

Pike County Conservation District

AGENDA

Monday, September 20, 2021 – 9:00am

Pike County Conservation District office, Route 402, Hawley, PA

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.

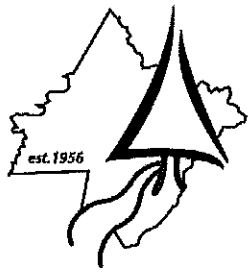
Meeting will be available via Zoom – link is available on the website.

- I Call to order – Pledge of Allegiance – Introductions
- II Public Comment on Agenda Items
- III Action on Minutes of August 16, 2021 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
 - Financial Accounts, Policies & Procedures Policy Update– Michele Long
 - Bluestone Blvd Low Volume Road Contract Extension - Chris Ingulli
 - QAB meeting updates/Bartleson Road Dirt and Gravel Road contract- Chris Ingulli
- IX PACD Update
- X Cooperating Agency and Other Organization Reports
- XI Public/Press Questions
- XII Executive Session
- XIII Adjourn

NEXT MEETING: MONDAY, October 18, 2021 at 9:00am

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

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 BOARD OF DIRECTORS MEETING MINUTES Monday, August 16, 2021

As a result of the COVID-19 Pandemic the Board of Directors meeting was also held via Zoom Video Conference call. Information regarding the conference call was posted on the District website.

The JULY PCCD Board meeting was cancelled

ATTENDANCE:

Directors: Scott Savini, Jay Morrow, John Milliken, Kelly Stagen, Ken Coutts

Associate Directors: Paul Ranello, Joann Rose, Jim Andre

Staff: Michele Long, Chris Ingulli, Devan George, Ellen Enslin, Marianna Quartararo, Jeremy Oettinger

Cooperating Agency Representatives: Jen Matthews, NRCS

Directors/Associate Directors Absent: Commissioner Ron Schmalzle, Mike Spencer, Carole Linkiewicz

Guests: Stephen Rock, Zelenofske and Axelrod

Scott Savini called the meeting to order at 9:00 am via Zoom.

PUBLIC COMMENTS / QUESTIONS AGENDA ITEMS: None

ACTION ON MINUTES OF June 21, 2021: Jay Morrow made a motion to approve the June 21, 2021 Board Meeting minutes. Ken Coutts seconded. Motion carried.

FINANCIAL REPORT: Report filed subject to audit.

CORRESPONDENCE REPORT: The following correspondence was distributed to the Board prior to the meeting:

A copy of the updated PCCD Team sheet (contact information for Board and staff); last edition of the Joint Legislative Air and Water Pollution Control Conservation Committee newsletter; June 2021 Twin and Walker Creeks Watershed Conservancy Newsletter; State Conservation Commission letter and summary of the Sunshine Law changes and impacts to Districts.

EXECUTIVE DIRECTOR REPORT: Michele stated that Program Specialist, Chris Ingulli, has been with the District for 6 years and she had reached her 18 year anniversary on July 14th.

Environmentally Sensitive Maintenance trainings presented by the Center for Dirt and Gravel Road Studies are being offered in the fall.

Michele mentioned the Legislative Breakfast was well attended and well received.

The PCCD 65th anniversary celebration continues with a proclamation scheduled to be read at the Pike County Commissioners office on August 18th at 9:00am. State representatives have also been invited.

Michele reminded the Board to review the new Sunshine Law requirements which were provided in a Summary page provided by the State Conservation Commission this past month. She stated that protocols to meet these requirements are currently being met with the online posting of agendas and the board materials.

The Board nomination process has begun with the Chief Clerk sending out letters to the nominating organizations this past month. Jay Morrow's appointment expires in December, and he has expressed that he would like to stay on as a District director. This information has been shared with the Chief Clerk and in letters sent to the nominating organizations from the Executive Director.

We have hired a new Watershed Specialist, Rachael Marques who will begin on September 7, 2021. The Administrative Assistant position has also been advertised. The Administrative Assistant position will be 32 hours a week and include county benefits.

There will be a ceremony to remember Kelly Rodemich on September 12, 2021 beginning at 11:00am at the Paupack Hills Country Club in Greentown, PA.

Michele reviewed the allocations that were approved by the State Conservation Commission at their July Board meeting which are the same as last year except the UGWF allocation will be \$27,874.

Michele gave a brief explanation of the annual fee that DEP will be charging for Individual NPDES permits. This fee will be \$500 per year, paid and coordinated by DEP. Permit holders will be receiving notifications as their annual fee date approaches. We anticipate a number of phone calls regarding this fee which has been in the works to be implemented since 2010 and previously implemented in other NPDES programs.

OLD BUSINESS/COMMITTEE REPORTS: None

NEW BUSINESS:

2020 Audit – Michele Long introduced Stephen Rock from Zelenkofske and Axelrod who completed the 2020 audit. Stephen provided an overview of the findings to the Board. Jay Morrow made a motion to accept the 2020 Audit as proposed. Kelly Stagen seconded. Motion carried.

2021 Fund Analysis – Michele Long provided an overview of the distributed draft report. Jay Morrow made a motion to accept the 2021 Long range plan and fund analysis as presented. Ken Coutts seconded. Motion carried.

Old Greentown Road, Palmyra Township Dirt and Gravel Road Contract – Chris Ingulli discussed the proposed project and how the QAB recommended the project for funding. Kelly Stagen made a motion to approve funding for the Old Greentown Road project as proposed in the amount of \$90,262.80. Jay Morrow seconded. Ken Coutts abstained from the vote as he is a Palmyra Township Supervisor. Motion carried.

QAQC Report/ Updated District website for DGLVR – Michele Long discussed the highlighted portions of the report and how the District "Exceeded Expectations" in most areas of the report in large part due to the dedication and hard work of Chris Ingulli on the project. Kelly Stagen reiterated how well Chris communicates with the QAB and works well with the applicants in putting the applications together and working with them on the projects. Chris also thanked the Board for their support in providing the resources and time needed to make this a successful program. Michele shared the DGLVR website updates with the Board.

Spotted Lanternfly grant application – Michele Long stated that the application was submitted last month but we need a formal acceptance of the grant application by the Board. The grant includes \$3,600 in salaries and benefits which can be reimbursed to the county and the balance of the \$5,000 grant application will go toward education and outreach expenses for the Spotted Lanternfly program. Kelly Stagen made a motion to approve the Spotted Lanternfly application. John Milliken seconded. Motion carried.

