth
- Registered for Ag Progress Days

PACD: Legislative Activities

- Held pre-meeting with members prior to meeting with House/Senate leadership
- Met with Rep. Benninghoff, Sen. Vogel, Sen. Ward staff, Sen. Gordner, Rep. Webster (Montgomery Waterway Mapping)
- Attended Lycoming CD Legislative Breakfast
- Sat in on House and Senate Environmental Resources & Energy Committees, Senate Agriculture & Rural Affairs Committee
- Worked with membership on Conservation District Week Activities

PACD will help districts with the recruitment, training, and development of directors, managers, and staff.

102/105 Technical Training Grant

- Completed and submitted quarterly reimbursement report
- Developed and submitted budget for next fiscal year
- Clean Water Academy (CWA)
 - Created accounts for new hires
 - Assisted users with technical and IT issues
 - Uploaded 102/105 Topic-based training webinars to Clean Water Academy

- Updated orientation videos “How to Use Clean Water Academy”
- 102/105 Technical Training (Basic and Topic-based sessions)
 - Visited field visit sites to prepare for field training component
 - Gathered and shared Topic-based evaluations with committee
 - Hosted planning workgroup meeting
 - Reserved coach for Basic field visit
 - Created and distributed registration for presenters and workgroup members
 - Coordinated with presenters
 - Sent reminders to register for Basic session to districts and DEP
 - Submitted Basic rooming list for DEP
 - Prepped and sent hotel menu and set-ups for Basic
 - Resubscribed to Kahoot
 - Gathered emergency contact information for Basic site visit
 - Sent Basic materials to Capitol Copy to print
 - Sent week-before email to Basic participants
 - Prepared Basic registration materials (name tags, sign-in sheets, etc.)
 - Visited Basic event site to review sets with facility
 - Prepared lists of participants for tables, site visits, for Basic
 - Loaded Basic presentations onto thumb drives and event laptops
 - Tied up all loose ends prior to holding Basic event
- Ag Meeting (formerly All Bay Meeting)
 - Updated Q&A document for DEP

Agricultural Conservation Technical Training

- Completed and submitted quarterly reimbursement report
- Ag Boot Camp Basic and Level II
 - Sent hotel reimbursement forms to eligible districts
 - Compiled Level II binders
 - Sent Level II pre-requisite information
 - Created Level II certificates of completion
 - Printed nametags for participants and instructors
 - Ordered catering for lunches
 - Held Basic and Level II trainings
 - Penciled in 2024 dates with Ft. Indiantown Gap
- Intro to Conservation Planning
 - Penciled in dates at hotels for Intro to Conservation Planning and Conservation Planning Part 2

Leadership Development Program

- Completed and submitted quarterly reimbursement report
- Confirmed agenda, developed session content, and launched marketing for Spring Leadership Webinar series
- Developed agenda for 2022 Management Summit Conference
- Developed program budget proposal for 2022-23

Other Training Opportunities

- Worked with Western PA Conservancy to develop iMapInvasives training

PACD will help districts attain sustainable, diverse funding.

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

- Completed and submitted quarterly reimbursement report
- Prepared new CD umbrella budget to cover ACT, CD Umbrella and TAG
- Completed final report and final reimbursement of current grant
- Provided information to potential new districts (Indiana and Allegheny)

Conservation Reserve Enhancement Program (CREP) Grant

- Completed and submitted quarterly reimbursement report
- CREP Cost-share
 - Processed new cost-share
 - Made cost-share payments
- CREP Outreach Program Office (COPO)
 - Processed and approved three CREP mini grant applications in the extended round
 - Processed CREP mini grant final report from the 2021-2022 round
 - Packaged CREP materials for Dauphin County CREP workshops
 - Distributed CREP Partner Training Survey to all partners working with the program
 - Hosted CREP Partner Training to review survey and begin planning 2022 training

DCNR Lawn Conversion Program

- Collected letters of support from conservation districts and partners
- Submitted the C2P2 Partnerships grant application package to DCNR

DCNR Riparian Forest Buffer Program

- Processed four mid-term reports
- Processed and approved one application
- Met with DCNR to start up the new sub-grant round

PA Nonpoint Source Pollution Education Office

- Completed and submitted quarterly reimbursement
- 2021-22, 2021-22 Bonus, and 2022-23 NPS Mini-grant Rounds
 - Reviewed ten mini-grant materials
 - Reviewed six final reports; issued reimbursements
 - Reviewed one mid-term report
 - Canceled one project at the district's request
- Watershed Specialist Equipment
 - Ordered second-choice equipment items for watershed specialists
- 2022 Virtual 319 Meeting
 - Sent registration reminders via listserves and Front Page
 - Set up the 2022 evaluation in Survey Monkey
 - Set up practice run in Zoom for presenters
 - Sent practice run invites to presenters
- 2022 Virtual Watershed Specialist Webinar Series
 - Set date and sent invitation for May planning meeting

PACD will strengthen relationships and agreements with state and federal agencies.

