

BRADFORD COUNTY CONSERVATION DISTRICT

THE MISSION of the Bradford County Conservation District is to lead, educate, and empower people to manage resources wisely.

January Board Meeting

WHEN: Monday, January 8, 2023, at 12:30 PM

WHERE: Zoom Meeting: Meeting ID: 815 3624 4147; Passcode: 643807

CALL IN: 1-929-205-6099; PASS CODE: 643807

LINK: <https://us02web.zoom.us/j/81536244147?pwd=aTV6N0FVMkdPK3M2RTV0Skxjc2RyUT09>

AGENDA:

- 12:30 - 12:35 Call to Order, Pledge of Allegiance
- 12:35 - 12:40 Introduction of Guests & Action on Minutes
- 12:40 - 12:50 Reports from Cooperating Agencies and Guests

Old Business – none

Committees

- 12:50 - 12:55 Energy Committee - (D)

New Business

- 12:55 - 1:00 Board Appointments – (D/A)
- 1:00 - 1:05 2024 District Committees – (D/A)
- 1:05 - 1:10 Buffer Project Contract with USC – (D/A)
- 1:10 - 1:15 ACT Agreement – D/A
- 1:15 - 1:25 Remote Deposits and Fraud Protection on Bank Accounts (D/A)
- 1:25 - 1:30 Engineering Support from Penn E&R (D/A)

Program Updates

- 1:30 - 1:35 ACAP update (D/A)
- 1:35 - 1:40 Nutrient Management Plans (D/A)
- 1:40 - 1:45 Dirt and Gravel Contracts (D/A)
- 1:45 - 1:50 Stream Crossing Projects – (Video)
- 1:50 - 1:55 Commission Report - Field Representative (D)
- 1:55 - 2:00 Treasurer's Report & Payment of Bills (D/A)
- 2:00 - 2:05 Correspondence (D)

Adjournment

Next Meeting: Monday, February 8, 2024, at 12:30 PM at Stoll Natural Resource Center & Via Zoom

A) Action D) Discussion

AGENDA BRIEFS

Old Business:

Committees:

- Energy Committee – Update from Township meeting

New Business:

- Board Appointments – Board appointments for Nicole Harris (2027), Tony Ventello (2027) and Daryl Miller (2025)
- 2024 District Committees - D/A
- Buffer Contract with USC - Discussion and consideration of approving contract
- ACT Agreement – Discussion and Consideration of approving the agreement for the Ag Conservation Technician with the Department of Agriculture
- Remote Deposits and Fraud Protection on Bank Accounts – Discussion and consideration of options for fraud protection and remote deposits
- Engineering Support from Penny E&R – Discussion and consideration of approving a contract for engineering support.

Program Updates:

- ACAP update
- DGLVR updates/contracts
- Stream Crossing Projects – Time lapse videos of a few projects

January 2024 DEP Conservation District Field Rep Talking Points

2024 Conservation District Director Nominations

Information packets for 2024 Conservation District Director nominations and appointments were sent out to county chief clerks and copies went to district managers. If your County has not yet made director appointments, district managers are encouraged to contact chief clerks to discuss the 2024 nominations process and to answer questions regarding vacancies on their board. Appointments were due to the State Conservation Commission by December 15. Your Conservation District Field Representatives or Barb Buckingham (bbuckingha@pa.gov) the State Conservation Commission are available to answer questions concerning the director nomination process.

Conservation District Team Sheets

Conservation Districts are required to update their Team Sheets in Greenport with new Directors and terms by January 31 of each year. In addition, districts should update information in the Team Sheets throughout the year whenever there are other changes including, staff, Directors, district address, phone, fax or email addresses.

Statement of Financial Interests

All Conservation District Directors are considered Public Officials and most District Employees are considered Public Employees. Any Conservation district employee that meets one or more of the criteria in the definition below **MUST** fill out a Statement of Financial Interest. Completing a statement is not optional. It is required by law. Statements are to be completed and filed with the Conservation District no later than May 1st. The general rule with this form is “when in doubt, fill it out”.