Conservation Fund transfer of \$18,000 – Michele Long explained that at the last meeting the Board approved paying up to \$18,000 to the Finan estate in relation to the Quarry Heights legal issue. Michele recommended that the amount of \$18,000 to be paid come from the Conservation Fund as that is where proceeds from fees from services are transferred. Jay Morrow

made the motion that \$18,000 be transferred from the Conservation Fund to the Operating account to pay for this issue. Kelly Stagen seconded. Motion carried.

MOU with Wayne CD for Growing Greener Grant project – Michele Long stated the MOU with Wayne Conservation District is for the Growing Greener project for Nutrient Management plan development for counties in the Northeast which was funded in 2021. PCCD provided a letter of support and in-kind time for this project in 2019. Kelly Stagen made a motion to approve the MOU with Wayne Conservation District in relation to the Growing Greener grant for the administration of the Northeast Region Nutrient Management Plan Reimbursement Program. Ken Coutts seconded. Motion carried.

PACD Update: Michele Long stated that at the July PACD meeting Kelly Stagen was elected President of PACD. Scott Savini stated that Kelly is a great resource to not only our District but across the state and we are proud to have her on our board. Kelly Stagen thanked the board and staff for their support. Kelly also stated that regional meetings will most likely be held using a hybrid of in person and zoom meetings this fall. Michele shared the Fall Leadership Agenda with the Board that is offered by Leadership Development through the State Conservation Commission.

Cooperating Agency and Other Organization Reports:

NRCS – Jen Matthews stated they are finishing up contracting for the EQUIP program and Conservation Stewardship Program in Monroe County.

EXECUTIVE SESSION: No session was held.

PUBLIC/PRESS QUESTIONS: None

ADJOURN: Jay Morrow made a motion to adjourn the Board of Directors Meeting. Ken Coutts seconded. Motion carried. Meeting adjourned at 10:01 am.

Respectfully submitted,

Michele Long, Executive Director

Pike County Conservation District Profit & Loss Budget vs. Actual January through August 2021

	Jan - Aug 21	Jan - Aug 20	Budget	\$ Over Budget	% of Budget
Income					
1 4255 · Low Volume Road Allocation	20,000.00	20,000.00	40,000.00	-20,000.00	50.0%
4000 · Other Grant Income	0.00	3,317.02	12,000.00	-12,000.00	0.0%
4100 · State Cost Share Funds	14,916.00	0.00	65,343.00	-50,427.00	22.83%
4107 · County Contribution	269,859.36	257,009.36	444,111.00	-174,251.64	60.76%
4125 · UGW Income	61,921.62	59,827.65	56,818.00	5,103.62	108.98%
4150 · Watershed Specialist Grant	19,831.84	16,434.97	45,250.00	-25,418.16	43.83%
4200 · County Appropriation	15,000.00	15,000.00	30,000.00	-15,000.00	50.0%
2 4250 · D&G Rd Allocation	70,955.27	97,841.60	100,000.00	-29,044.73	70.96%
4300 · Fees Collected	48,250.00	61,281.00	30,000.00	18,250.00	160.83%
4400 · Program Income	2,178.30	10,700.00	500.00	1,678.30	435.66%
4500 · Misc Income	0.00	1,500.00	100.00	-100.00	0.0%
4700 · Interest Income	109.10	3,360.14	3,500.00	-3,390.90	3.12%
Transfer from Conservation Fund	0.00	4,338.95	8,629.00	-8,629.00	0.0%
Transfer from Low Volume Road Fund	0.00	52,268.38	0.00	0.00	0.0%
Total Income	523,021.49	602,879.07	836,251.00	-313,229.51	62.54%
Expense					
5255 · Low Volume Road Expenditures	576.35	53,038.75	36,000.00	-35,423.65	1.6%
5000 · Other Grant Expenditures	3,825.00	2,747.26	13,000.00	-9,175.00	29.42%
5100 · Salary/Benefits to County	46,294.34	36,199.48	126,950.00	-80,655.66	36.47%
Transfer to UGW Funds	0.00	0.00	26,693.00	-26,693.00	0.0%
5250 · D&G Rd Expenditures	122,582.93	70,158.83	91,000.00	31,582.93	134.71%
5505 · Telephone	1,590.03	1,481.68	3,000.00	-1,409.97	53.0%
5510 · Postage	0.00	60.75	800.00	-800.00	0.0%
5520 · Supplies/Equipment	3,319.80	8,183.26	11,000.00	-7,680.20	30.18%
5531 · Leased Equipment	7,084.09	7,315.56	11,200.00	-4,115.91	63.25%
5535 · Advertising	496.72	170.45	650.00	-153.28	76.42%
5540 · Professional Services	7,181.12	742.50	7,575.00	-393.88	94.8%
5550 · Personnel Expenses	269,859.36	257,009.36	444,111.00	-174,251.64	60.76%
5608 · Programs	3,199.13	11,848.91	7,000.00	-3,800.87	45.7%
5700 · Water Monitoring-Chem/Lab	0.00	0.00	10,700.00	-10,700.00	0.0%
5805 · Travel/Meals	0.00	1,226.52	2,000.00	-2,000.00	0.0%
5815 · Training/Conferences	773.19	842.05	3,773.00	-2,999.81	20.49%
5820 · Dues & Subscriptions	2,575.02	2,412.63	4,500.00	-1,924.98	57.22%
5870 · Repairs & Maintenance	11,493.85	11,701.68	15,220.00	-3,726.15	75.52%
5880 · Heat & Electric	3,905.41	2,530.39	7,000.00	-3,094.59	55.79%
5900 · Vehicle Expense	2,995.41	821.10	4,650.00	-1,654.59	64.42%
5940 · Capital Improvements	0.00	0.00	8,629.00	-8,629.00	0.0%
5950 · Misc Expense	297.27	2,015.00	800.00	-502.73	37.16%
Total Expense	488,049.02	470,506.16	836,251.00	-348,201.98	58.36%

