

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 5, 2026, at 12:30 PM

WHERE: Zoom Meeting: Meeting ID: 885 9176 4500; Passcode: 366367

CALL IN: 1-929-205-6099; PASS CODE: 263690

LINK: <https://us02web.zoom.us/j/88591764500?pwd=aME7pASUXs9ohPZpl9UgH2qasDU5uC.1>

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
- 12:50 - 1:00 Director Nominations

Old Business

- 1:00 - 1:05 Manchester Scholarship - Award presentation
- 1:05 - 1:15 Building and Grounds Feasibility Study (D/A)

Committees

New Business

- 1:15 - 1:20 Chapter 102 Fees (D/A)
- 1:20 - 1:25 Committee Changes (D/A)
- 1:25 - 1:30 Above and Beyond Award (D)
- 1:35 - 1:40 Employee of the Year 2025 (D)

Program Updates

- 1:40 - 1:45 NM Plans – Towner Hill Hog Farm
- 1:45 - 1:55 ACAP Presentation
- 1:55 - 2:00 Commission Report - Field Representative (D)
- 2:00 - 2:05 Treasurer's Report & Payment of Bills (D/A)

Other

- 2:05 - 2:10 Correspondence (D)

Adjournment

Next Meeting: Monday, February 2, 2026, at 12:30 PM at Stoll Natural Resource Center & via Zoom

A) Action D) Discussion

AGENDA BRIEFS

- Director Nominations: Chad Spencer to conduct swearing in.

OLD BUSINESS

- Manchester Scholarship - Award presentation took place on December 29, 2025
- Building and Grounds Feasibility Study - Andy Harding conducted site visit to start the process - Anticipate hearing back after the first of the year with initial findings.

COMMITTEES

NEW BUSINESS

- Chapter 102 Fees - Recommend updating our Chapter 102 Review Fees. Fee schedule was last updated in 2022
- Above and Beyond Award
- Employee of the Year - Recognition of the Employee of the Year for 2025

PROGRAM UPDATES

- NM Plans - Towner Hill Hog Farm

OTHER

Correspondence

January 2026 Conservation District Field Rep Talking Points

2026 Conservation District Director Nominations

Information packets for 2026 Conservation District Director nominations and appointments were sent out to county chief clerks and copies went to district managers in August. District managers are encouraged to contact chief clerks to discuss the 2026 nomination process and to answer questions regarding vacancies on their board. Appointments were due to the State Conservation Commission by December 15. Director's whose terms expire December 31, 2025 may continue to serve until reappointed, they are replaced with a new appointment or for 6 months, whichever comes first. Conservation District Field Representatives and the State Conservation Commission are available to answer questions concerning the director nomination process. **Completed Director Appointment Submission Forms should be emailed to the SCC ra-agccmain@pa.gov .**

2026 Virtual Annual Watershed Specialist Meeting

The Watershed Specialist Annual Meeting will be held virtually on February 3rd-4th, 2026 for two half-day sessions. This meeting has been arranged in place of the mandatory in-person October 2025 meeting. On the first half-day we will be discussing process and procedures related to reimbursement requests and associated paperwork for the Growing Greener and Watershed Specialists grants.

We are requiring that anyone involved in the administration of these programs and the associated paperwork attend the meeting on the first-half-day.

Please find the registration link here → **Virtual Registration Form Link:**
<https://forms.gle/3cqcHw8fb9bByQbB8>

If you have any questions or comments, please feel free to contact Shane Kleiner at shkleiner@pa.gov or by phone at 570-826-2509.

Leadership Development

Director “Back to Basics” Orientation Workshop - The Leadership Development program's 2026 Board Development Initiative will include a regional “Back to Basics” Orientation Workshop designed for newly-appointed Director and Associate Directors. The program will include a condensed overview highlighting crucial information on district form and function, Director roles and responsibilities, legal requirements, partner relationships, and board development. Regional Orientation Training Sessions are scheduled for March 11 at Clinton CCD, March 12 at Cumberland CCD, March 18 at Westmoreland CD, March 24 at Monroe CCD, April 1 at the Lawrence County DPS, and April 23 at Berks CCD. Networking starts at 9am, the training will run 10am – 1pm and includes lunch. All Directors and Associate Directors, as well as district and partner staff, are welcome to attend. Visit PALeadership.org for more information and to register.

Update Needed: PAOneStop website links

We need your assistance in updating the PAOneStop Farm Planning System link and the related flyers on your websites. The correct link for PAOneStop is PAOneStop.psu.edu. Please note that all other links are not administered by Penn State and will not take users to the PAOneStop Farm Planning System. Ready-to-print PDF flyers for the PAOneStop modules are available for web posting. For more information, please contact Jennifer Weld: jlw23@psu.edu or 814-863-3500.