“Public Official” includes any person (*such as a conservation district director*) appointed by a governmental body (such as the board of county commissioners or the county council)

“Public Employee” includes any individual employed by the Commonwealth or a political subdivision (*like a conservation district*) who is responsible for taking or recommending official action of a non-ministerial nature with regard to: Contracting or procurement; Administering or monitoring grants or subsidies; Planning or zoning; Inspecting, licensing, regulating, or auditing any person; or Any other activity where the official action has an economic impact of greater than a de minimis nature on the interests of any person.

Please refer to the Director Handbook (pp. 4-6) or the Red Ethics Pamphlet (p. 12-15 & 31-36) for additional information. If you require additional forms go to www.ethics.state.pa.us and click on "forms" on the left side of the page.

Chapter 105 Program

DEP’s Chapter 105 & 102 e-initiatives - DEP has been working on multiple efficiency e-initiatives. These do not currently affect Conservation Districts, but The Chapter 105 program still feels it’s important for Conservation Districts to be aware that these initiatives are ongoing. On December 15th, DEP rolled out its new Public Upload with Payment system agency-wide. This system replaces the previous OnBase Public Upload. The new Public Upload with Payment is still just uploading PDF documents but now incorporates accepting electronic payment. This system leverages the e-permitting platform to obtain the payments and submissions. Another DEP initiative is to develop a paper-permit data entry platform within e-permitting to streamline data entry into eFACTS. This initiative was being worked on in the Fall 2023 for the Chapters 105 and 102 programs, but was put on hold while the public upload with payment is rolled out. Again, the paper permit entry would not be available to Conservation Districts at this time.

Chapter 105 quarterly report updates -Throughout the Summer and Fall of 2023, the Chapter 105 program has been investigating ways to improve the quarterly reporting process for delegated Conservation Districts. The purpose of this effort is that the annual e-mailing of excel forms is extremely problematic because 1) Districts still use old forms, 2) it's difficult to track, and 3) it's extremely time intensive to combine all of the submitted reports into a single data set. This process worked well during its initial rollout, but has become more and more difficult as additional priorities have been placed upon program staff. Therefore, something has to change to make it easier for all involved. Two methods were explored utilizing Microsoft Office cloud-based programs (Forms and Lists) and these were tested with a few Districts with feedback provided. All Districts that participated in testing and feedback understood the need for the change, and provided valuable feedback. The program is looking to implement this change in 2024; however, it is also in internal discussions within the Department about 1) expanding e-permitting paper permit entry to conservation districts while also 2) exploring initiatives to increase usage of e-permitting, improving the user experience, and simplifying the registration process. DEP's goal is to get as near 100% usage as possible, as electronic permitting has proven to provide significant permitting efficiencies for both applicants and review staff. These efforts would negate the need for quarterly reports; therefore, the program is waiting to pursue the new quarterly report methodology until direction on these other efforts are resolved.

Water Obstruction & Encroachment Webpage Updates - Throughout the year, the Chapter 105 program has been working on overhauling and doing a first level triage of its [webpages](https://www.dep.pa.gov/Business/Water/Waterways/Encroachments/Pages/default.aspx) on DEP's website (<https://www.dep.pa.gov/Business/Water/Waterways/Encroachments/Pages/default.aspx>). At the end of 2023, the program finished this first phase of webpage work. Some highlights of this webpage you may want to look at are: information on permitting and authorizations; compressive list of all relevant forms, publications, and guidance; information on compensatory mitigation; multiple pages on storm and flooding information; a Ponds education page replacing the old fact sheet, detailed contact information, and a webpage to list program updates.

2024 Chapter 102 New Hire Small Group Training Webinars

We are happy to announce the continuation of our small group training webinars into 2024. We have expanded Channels training to quarterly instead of semi-annual.

Additionally, we have added an abbreviated virtual basic training for new staff in the fall. We are hoping this will help bridge the gap for new staff who start just after the annual in-person basic training in May, until they are able to attend that training the following year.

Sediment Traps and Basins

- January 9, 2024: 9 AM - 12 PM
- April 2, 2024: 9 AM - 12 PM
- July 9, 2024: 9 AM - 12 PM
- September 24, 2024: 9 AM - 12 PM

Channels

- February 13, 2024: 9 AM - 12 PM
- June 11, 2024: 9 AM - 12 PM
- August 27, 2024: 9 AM - 12 PM
- December 10, 2024: 9 AM - 12 PM

Fall Virtual Basic Training

Two days: November 13-14, 2024: 9 AM – 12 PM both days

The quarterly sessions will be limited to the first 10 people and the fall Virtual Basic Training will be limited to the first 20 people who register.