- 1 FY 21/22 Low Volume Road 50% Advancement Received from SCC (\$20,000)
- 2 FY 21/22 Dirt and Gravel Road 50% Advancement Received from SCC (\$51,064)

Pike County Conservation District
Summary Balance Sheet
 As of August 31, 2021

	<u>Aug 31, 21</u>	<u>Jul 31, 21</u>	<u>Aug 31, 20</u>
ASSETS			
Current Assets			
Checking/Savings			
007 · UGW Fund	289,917.29	289,914.76	253,851.13
006 · Low Volume Road Fund	26,315.37	6,315.15	22,909.16
005 · Clean Water Fund	15,155.82	13,154.64	13,561.02
002 · Conservation Fund	169,205.84	169,204.36	136,622.92
003 · Dirt & Gravel Municipal Fund	120,553.98	120,552.93	185,083.31
004 · Operating Account	151,335.87	160,985.92	153,565.97
Accounts Receivable	0.00	0.00	4,877.37
Total Current Assets	<u>772,484.17</u>	<u>760,127.76</u>	<u>770,470.88</u>
Fixed Assets	167,576.37	167,576.37	188,013.58
TOTAL ASSETS	<u><u>940,060.54</u></u>	<u><u>927,704.13</u></u>	<u><u>958,484.46</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable	1,708.47	3,102.58	4,131.08
Other Current Liabilities	152,581.24	152,581.24	174,890.30
Total Current Liabilities	<u>154,289.71</u>	<u>155,683.82</u>	<u>179,021.38</u>
Total Liabilities	154,289.71	155,683.82	179,021.38
Equity	785,770.83	772,020.31	779,463.08
TOTAL LIABILITIES & EQUITY	<u><u>940,060.54</u></u>	<u><u>927,704.13</u></u>	<u><u>958,484.46</u></u>

Pike County Conservation District
Michele Long, Executive Director (ED) Report for September 2021

Board Agenda

- **Financial Accounts, Policies & Procedures** – The updated Financial Accounts, Policies and Procedures is attached for the Board consideration. There are minor changes with the addition of the Board consideration of using electronic payments for our programs. Having Board approval on this policy can help us move forward in providing this option for payment.
- **Bluestone Blvd Low Volume Road Contract Extension** - Chris Ingulli will provide an update on the extension requested by Westfall Township.
- **QAB meeting updates/Bartleson Road Dirt and Gravel Road contract**- The Quality Assurance Board met on September 9th. A review of the QAB meeting along with any recommendations will be reviewed at the Board meeting as well as the approval of a contract for the Bartleson Road Dirt and Gravel Road contract for Palmyra Township. Minutes for this meeting will be distributed prior to the meeting.

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

- Fall fish sampling has been scheduled for the third week in September. We will be notifying landowners and doing some reconnaissance of the sites prior to sampling. We have 5 sites to complete.

Groundwater Monitoring

- Well run was completed in August by ED, Program Specialist and Communications Coordinator. USGS consultant will be available in September to train the new Watershed Specialist.

102/105 Delegated Programs

- See attached Technical staff August reports for specifics on Projects/permitting activity. With Hurricane Ida coming through the area at the end of the month we only saw a few Emergency permits issued from the DEP Northeast Regional office (NERO), there were a number of materials distributed to staff to handle calls regarding how to deal with flooding issues.
- We continue to work with PennDOT and their contractors on compliance issues on the 84/450 site.
- Still working on resolving issues at Delaware Plaza and Raymondskill Creek Estates with their basins; working with the landowners and their engineer on an NPDES permit for sites on the Aikolai LLC properties; SR 2001, Section 402 will have to renew their NPDES permit; working on setting up a meeting with DEP NERO and Blooming Grove Township to discuss common plan of development and NPDES procedures and regulations.
- Notified Milford Township Supervisors that the Milford Highlands NPDES permit will be expiring, and all lots not yet built would need to submit their own NPDES permit. We have been in discussions with the homeowner's association, numerous landowners, and the current permit holder on this project since 2019.
- After Labor Day the District worked with a number of agencies and the contractor on the Millrift Dam dredging complaints in Westfall township.

Forest Stewardship/ Gypsy Moth Program/Spotted Lanternfly

- Additional sightings were found in the lower part of the county which have been reported.
- We received lawn signs for businesses or individuals to pick up to have on their lawn to alert neighbors about the SLF.
- Gypsy Moth – We will be discussing options with the county on how to notify residents of any potential issue in the county for 2022. We only received 10 phone calls at the office, and they were all over the county and are unverified at this time.

Dirt Gravel Low Volume Roads

- The QAB report will review any updates in this program from August.

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.

Rebranding

- STEM educational series “On the Road” with Communications Coordinator Devan George was at Hemlock Days in Hemlock Farms, Wally LakeFest, presentations with the Senior Centers and the St. Vincent’s Church Group. At these programs folks are asked to sign up for our newsletter. There are a few scheduled for September as well.

Pike/Wayne Conservation Partnership

- The Biodiversity Jam as part of the Science on Tap program went really well with 6 speakers and a captive audience. Science on Tap has three more events scheduled this fall. Flyers have been distributed and promoted on social media. They will be held at Here and Now Brewery in Honesdale and at the Wallenpaupack Brewery in Hawley.

Relationship building

- September E-Newsletter – Article on “Health and Nature” by Communications Coordinator Devan George; an announcement of the PCCD 65th Proclamation by the Pike County Commissioners; Promotion of the Science on Tap partnership series; Links to report sightings of Spotted Lanternfly.

Source Water Protection/Water Quality

- Program Manager Ellen Enslin is working with the Matamoras Municipal Water Authority and PA DEP on a potential sourcewater protection plan. Their first meeting was held on September 7th.
- The next Pocono Sourcewater Collaborative meeting is scheduled for September 27th.

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

- The new round of Growing Greener grants will be announced in September.
- The DGLVR \$500,000 LWWMD grant is still awaiting contracts to move forward with the project.
- The PACD minigrant for the community wastewater program was terminated due to the move to an all-virtual program. ED notified PACD and the group working on the project that we will regroup for a program in October.