Partnership Activities

- Met with EPA Administrator – Meet and Greet
- Attended PRISM meetings
- Met with NACD concerning PA Agriculture Certification program
- Attended NRCS State Technical Committee meeting

NRCS Employee of Record (Funded by NACD)

- Provided on-going human resources and administrative support for position

PACD will strive to be adequately staffed and funded.

Note: All of PACD's grants and special projects contribute to this goal.

Engineering Technical Assistance Program Grant (TAG)

- Prepared and submitted monthly reimbursement
- Held Exit Interviews with Lauren Brodbar and Dakota Welkom
- Completed final paperwork for both exiting employees
- Conducted interviews for new TAG employee

PACD will foster communication between conservation districts.

PACD: Communications

- Updated and managed the PACD listserves
- Updated www.pacd.org
- Sent four Front Page e-newsletters
- Submitted thirty-seven posts on social media channels
- Created social media messages for April shared district messaging
- Compiled and distributed monthly rewind report to membership
- Facilitated getting mammal skulls to districts that didn't receive them in fall 2021
- Released the 2022 Conservation District Week press release
- Developed background for Zoom meetings

Other association activities support conservation districts and PACD.

PACD: Executive Board

- Completed and approved April minutes
- Prepared board meeting agenda, attachments, and new monthly staff report
- Met with Kelly Stagen to review financials and draft PACD budget

PACD: Human Resources and Office Management

- Processed two payrolls
- Managed accounts receivable and accounts payable
- Prepared financial reports for May board meeting

PACD: PACD Spring Region Meetings

- Prepared and sent packets for NC, SC, SW, and NW region meetings
- Held NC, SC, SW, and NW region meetings

- Posted minutes for four of the six meetings

PACD: PACD/SCC Joint Annual Conference

- Met with SCC about logistics and set up site visit
- Reviewed and signed final contract with hotel

PACD: Meetings and Events Attended

PACD staff attended/participated in the following events:

- Met with executive directors from MD, VA, DE about NFWF support letter
- Met with PA Land Contractors Association
- Met with USDA concerning a Philadelphia Ag Center
- Met with SC region managers
- Held monthly managers meeting



DATES TO REMEMBER

102/105 Basic Technical Training

- May 3-6, 2022, Red Lion Harrisburg Hershey, Harrisburg, PA

Section 319 Virtual Watershed Planning and Implementation Meeting

- May 18-19, 2022 | 10–Noon

Building for Tomorrow 2022 Spring Leadership Webinar Series: Quarterly Tech Roundtable (Video Production)

- June 1, 2022 | 12:00pm – 1:00pm

Building for Tomorrow 2022 Spring Leadership Webinar Series: Deep Dives for Directors Part 1 (SCC Programs)

- June 2, 2022 | 12:00pm – 1:30pm

Building for Tomorrow 2022 Spring Leadership Webinar Series: Introduction to Clifton Strengths for Managers

- June 8, 2022 | 12:00pm – 1:00pm

Building for Tomorrow 2022 Spring Leadership Webinar Series: Deep Dives for Directors Part 2 (DEP Programs)

- June 15, 2022 | 12:00pm – 2:00pm

PACD/SCC Joint Annual Conference

- July 20-21, 2022 | Red Lion Hotel Harrisburg-Hershey, Harrisburg, PA (*tentative*)

Management Summit Conference

- September 13-15, 2022 | Wyndham Garden State College, Boalsburg, PA

Conservation District Watershed Specialist Webinar Series

- October 5-7, 2022

STAFF CONTACT INFORMATION			
NAME	TITLE	PHONE #	E-MAIL
HARRISBURG OFFICE			
Brenda Shambaugh	Executive Director	717-794-6103	bshambaugh@pacd.org
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Shannon Wehinger	Director of Communications & Education	717-794-6112	swehinger@pacd.org
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May 2022 DEP Conservation District Field Rep Talking Points

DEP announces \$17.9 million available for community water quality improvement from 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.

Growing Greener was established by law in 1999, and reestablished in 2002. In February, Governor Wolf [proposed](#) a \$450 million initiative that, if passed by the General Assembly, would use unspent federal funds from the American Rescue Plan Act of 2021 to establish Growing Greener III.

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.

Since 1999, the Section 319 program has provided more than \$69 million to support over 400 projects in dozens of counties. The program is funded by the U.S. Environmental Protection Agency, through Section 319(h) of the federal Water Pollution Control Act.

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](#).

Section 319 Virtual Watershed Planning and Implementation Meeting

The Chesapeake Bay Office, Watershed Support Section is working with the Pennsylvania Association of Conservation Districts to plan the Section 319 NPS Management Program Annual Stakeholder Meeting. The meeting will be held virtually and is scheduled from 10:00 am – 12:15 pm on May 18-19, 2022. Topics on the agenda include: stream restoration work in Northcentral Pennsylvania, funding sources for restoration projects, Model My Watershed update, stormwater projects, EPA updates and Q&A, Section 319 NPS Management applications for new grant round, and how to work with nurseries for buffer projects. There also will be an update on “what’s new” with the 319 Nonpoint Source Grant Program including information on revised forms and PracticeKeeper entry requirements. The event is open to entities involved in Section 319 Nonpoint Source Management projects, including conservation district staff, DEP and EPA staff, incorporated watershed associations, counties, municipalities, councils of governments; 501(c)(3) non-profits, educational institutions, and municipal authorities.