College Internship Opportunity with DEP Bureau of Watershed Restoration and Nonpoint Source Management

DEP is looking for two great college interns to work with DEP's Bureau of Watershed Restoration and Nonpoint Source Management (BWRNSM) this summer. Both internships qualify for part-time telework and two days a week in DEP's Harrisburg Central Office., compensated at \$17.38/hour.

One position will be working mostly with the Chesapeake Bay Partnership Section using GIS for communications and outreach tools and requires current full-time enrollment in a bachelor's degree, or advanced degree program in one of the following majors:

- Computer Science
- Geographic Information System (GIS)
- Environmental Science

DEP BWRNSM Chesapeake Bay Division Internship: [Commonwealth of PA Internships & Apprenticeships | Find Your Passion for Public Service!](#)

The second position will be working with the Nonpoint Source (NPS) Division on issues related to Agriculture Compliance, Conservation District Support, and Watershed Restoration. It requires enrollment in good academic standing as a FULL-TIME student in a bachelor's, or advanced degree program in:

- Agricultural Sciences
- Environmental Resource Management
- Environmental Studies

DEP BWRNSM NPS Internship: [Commonwealth of PA Internships & Apprenticeships | Find Your Passion for Public Service!](#)

Chapter 105 Program

PA Centric Webinar on New NRCS Manual – On Tuesday, December 16, 2025, 124 representatives of state federal and local governments involved in wetland identification and hydric soil identification participated in a webinar on the USDA NRCS' new compendium of **Hydric Soils of Problematic Conditions and Altered Materials**. This manual, released earlier in 2025, references our current understanding of problem conditions and altered soil scenarios which can cause difficulty in hydric soil identification and it also provides solutions to address these circumstances. Aaron Miller, an NRCS soil scientist, member of the National Technical Committee for Hydric Soils, and author of this publication, presented on this manual and explain its purpose and use, and discuss specific components of this manual most applicable to Pennsylvania. Please share this with other government organizations who may benefit. This webinar was recorded and will be added to the Clean Water Academy by the end of year.

Webinar on Guidance for completing Wetland Determination Forms with review considerations – On December 16, 2025, 119 representatives of state, federal, or local government organizations performing wetland identification and regulation work in Pennsylvania participated in this webinar focusing on completing the Wetland Determination Form, as well as key review considerations. This webinar was presented by Frank Plewa, a leading wetland expert Wetland Specialist from the U.S. Army Corps of Engineers – Baltimore District's Regulatory Program. Mr. Plewa brought an unparalleled wealth of knowledge to this session, having performed thousands of delineations and jurisdictional determinations and conducted hundreds of wetland identification trainings and seminars throughout his career. This webinar was recorded and will be added to the Clean Water Academy by the end of year.

Wetland Determination Walkthrough with The Army Corps of Engineers Interactive Training on Clean Water Academy - This training program is a collaborative effort between The Bureau of Waterways Engineering and Wetlands, Division of Wetlands Encroachment and Training, and the Army Corp of Engineers. This comprehensive course provides an in-depth exploration of wetland determination, guiding learners through both growing and non-growing season scenarios. Participants will learn about essential field resources and on-site considerations, with a focus on hydrology, soil, and vegetation indicators. Designed as a comprehensive experience, this training serves as an invaluable resource for professionals seeking expertise in wetland assessment.

- [Wetland Determination: Wetland Determination Walkthrough with The Army Corps of Engineers \(2.5 Hours\)](#)

Permitting Efficiency: Chapter 105 GP SOP Updated – On December 4, the Bureau of Waterways Engineering and Wetlands’ (BWEW) Division of Wetlands Encroachment and Training (Division) finalized and issued the revised Standard Operating Procedure (SOP) for Chapter 105 General Permits (GP). The effort to revise Chapter 105 SOPs was started in 2024 and the release of the GP SOP this week is the final permit processing SOP in the revision effort. The [SOP](#) and the [GP Review Checklist](#) (found in the SOP Appendices) are available in the [Chapter 105 Resource Center](#) on the Clean Water Academy. The SOP includes multiple process efficiencies such as more direct resolution of remaining deficiencies, and clear guidelines on when review staff can issue letters and general permit registrations independently. The SOP also incorporates procedures for electronic permitting systems into the SOP. The Division plans to hold a webinar in January for Chapter 105 staff to discuss this SOP.