Staff Training

- Staff continue to work on their QuickBooks and Grant Writing courses through Lackawanna college.
- PACD is also offering a QuickBooks training which Ellen, Chris and myself are all attending. It will be available on the Clean Water Academy.
- Ellen Enslin continues to complete the New Manager Boot camp training virtually. Ellen and I will be attending the Management Summit from September 14-16 in State College.
- Technical staff continue to complete trainings being offered on the Clean Water Academy. There will be a virtual Fall training for technical staff in October.

Personnel

- The new Watershed Specialist Rachael Marques started with the District on September 7th. She will attend the Board meeting to introduce herself.
- The advertisement and interviews for the Administrative Assistant were conducted in August.
- Completed 2 staff evaluations in August.
- Weekly Technical Staff meeting/ Bi-weekly meetings with each staff member to review projects, workloads, etc.

Operations/Building

Financial

- The Board approved the 2020 Audit. As of today the final document has not been received as we are waiting for the County Solicitor to submit a letter regarding District activities to finalize the report. Audit reports are to be submitted to the SCC in order for the District to receive funding through the Conservation District Fund Allocation Program (CDFAP).
- The County auditors completed their review of our financials for 2020 with a few notes regarding tracking Voided checks.
- Draft of the Fees for Services is being developed.

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.

Stakeholder Collaborations – Economic Development and Resource Management

- ED and the Program Manager met with the Planning office staff and the consultant to provide feedback on stormwater issues in the county for the Pike County Hazard Mitigation Plan update.

102/105 Communications

- Staff continue to participate in Bi-weekly meetings with the DEP NE Region Staff and Districts.
- The final rulemaking for the NPDES Permit Application annual fee was published in the PA Bulletin on 8/28/2021
- DEP is seeking comments on a draft Chapter 105 Alternatives Analysis Guidance which deal with Individual Water Obstruction and Encroachment Permits under 25 PA. Code Chapter 105. Comments are due by October 4th.

PCCD Chapter 102 and Chapter 105 Delegated Program Report for August 2021

Inspections

Date	Project Name	Municipality	Program	Inspector	Site Status
8/3/2021	Paddlers Point	Westfall	102	MQ	Routine
8/5/2021	Lehman Lake Dam	Lehman	102	MQ	Routine
8/5/2021	SR 84, Section 450	Multiple	102-State	JO/EE	Non-compliance
8/5/2021	Dollar General	Greene	102	JO/EE	Routine
8/6/2021	Westfall Senior Center	Westfall	102	MQ	Routine
8/6/2021	Rt 6 Shi Property	Milford Twp.	102	MQ	Initial
8/6/2021	SR 2001, Section 402	Multiple	102-State	EE	Routine
8/9/2021	SR 84, Section 449	Multiple	102-State	EE	Routine
8/12/2021	Westfall Senior	Westfall	102	MQ	Initial
8/13/2021	Delaware Plaza	Delaware	102	JO	Routine
8/18/2021	ECSM 9379 - SR 507 Culvert Repair	Palmyra	102-State	CI	Routine
8/20/2021	Rivers Edge	Westfall	102	MQ	Routine
8/25/2021	SR006-Sec 408	Westfall	102	MQ	Routine
8/25/2021	SR 0084 Section 450 Reconstruction	Multiple	102-State	JO/EE	Non-compliance

Plan & Permit Reviews

Date	Project Name	Municipality	Program	Tech	Project Status
8/2/2021	Fisher Lane Culvert Replacement	Dingman	102	JO	Adequate
8/2/2021	Fisher Lane Culvert Replacement	Dingman	105	JO	GP Acknowledged
8/9/2021	SR 0084 Section 495 Reconstruction	Multiple	102-State	JO	Initial Technical Plan Review
8/11/2021	Millrift Dam Dredge	Westfall	102	MQ	Initial Technical Plan Review
8/11/2021	Pocono Lakefront Major Mod	Palmyra	102	JO	Initial Technical Plan Review
8/12/2021	Palmyra Twp. Beach Dredge	Palmyra	102	CI	Adequate
8/17/2021	Millrift Dam Dredge	Westfall	102	MQ	E&S plan Inadequate
8/17/2021	Harford House	Milford Boro.	102	MQ	Initial Technical Plan Review
8/18/2021	Harford House	Milford Boro.	102	MQ	Adequate
8/20/2021	Riverside on the Delaware	Westfall	102	MQ	Follow-Up Technical Plan Review
8/23/2021	Riverside on the Delaware	Westfall	102	MQ	Follow-Up Technical Plan Review
8/24/2021	Porters Lake H&F Spoils Site	Porter	102	JO	Adequate
8/25/2021	SR 739 WID	Blooming Grove	102-State	JO	Follow-Up Technical Plan Review
8/27/2021	Westfall Site	Westfall	102	MQ	Incomplete Application
8/27/2021	Spruce Run Bridge Maintenance	Porter	105	JO	Applications Withdrawn

8/27/2021	Wild Acres Development Sewer Plant	Dingman	102	JO	Complete Application
8/31/2021	PCLP Ave O&P gasoline replacement	Westfall	102	MQ	Initial Technical Plan Review
Complaints					
Date	Complaint #	Municipality	Program	Tech	Action
8/4/2021	21-34	Palmyra	102	CI	Final/Closed
8/4/2021	21-31	Blooming Grove	102	CI	Final/Closed
8/4/2021	21-30	Blooming Grove	105	CI	Routine
8/4/2021	21-22	Milford Twp.	102	MQ	Routine
8/12/2021	21-43 (Arcadia Lot 8)	Dingman	105	EE	Initial
8/18/2021	21-45	Palmyra	102-State	CI	Final/Closed
8/19/2021	21-25	Lackawaxen	102	MQ	Final/Closed
8/20/2021	21-42	Palmyra	102	CI	Initial
8/30/2021	21-47	Shohola	105	MQ	Final/Closed
Technical Assistance					
Date	Name/Project	Municipality	Program	Tech	Type/Topic of Assistance
8/2/2021	SR 84, Section 450 Project	Multiple	102-State	JO/EE	Dewatering Conference Call w/PennDOT/DEP
8/3/2021	Tanglwood Lake	Palmyra	102	CI	Site Visit for Lake access point
8/3/2021	November Nickett	Palmyra	105	CI	GP-3 phone walkthrough
8/3/2021	James Strackbein Jr.	Lackawaxen	105	MQ	Info for GP-3
8/3/2021	Mitch Jacobs	Westfall	102	EE	One Sky technical review
8/3/2021	Mott MacDonald Engineers (Wild Acres	Delaware	102	JO	Conference call pre application meeting
8/4/2021	Jason Boyco Kittatinny Canoes	Lackawaxen	102	MQ	E&S plan for building on Lackawaxen River
8/4/2021	Heli Myyryläinen	Dingman	105	JO	GP2 registrations
8/4/2021	Matthew Livingston (Raymondskill Creek	Dingman	102	JO	Infiltration basin remediation plan
8/4/2021	Brian Canary (LR Kimball, SR 0084	Multiple	102-State	JO	Minor ammendment submittal
8/5/2021	Shohola Twp. Resident	Shohola	Non- delegated	CI	Sewage Questions
8/5/2021	Gene Ruzanski	Lackawaxen	102	MQ	Plot plan for Lot 102 BHW
8/5/2021	Mike Goffredo	Milford Twp.	102	MQ	Spillway correction DG Shohola
8/6/2021	Mike Goffredo	Milford Twp.	102	MQ	Spillway correction DG Shohola
8/6/2021	Karleus	Matamoras Boro.	102	MQ	NPDES pre-app mtg
8/6/2021	Gene Ruzanski	Lackawaxen	102	MQ	BHW- Lot 104 submittal
8/6/2021	Chuck Givler	Westfall	102	MQ	Millrift dam dredging
8/6/2021	Bill Rowley (Ingram, DG Greentown)	Greene	102	JO	NPDES permittee responsibilities