To register, log into Clean Water Academy and visit:

<https://pacleanwateracademy.remote-learner.net/course/view.php?id=922>

A Teams meeting link will be provided in a confirmation email once you register.

District Directors Needed for State Water Plan Committees

The [Pennsylvania State Water Plan](#), is a document intended to inform leaders' decision making and educate all Pennsylvanians on sustainable use and stewardship of our lakes, rivers, streams, and groundwater and the next update is due out in 2027 and we're seeking fresh committee members to help us create it. Pennsylvania wouldn't have a State Water Plan without the help of a broad range of professionals who volunteer their expertise by serving on Regional Advisory Committees. They guide the development of regional components of the plan, provide recommendations to DEP and the statewide committee on the selection of consultants, and identification of critical water planning areas, and help facilitate a process for public input on the plan. If you're passionate about water resources, and would like to contribute to the development of the 2027 Update to the Pennsylvania State Water Plan please search Pennsylvania State Water Plan on your favorite search engine to see what openings are available on the '[Committees](#)' page.

Below is a listed committee openings:

- **Great Lakes:**
 - County Conservation District Director (1)
- **Lower Susquehanna:**
 - County Conservation District Director (1)
 - County Conservation District Director or Planning Commission Director or County Government Representative (1)
- **Ohio:**
 - County Conservation District Director (2)
- **Potomac:**
 - County Conservation District Director (2)
 - County Conservation District Director or Planning Commission Director or County Government Representative (1)
- **Upper/Middle Susquehanna:**
 - County Conservation District Director (1)

PA Fertilizer Law Revisions Effective January 2024

On July 11, 2022, the Pennsylvania Department of Agriculture (PDA) enacted a revised Fertilizer Law designed to reduce nutrient runoff into Pennsylvania waterways. The new provisions to the law are primarily designed to regulate the nutrient content and application of turf fertilizers and are effective January 2024.

The new law prohibits turf fertilizers from containing phosphorus unless they are organic based or labeled as a starter fertilizer. In addition, 20% of the total nitrogen is to be enhanced efficiency. When applying turf fertilizers, applicators may not exceed 0.9 pounds of total nitrogen per application and may not apply phosphorus, except for turf repair or establishment OR if a soil test indicates a phosphorus deficiency. Any inadvertent application of turf fertilizer to an impervious surface, like a sidewalk or driveway, must be removed back onto the application area.

All applicators of fertilizer must use calibrated fertilizer equipment and comply with specific environmental restrictions. These restrictions include maintaining a 15-foot buffer from banks of streams; keeping fertilizer away from water, drainage ditches, storm drains, and impervious surfaces; and refraining from applying fertilizer when heavy rains are expected. In addition, fertilizer should not be applied to frozen or snow-covered ground, nor should it be used as a snow or ice melt.

PDA is working on an outreach strategy and will provide educational materials, signs, etc. for educational purposes. Once those materials are produced, Conservation Districts can request the materials, to help spread the word on this initiative to protect water quality in PA.

For more details on the Pennsylvania Fertilizer Law, visit our website at agriculture.pa.gov/fertilizer or contact Denise Uzupis at duzupis@pa.gov.

Clean Water Academy

102 and 105 Attachment B on the Clean Water Academy – It is essential that Districts 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 102 and 105 Programs use the Attachment B online forms to enable e-permitting permissions for new staff** and to disable them for former staff. The Attachment B can be found under the Data Portal. To update Attachment B, you need to search for your county and then select the Gear icon to edit. You can then change employment status to Former and choose an Employment End Date. This helps DEP to maintain all the data systems we need to maintain and enable. [Course: Data Portal \(remote-learner.net\)](https://remote-learner.net)

PA Agricultural Conservation Assistance Program (ACAP)

SCC has developed a webpage on the PDA website where they plan to post ACAP information and webinar recordings. The webpage currently has the ACAP Guidelines, SCC BMP List and a draft ACAP Application. Also posted are past recorded webinars. All ACAP information can be found at: https://www.agriculture.pa.gov/Plants_Land_Water/StateConservationCommission/Pages/default.aspx and [The Center for Agricultural Conservation Assistance Training | Penn State Extension \(psu.edu\)](https://www.psu.edu/extension/center-for-agricultural-conservation-assistance-training/). All ACAP documents are downloadable from the Penn State Extension website.