The draft agenda and registration information are available here: <https://conta.cc/35aMsgK>

PA Conservation Reserve Enhancement Program (PA CREP)

DEP has been working with USDA FSA and NRCS to update three CREP forms, including the Riparian Forest Buffer Protection Landowner Assurances form, Stream Buffer Tracking form and the Riparian Forest Buffer Installation, Maintenance and Post Planting Establishment Landowner Assurances form. When complete, DEP will share the updated forms, which are required to obtain Pennsylvania's CREP cost share payment, with project partners.

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.

As you may be aware, Pa is dealing with Avian Influenza in several Lancaster County flocks, to date. A control area was immediately placed around the first infected flock, and the additional infected flocks were located within that control area.

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 \(arcgis.com\)](#) 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>

Clean conveyances are key to preventing horizontal spread of disease from an infected premises to other farms. Despite input prices for spring planting being at an all-time high it's very important no one cuts corners in regard to biosecurity. Drying stacking poultry litter is an effective means to kill infectious agents including High Pathogenic Avian Influenza and Exotic New Castle Disease and when combined with clean conveyances can greatly reduce the likelihood of spreading disease between farms. 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 10 Km 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 10KM 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 County control area.

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.

At this time the State Conservation Commission is advising to suspend all routine inspections and regulatory work in regard to SCC programs within the quarantine and control zones. The best control methods are excellent biosecurity measures on and off the farm. All person should treat wild birds and waterfowl as presumed positive, thus bio-security 24/7 should be followed.

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.

Chapter 102 and 105 Programs

Trenchless Technology Technical Guidance Document, Public Comment Period Open - The Draft Trenchless Technology Technical Guidance Document (310-2100-003) was published for public comment on March 19, 2022. As part of this process to solicit comments, districts are invited to provide comments. Conservation districts should not submit comments through the public comment process. Instead comments from conservation district staff should be compiled and follow chain of command through the district manager. Conservation district comments are to be submitted to the Resource Account RA-EP105TGDCOMMENT@pa.gov by the end of the public comment period on May 18, 2022.

Chapter 102 ePermitting and KEES Updates

DEP and PennDOT have a unique agreement for Chapter 102 electronic permitting. PennDOT will be creating applications in their electronic system, the Keystone Environmental ePermitting system (KEES) and DEP/CCDs will review and process those applications in the DEP's Chapter 102 ePermit system. These two electronic systems are now integrated and you will start receiving PennDOT Chapter 102 applications/NOIs via the Chapter 102 ePermit System.

Clean Water Academy

Agriculture Conservation Level II – BMP Verification (2022) - In order to provide timely response to the learning needs and requests of the BMP Verification team the courses included the Clean Water Academy (CWA) Program entitled Agriculture Conservation Level II – BMP Verification (2022) and found at <https://pacleanwateracademy.remote-learner.net/totara/program/view.php?id=26> have been cross posted to the CWA course repository entitled Agriculture BMP Verification Training Series (2022) and can be found at <https://pacleanwateracademy.remote-learner.net/course/view.php?id=837>.

If the learner has taken the any courses as part of the Agriculture Conservation Level II – BMP Verification (2022) program, the learner's progress will be displayed in the new course repository.

This learning format will allow program staff to respond in real time to the learning needs of those performing BMP verification. Please encourage appropriate staff to check the Agriculture BMP Verification Training Series (2022) course repository found at <https://pacleanwateracademy.remote-learner.net/course/view.php?id=837> at least monthly to determine if new learning material has been posted.

How to Review in e-Permitting - The training on March 31 at the 105/102 annual training regarding "how to review in e-permitting" has now been posted to clean water academy. This training was designed so that it could, and now has, become part of the 105 GP e-permitting training for internal staff on CWA. You can find it at the course link below titled "How to Review in e-permitting – Detailed" If you missed the training, you are encouraged to watch the training video. [Course: Chapter 105 ePermitting for Reviewers \(remote-learner.net\)](#)

E&S Plan Review Tips Course – New plan reviewers are encouraged to that the course E&S Plan Review Tips for New Reviewers. The course can be found here: [Course: E&S Plan Review Tips for New Reviewers \(remote-learner.net\)](#)

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

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.

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	May 10
Hybrid Meeting (Red Lion Inn, Harrisburg)	July 20

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

Conference Call	June 14
Conference Call	Aug 16

Section 319 Virtual Watershed Planning and Implementation Meeting

Virtual	May 18 & 19
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Leadership Development 2022 Spring Leadership Webinar Series

Quarterly Tech Roundtable	June 1	12:00 – 1:00
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.