8/9/2021	Tim Dugan	Porter	105	CI	Questions regarding Porter Lake Dam Project
8/9/2021	Tim Dugan	Porter	105	JO	Porters Lake Dam Rehab info
8/9/2021	Mitch Jacobs (Kiley, Pocono Lakefront)	Palmyra	102	JO	Major modification to NPDES permit
8/10/2021	Roberto Delgado	Dingman	105	EE	Arcadia Lot 8, utility crossing of
8/10/2021	Gene Ruzanski	Dingman	105	EE	Arcadia Lot 8, utility crossing of
8/10/2021	Rich Tussel	Lackawaxen	105	JO	Stream encroachments
8/11/2021	Porter Twp. Resident	Porter	105	CI	Concerns with Porter Lake Dam Project/Bushkill dewatering
8/11/2021	Lighthouse Marina	Palmyra	Non-delegated	CI	Questions regarding dock signage on Lake Wallenpaupack
8/11/2021	Matamoras Gasline replacement	Matamoras Boro.	102	MQ	Pre-application meeting NPDES permit
8/11/2021	Matt Schwartz	Westfall	102	MQ	Electronnic Clean fill forms
8/11/2021	Jason Marie (Mott Macdonald, Wild Acres	Delaware	102	JO	NPDES permit digital submittal
8/12/2021	Porter Twp. Resident	Porter	105	CI	Concerns with Porter Lake Dam Project/Bushkill dewatering
8/12/2021	Chris Morgan	Westfall	102	MQ	Stream determination for
8/12/2021	Christina Lake	Dingman	102	JO	Odenath subdivision
8/12/2021	Andrew Hilinski, DG	Greene	102	JO	Co-permittee registrations
8/12/2021	Maria Borman (Mott MacDonald, Wild	Delaware	102	JO	NPDES permit digital submittal
8/13/2021	DJ Roberts	Palmyra	105	CI	Stream Dredging requirements
8/13/2021	BHW Lot 104	Blooming Grove	102	MQ	Next steps after plan approval
8/13/2021	BHW Lot 135	Blooming Grove	102	MQ	Minor amendment for increased impervious
8/13/2021	Bryan Snyder	Lehman	102	JO	Flow easements
8/13/2021	Linda Lohner	Palmyra	Non-delegated	JO	Electronics recycling
8/15/2021	Ms. Soto	Dingman	105	JO	Wetland encroachments and
8/16/2021	Charlie Tipper	Palmyra	105	CI	Dredging/GP-3/Beach
8/16/2021	DJ Roberts	Palmyra	105	CI	Stream Dredging requirements
8/16/2021	Greentown Resident	Greene	102	CI	Timber Harvest/Small E&S
8/16/2021	Christina Lake	Dingman	102	JO	Stormwater management
8/16/2021	Victor Perez (Lehman's	Lehman	102	JO	NPDES permit transfers
8/16/2021	Roberto Delgado	Dingman	105	EE	Arcadia Lot 8 stream crossing update
8/17/2021	Millrift Dam Dredge	Westfall	102	MQ	E&S plan Inadequate
8/17/2021	Chris Wood (Dingman	Dingman	102	JO	Odenath subdivision
8/17/2021	Christina Lake	Dingman	102	JO	Odenath subdivision
8/17/2021	Jason Marie (Mott Macdonald, Wild Acres	Delaware	102	JO	infiltration testing
8/17/2021	SR 2001 Section 402-PennDOT	Multiple	102-State	EE	Conf. Call re: compliance and renewal