ACAP Financial Tracking Tool and Replenishments

The new ACAP financial reporting tool is live on the PSU Center for Ag Conservation Assistance Trainings Website. Its located directly on the main page in the “Resources and Programs” section, labeled “ACAP Reporting Tool”. Click here to access the site. <https://extension.psu.edu/water/conservation-practices-and-training>

If you have not yet attempted to log and change your password in the ACAP GIS tool, please attempt to login using your email address as both your username and password. If you have changed your password without any errors, then you are now in our database and good to go. **For anyone that does get an error while attempting to log in and change your password**, please fill out the form at the link below as there is either an error with your user ID that we can fix, or we need to add you as a new user.

FORM FOR NEW USERS AND USERS GETTING ERRORS:
https://pennstate.qualtrics.com/jfe/form/SV_3TXKTIOdYbklWE6

Updates to user accounts, as there are so many being requested at this time, will happen in batches every 3-5 days. Please be patient.

Chesapeake Bay Program

CAP Implementation and Coordinator Grant – The 2024 CAP Implementation Grant round brought in applications for 226 projects that will be completed in the next 12 to 18 months, resulting in an estimated reduction of over 170,000 pounds/year of nitrogen, 122,000 pounds/year of phosphorus, and 36.3 million pounds/year of sediment. Award letters were sent to each county on December 4th.

Dates to Remember

SCC Meetings – 1:00 PM

Hybrid Meeting
Hybrid Meeting

Jan 23
March 12

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

Conference Call
Conference Call

Feb 20
Apr 9

Chapter 102 Small Group Training Series (Virtual)

Sediment Traps and Basins

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State Water Plan Committee Meetings

Conservation Districts are *very* welcome to attend State Water Plan committee meetings. There are always times available for public comment and the committee members are always excited for lively discussion. Here is the website which the program keeps up to do date with upcoming meetings and committee vacancies: [State Water Plan \(pa.gov\)](http://pa.gov)

Upcoming State Water Plan Committee Meeting dates:

Delaware	04/09/2024	9:00 am	Click here to join the meeting
Lower Susquehanna	04/10/2024	9:00 am	Click here to join the meeting
Potomac	04/11/2024	1:00 pm	Click here to join the meeting
Statewide	04/16/2024	9:00 am	Click here to join the meeting
Ohio	04/23/2024	1:00 pm	Click here to join the meeting
Great Lakes	04/24/2024	9:00 am	Click here to join the meeting
Upper/Middle Susquehanna	04/25/2024	9:00 am	Click here to join the meeting

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

December
CORRESPONDENCE

- #1 FARMSHINE
- #2 *Cumberland County Conservation District Newsletter*
- #3 *Pennsylvania TROUT* – Trout Unlimited Newsletter
- #4 WeConservePA – Membership Solicitation
- #5 PA DEP, Environmental Cleanup and Brownfields Program
 - Copy of Receipt of Intent to Remediate and Final Report to Creston Environmental, LLC for the following:
 - o Deremer BRA 21HC on the Deremer BRA Well Pad, Tuscarora Township
 - o Mowry 2 BRA Well Pad, Tuscarora Township
 - o Hopson BRA 1HC on the Hopson BRA Pad, Asylum Township
 - Copy of Final Report to Creston Environmental, LLC for the Crain BRA 4HC on the Crain BRA Well Pad, Rome Township
 - Copy of Statewide Health Standard Final Report Approval to Chesapeake Appalachia, LLC for the following
 - o Crain Methanol Release Cleanup, Rome Township
 - o CHK Deremer Pad Contaminated Soil Cleanup, Tuscarora Township
- #6 DEP Bureau of Oil and Gas Operations
 - Copy of Water Obstruction and Encroachment Permit Issuance to Chesapeake Appalachia, LLC for the North Marcellus Grippo WP – Vargason WI Temporary Waterline, Albany and Terry Townships.