8/18/2021	Chris Martel	Milford Twp.	102	MQ	Permits needed Lot 1 Milford Highlands
8/18/2021	Chris Karelus	Matamoras Boro.	102	MQ	Forms & fees for E&S plan submittal
8/18/2021	SR 2001 Section 402-	Multiple	102-State	EE	PCSM issues on site-email
8/18/2021	SR 84, Section 450	Multiple	102-State	EE	TRM installation in channels
8/19/2021	Aikolai USA One, LLC	Blooming Grove	102	EE	Aikolai NOV Admin. Conf.
8/20/2021	Sarah Wilson (Lot 1 Milford Highlands)	Milford Twp.	102	MQ	NPDES permitting needs
8/20/2021	492 Westshore Dr.	Lackawaxen	105	MQ	GP3 site visit
8/23/2021	Gary Shuman	Westfall	102	MQ	Millrift dam dredging tech def. letter
8/23/2021	Geoff Pitcher (Rivers	Westfall	102	MQ	IR corrections
8/23/2021	E. Gillio	Lackawaxen	105	MQ	PNDI search for GP2
8/23/2021	Missy Prugar (B&J, Spruce Run Bridge)	Porter	105	JO	Bridge maintenance activities
8/23/2021	Carl Deluca	Blooming Grove	102	JO	Aikolai USA One site history
8/24/2021	Gary Shuman	Westfall	102	MQ	Millrift dam dredging tech def. letter
8/24/2021	Vince Flatt (Delaware Township)	Delaware	105	JO	Chapter 105 waiver 2
8/25/2021	Gary Shuman	Westfall	102	MQ	Millrift dam dredging tech def. letter
8/25/2021	Joe Schapp	Blooming Grove	105	JO	GP8 paperwork
8/26/2021	Missy Prugar (B&J, Spruce Run Bridge)	Porter	105	JO	GP3 eligibility
8/26/2021	Will Whitehead (Kiley, Odenath subdivision)	Dingman	102	JO	Common plan of development
8/26/2021	Amy Palomara (Mott MacDonald, Wild	Delaware	102	JO	NPDES resubmission
8/26/2021	George Kise (Aikolai Lots 1 & 6)	Blooming Grove	102	JO	NPDES review timeframes
8/26/2021	Gene Ruzanski	Dingman	102	EE	Arcadia Lots 8 and 9 CAP
8/27/2021	Mitch Jacobs	Westfall	102	EE	Conf. call w/DEP re:One Sky
8/27/2021	Mike Letson	Westfall	102	EE	Kinder Morgan-waterbar
8/30/2021	Chuck Givler	Westfall	105	JO	105 vs 102 earth disturbance
8/30/2021	Cindy- Shorten homes	Blooming Grove	102	MQ	Lot 135- PCSM amendment
8/30/2021	Burma Pedranti	Milford Twp.	105	MQ	Stream bank stabilization- Vandermark Creek RC&D

September 2021 DEP Conservation District Field Rep Talking Points

Policies and Procedures

District Director Nomination Process - In mid-July, the SCC sent letters to county chief clerks encouraging them to work with district managers to update the county nominating organizations for the 2022 Director nomination process. On August 18, the SCC sent a follow-up email to chief clerks asking them to begin the formal process soliciting nominations for upcoming vacancies on the county conservation district board. This email also included the “Director Position Description”, Procedures for “Nominating Conservation District Directors”, “Sample Letter”, “Nominee Questionnaire”, and “New Director Appointment Submission Form.” Chief clerks have been asked to contact nominating organizations no later than September 15. Conservation district managers should confirm with chief clerks which director terms need to be filled and ensure they have current mailing addresses for nominating organizations.

The SCC has scheduled the “**Director Nomination Process**” webinar for **September 22 from 10:00 – 11:00**. This webinar will explain in detail the director nomination process. County chief clerks and conservation district managers are invited to attend this webinar.

Sunshine Act Amendments –Senate Bill 554 of 2021 amends the Pennsylvania Sunshine Act to include an agenda requirement. This amendment requires all agencies to post an agenda of issues to be deliberated or planned official action at least 24 hours prior to any regular or special public meetings of the agency. The agenda must be posted to Websites*, agency offices, and meeting sites, and available at the meeting itself *(including other social media platforms, such as Facebook). These changes take effect on August 29. The SCC sent an email on August 5 to all conservation districts with details of the changes and how districts need to comply. Additional information and training calendar may be found at the Office of Open Records Website: <https://www.openrecords.pa.gov/index.cfm>

Office of Open Records Notice Regarding Virtual Meetings – Last year, the legislature passed Act 15 of 2020 in response to the COVID-19 Emergency Declaration. Part of the act addressed public meetings by allowing the use of internet-based platforms and social media to facilitate electronic or “virtual” gatherings. With the lifting of mask requirements and occupancy limitations related to the COVID-19 global pandemic, all agencies should return to pre-COVID status with respect to public meetings and the expectation that meetings will include a physical gathering that allows for public attendance, observation and comment. Hybrid meetings (in-person with call-in capabilities) are still acceptable.

<https://www.openrecords.pa.gov/alert.cfm?id=17>

Retaining Virtual Participation Options for District Board Meetings – As conservation district boards begin to hold in person meetings again, the SCC recommends conservation districts continue to offer a way for board members, cooperating agencies, and the public to participate in meetings either through conference call or video conference. Cooperating agency staff may not be allowed to attend in person meetings during this time and board members and the public may not feel comfortable attending. Providing a virtual option will allow greater participation in conservation district board meetings.

Clean Water Academy

The Clean Water Academy Training is available at the link below.

<https://pacleanwateracademy.remote-learner.net/course/view.php?id=478>

Maintaining Attachment B Forms in the Clean Water Academy – Conservation districts are reminded to maintain their district’s Attachment B in the Clean Water Academy for both the 102 and 105 Programs. When a staff person leaves, the conservation district, will need to change the Employment Status to “Former” employee and select an Employment End Date. Then press Save. When you hire new staff, you need to complete a new Attachment B. This will inform DEP staff involved with ePermitting that they are no longer involved in the program.

If you have questions on the Attachment B forms in the Clean Water Academy please contact Jay Braund at jbraund@pa.gov

Exceptional Value Wetlands Webinar- The recording of the Exceptional Value Wetlands webinar, held on July 28, is available for viewing on the Clean Water Academy (CWA). Websites referenced during the webinar can also be accessed through the CWA link: [Exceptional Value \(EV\) Wetlands](#). You will need to log in to the CWA in order to access the webinar. This presentation covers the basic considerations necessary to review or conduct an analysis of whether a wetland is exceptional value as classified in accordance with 105.17 (relating to wetlands) and discuss some regulatory linkages between Chapters 93, 96, and 105 regarding exceptional value wetlands. This webinar is **not intended to provide instruction on making final EV Wetland existing use determinations.**

Funding Opportunity

USDA Agreements for Racial Justice and Equity - U.S. Department of Agriculture (USDA) to Invest \$50 Million in New Cooperative Agreements for Racial Justice and Equity. The USDA is investing up to \$50 million in cooperative agreements to support historically underserved farmers and ranchers with climate-smart agriculture and forestry. The Racial Justice and Equity Conservation Cooperative Agreements are available to entities for two-year projects that expand the delivery of conservation assistance to farmers who are beginning, limited resource, socially disadvantaged and veteran farmers. For detailed information see the press release at <https://www.nrcs.usda.gov/wps/portal/nrcs/detail/national/newsroom/releases/?cid=NRCSEPRD18190>
32

Chesapeake Bay Watershed

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

The Department of Environmental Protection Chesapeake Bay Office (CBO) 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>

Pilot and Tier 2 Counties Prepare Milestone and Annual Reports - During the month of August, the Pilot and Tier 2 counties continued to work with local partners and the Chesapeake Bay Office (CBO) to evaluate their progress on their Countywide Action Plans (CAPs). The Tier 2 counties -- Bedford, Centre, Cumberland, and Lebanon County – provided initial CAP progress updates and the CBO met with each county to discuss these updates and share feedback. Each county will provide its final annual progress update in September. These reports will provide an update on all of the hard work and progress these Tier Two Counties have accomplished over the past year.

The Pilot counties -- Adams, Franklin, Lancaster, and York County – also evaluated their CAPs and will be providing their second annual progress updates. Pilot counties also met with CBO and its technical team to look at data and consider how they might revise their CAPs, if needed, as part of the two-year milestone review. This review gives the counties an opportunity to adjust and revise their CAPs, taking advantage of the progress, knowledge and experience they have gained over the past two years of CAP implementation.

While counties prepared their CAP updates, state level WIP Action Leaders responded to programmatic recommendations that the eight Pilot and Tier 2 county partners shared with the WIP Action Leaders when they submitted their original CAPs. These programmatic updates were provided to the Pilot and Tier 2 counties.

Tier 3–4 Counties in the Final Stretch of CAP Development - During the month of August, all 26 of the Tier 3 and 4 counties continued to work with their local partners and action leaders to develop their draft CAPs, then met with DEP’s Chesapeake Bay Office (CBO) and the DEP Regional Office Support Teams to discuss and share feedback on each county’s draft CAP. Each CAP is composed of three items: the planning template, where all of the county’s priority initiatives are documented; the programmatic recommendations template, where the county identifies any state or federal legislation, programs or policies that the county would like the state/federal partners to consider in order to help county partners with meeting their CAP goals; and the detailed Best Management Practices entry form, where each county provides more details on their nutrient reduction numeric goals.

The counties are finalizing their CAPs, with a final submission date at the end of September. Once the CAPs are complete, the Tier 3 and 4 counties will join the Pilot and Tier 2 counties in implementing their plans.

Dates to Remember

SCC Meetings – 1:00 PM

Hybrid Meeting	September 14
Hybrid Meeting	November 9

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

Conference Call	October 12
Conference Call	December 14

Management Summit

Wyndham Garden, State College	September 15 – 16
-------------------------------	-------------------

SCC Direction Nomination Process Training

Webinar	September 22	10:00 – 11:00
---------	--------------	---------------

Conservation District Watershed Specialist Meeting

Virtual Conference

October 5-7

Nutrient and Manure Management Roundtables

Virtual Roundtable	September 23	9:00 – 11:00
Virtual Roundtable	September 28	1:00 – 3:00

Please note, the agenda and materials covered will be identical at both the virtual roundtables, so plan to attend only one of the days.

Nutrient and Odor Management Program Update Webinars

Nutrient Management Planning Spreadsheet Version 8.0 and Nutrient Balance Sheet Version 6.0 Updates: <https://psu.zoom.us/j/93559897063>

November 1	12:30 - 2:00
November 2	10:00 - 11:30

Nutrient Management Technical Manual Version 12 Updates:

<https://psu.zoom.us/j/95572736548>

November 1	10:00 - 11:30
November 2	12:30 - 2:00

Nutrient Management and Manure Management Administrative Manual Version 6 Update:

<https://psu.zoom.us/j/91819200883>

November 10	8:30 - 10:00
November 12	8:30 - 10:00

Odor Management Program Guidance and Technical Manual Version 4 Update:

<https://psu.zoom.us/j/99408839004>

November 16	12:30 - 2:00
November 17	8:30 - 10:00

Please note, the agenda and materials covered will be identical at both the webinars of the same title, so plan to attend only one of each of the two scheduled webinars with the same title.

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

5925 Stevenson Ave., Suite A • Harrisburg, PA 17112 • 717-238-7223 • 717-238-7201 (FAX) • www.PACD.org



PACD Rewind

Monthly Report 08/01/21 – 08/31/21

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

Annual Conference

- Cleaned up, approved, and posted minutes

Communications

- Updated and managed the PACD listserves
- Updated www.pacd.org
- Sent three *Front Page* e-newsletters
- Submitted 26 posts on social media channels
- Created social media messages for September shared messaging with districts
- Compiled and distributed monthly rewind report to membership
- Wrote and distributed a press release on Kelly Stagen being elected President
- Wrote and released a press release on the invasive species hearing
- Wrote fall car maintenance PSA (60-, 30-, 15-second versions, and 90-second video script)

Executive Board

- Met with Sonia Wasco to review financials
- Prepared and sent out September meeting information, including monthly staff report

QuickBooks Training for Conservation Districts

- Held practice run for QuickBooks Basics training webinar
- Created intro scripts, PowerPoint, and SurveyMonkey evaluation
- Hosted QB Basics webinar
- Sent out follow-up email w/evaluation link and followed up with a reminder email
- Sent evaluation results to presenters

Human Resources and Office Management

- Processed two payrolls
- Managed accounts receivable and accounts payable
- Worked with Merrill Lynch and ADP to move 401k to ADP
- Obtained final quote, scheduled, and oversaw switchover from Comcast to Verizon
- Worked w/IT consultant and Stratix to make internal changes for Comcast/Verizon change

Meetings and Events Attended

PACD staff attended/participated in the following events:

- PSCFO meeting
- Center for Rural PA Hearing on Invasive Species
- Ag Progress Days
- PRISM meeting
- SCC meeting
- Met with Turnpike Commission on NPDES permit consistency
- Held monthly managers meeting

Partner Activities

- Attended NACD Executive Director meeting
- Attended Berks County CD 75th Anniversary Event
- Met with DCNR and PDA on potential US Forestry Grant possibility
- Created PACD Ad Hoc Budget Committee and asked for volunteers
- Created 102/105 mentor list for new technicians
- Started to prepare for PACD committee appointments

Strategic Planning

- Continued implementing strategic plan

Grants and Special Projects

102/105 Technical Training Grant

- Held virtual planning workgroup meeting on August 3
- Coordinated fall planning workgroup meeting
- Gathered information for, created, and distributed surveys to technicians and managers
- Clean Water Academy (CWA)
 - Provided website administration and technical support
 - Created webpage under Chapter 102 new staff training program that contains a list of classroom training events
 - Courses sent to DEP for review
 - Chapter 102 ePermitting
 - Recorded Webinars Added
 - EV Wetlands
 - Concepts of the E&S Process

Agricultural Conservation Technical Training

- Intro to Conservation Planning
 - Reviewed current applicants and shared with NRCS
- Conservation Planning Part 2
 - Reviewed and signed hotel contract and BEOs

- Booked a port-a-potty
- 2021 Basic & Level II Boot Camp
 - Reimbursed Basic and Level II hotel overnights
 - Assembled binders for Basic and Level II
 - Contacted Basic and Level II with agenda, directions, items to bring, COVID protocols
 - Ordered lunches for the training
 - Ordered publications for participants
 - Sent BEO to Holiday Inn for Level II
 - Merged and printed nametags
- Began working w/NRCS to add Level I Boot Camp webinar recordings to Clean Water Academy

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

- Reviewed and submitted reporting information as needed

Conservation Reserve Enhancement Program (CREP) Grant

- CREP Cost-share
 - Processed new cost-share
 - Made cost-share payments
- CREP Outreach Program Office (COPO)
 - Water Words that Work (WWTW) Outreach Project
 - Started planning second year of the CREP Outreach project
 - Landowner Guide to Buffer Success
 - Distributed about 1,800 Landowner Guides to conservation districts and partners

DCNR Riparian Forest Buffer Program

- Processed two multi-functional riparian buffer project applications
- Signed two grant agreements for approved projects
- Processed one final report
- Approved a time extension

NRCS Employee of Record (Funded by NACD)

- Provided support and oversight as needed

Engineering Technical Assistance Program Grant (TAG)

- Completed and submitted monthly invoice and report to DEP

Leadership Development Program

- Completed Unit 3 (District Administration) of New Manager Training
- Received and approved three letters of intent for 2021-22 Strategic Planning Grants program
- Finalized agenda and event details for 2021 Management Summit
- Began content and format planning for 2022 Staff Conference & Director training

PA Nonpoint Source Pollution Education Office

- 2021-22 NPS Mini-grant Round
 - Reviewed four final reports and issued reimbursements
 - Reviewed four mid-term reports
 - Reviewed and approved budget changes for two projects

- Reviewed eleven mini-grant materials
- Cancelled one project at the district's request
- 2021 Virtual Watershed Specialist Meeting
 - Confirmed session dates and times with all presenters
 - Created webinar series in Zoom
 - Set up, opened, and advertised registration
- Ag Meeting
 - Held initial planning meeting and distributed notes to workgroup
 - Developed survey for districts to gather and prioritize topic ideas



DATES TO REMEMBER

QuickBooks Training Webinar Series for Conservation Districts: Advanced Training

- September 9, 2021 | 10 a.m. - Noon

Leadership Development: New Manager Pre-Conference Session

- September 14, 2021, Wyndham Garden State College, Boalsburg, PA

Building for Tomorrow 2021 Management Summit

- September 15-16, 2021, Wyndham Garden State College, Boalsburg, PA

PACD South West Region Meeting

- September 21, 2021

QuickBooks Training Webinar Series for Conservation Districts: Payroll

- September 23, 2021 | 10 a.m. - Noon

PACD North West Region Meeting

- September 30, 2021

PACD North East Region Meeting

- October 8, 2021

2021 Conservation District Watershed Specialist Webinar Series

- October 5-7, 2021, Event Contact: Molly Burns, mburns@pacd.org

PACD North Central Region Meeting

- October 14, 2021

PACD South Central Region Meeting

- October 15, 2021

Intro to Conservation Planning

- October 19-21, 2021, Holiday Inn Harrisburg (Hershey Area), Grantville, PA

Fall Leadership Development Series: Succession Planning & Management for Conservation Districts (Part 1)

- October 27, 2021 | 12 p.m. - 1:30 p.m.

PACD South East Region Meeting

- October 28, 2021

Fall Leadership Development Series: Succession Planning & Management for Conservation Districts (Part 2)

- November 3, 2021 | 12 p.m. – 1:30 p.m.

Fall Leadership Development Series: Conservation Leadership and Environmental Justice

- November 10, 2021 | 12 p.m. – 12:45 p.m.

STAFF CONTACT INFORMATION			
NAME	TITLE	PHONE #	E-MAIL
HARRISBURG OFFICE			
Brenda Shambaugh	Executive Director	717-794-6103	bshambaugh@pacd.org
Amy Brown	Director of Operations	717-794-6104	abrown@pacd.org
Shannon Wehinger	Director of Communications & Education	717-794-6112	swehinger@pacd.org
Molly Burns	Project & Event Specialist	717-794-6110	mburns@pacd.org
Holly Miller	Program Manager	717-794-6105	hmiller@pacd.org
Matt Miller	Leadership Development Coordinator	717-794-6111	mmiller@pacd.org
Nick Yeagy	Software Specialist	717-794-6106	nyeagy@pacd.org
Diane Young	Administrative & Program Assistant	717-794-6109	dyoung@pacd.org
BLOOMSBURG OFFICE			
W. Andrew Wodehouse	Conservation Technician	570-317-9473	awodehouse@pacd.org
Dakota Welkom	Conservation Technician	570-784-4722 x9481	dwelkom@pacd.org
CLARION OFFICE			
Danielle Kalp, PE	Conservation Engineer	814-297-5261	dkalp@pacd.org
Cassie Daniels	Conservation Technician	814-297-5260	cdaniels@pacd.org
LEBANON OFFICE			
Jeff Sholly, PE	Conservation Engineer	717-376-3484	jsholly@pacd.org
Lauren Brodbar	Conservation Technician	717-376-3510	lbrodbar@pacd.org
SOMERSET OFFICE			
Phillip Gardner	Conservation Technician	814-445-8979 x4260	pgardner@pacd.org
Phillip Wilson	Conservation Technician	814-445-8979 x4254	pwilson@pacd.org