- [Course: Chap. 105 - Resource Center, Topic: Standard Operating Procedures](#)

Cocalico Creek Watershed Restoration Watershed Permit Issuance - The Division of Wetlands, Encroachments, and Training issued the second watershed restoration permit on December 4, 2025. The permit gives consent to the Cocalico Creek Watershed Association to construct and maintain Phase 1 of the Cocalico Creek Watershed Restoration Project located in Lancaster County in the Conestoga River watershed (State Water Plan Subbasin 07). The permit term is for seven (7) years and can be extended. Phase 1 involves restoration of 1,417 feet of watercourse and 3 acres of associated floodplains. This phase will result in restoration of a total of 2.0 acres of wetlands. Future final construction plan sets for additional project phases (9 in total) will undergo separate expedited restoration plan review and approval. The project includes restoration, rehabilitation, and enhancement activities of aquatic resources across approximately 125.9 acres of the Cocalico Creek watershed. All or a portion of 34,745 linear feet of watercourse, adjoining floodplains, and associated 31.4 acres of wetlands may be affected by the overall project.

In total, the project identifies and proposes nine project areas or phases of the overall project to lessen or reverse the degradation or discontinuity through implementation of restoration, rehabilitation, and enhancement construction techniques to address the predominant causes of degradation. The watershed permit will allow the watershed organization to adapt to potential project funding sources and provide an expedited restoration approval process well into the future.

The watershed restoration permit concept was developed specifically for comprehensive large-scale restoration projects. While it addresses permitting efficiencies, it is worth noting that funding constraints may require comprehensive funding strategies as well. This permitting option provides permitting efficiencies but also requires significant planning and commitment by project sponsors.

Chapter 102 Program

Chapter 102 Quarterly Newsletter – The newsletter was emailed out the first week of January. It is also always available in the 102 Resource Center of Clean Water Academy, under [DEP Guidance, Policies, and FAQs](#). CCDs are encouraged to review the newsletter each quarter for reminders, updates, and tips. CCD staff are also welcome to make their own contributions to the newsletter; if interested, contact Luke Graver at lugraver@pa.gov.

District Fee Schedules – CCDs are reminded to review their fee schedules and revise any verbiage that indicates “permit review” or “plan review” fees to “service fees”. This terminology switch is more indicative of the processes and services that CCDs provide over the life of a permit, from application submission to permit termination. It also clarifies why applicants are still required to pay district fees even when they use SPEED for permit review. Adding an explanation statement or disclaimer to the fee schedule is not adequate unless you’ve also changed the terminology used.

Upcoming Events

- 102 Engineers Workgroup Meeting – January 12
 - Contact Lee Engel (lengel@pa.gov) if you are a District Engineer but have not received an invitation
- Enforcement Training: Tools in Our Toolbox webinar – January 30 (Level III Districts)
- CCD Listening Session on Permit Efficiency (SPEED) – March 3
- Regional In-Person E&S Training – DEP’s Bureau of Clean Water will be hosting one-day small group E&S training events at each region again in 2026. Be on the lookout for registration announcements!

Clean Water Academy

Course: 2026 Aquatic Resource Restoration Conference

The purpose of the conference is to facilitate knowledge transfer among scientists, regulators, and practitioners involved in aquatic resource restoration work in a scientifically sound manner using an evidence-based approach in recognition of modern constraints that results in the restoration of resilient aquatic resources.

Course: Encountering Acid-Producing Rock/Coal During Construction Activities

Sharon Hill from the Bureau of Mining Programs explains how to manage acid producing rock and coal during construction. She discusses identifying these materials, their impact on land development, and the planning needed to prevent pollution. Key topics include site characterization, testing for sulfur content, and the importance of licensed professionals in managing these materials. The presentation also addresses common questions about coal removal and APR handling.

Course: BLM Lookup Table for Copper Instructional Video

This video explains how to determine BLM (Biotic Ligand Model)–based copper water quality criteria using DEP’s lookup tables, including how to find Strahler stream order in eMapPA and how to use pH and DOC (dissolved organic carbon) data to select and read the correct table.

Course: MRC (Managed Release Concept)

In this course, the Pennsylvania Department of Environmental Protection (DEP) will introduce the foundational principles of MRC Stormwater Control Measures (SCMs) and their design standards. Through this course, participants will gain the knowledge and skills needed to effectively implement MRC SCMs. This course is designed for professionals involved in stormwater management, planning, and design, providing practical guidance to support sustainable and compliant stormwater practices. Additional lessons are under development.

Course: Streamlining the Budget Submission Process

Learn about the new budget data submission process, which simplifies data entry and eliminates redundant steps. The session details how to access the new system and use the updated budget spreadsheet, highlighting benefits like enhanced data analysis and reporting. It also covers the use of Excel for reporting on positions and funding, emphasizing collaboration and support for users while addressing questions about data accuracy and deadlines.

Chesapeake Bay

2025/2026 CAP Grant Awards Announced - On December 12, the 2025/2026 CAP Grant Awards were announced. Since that time, emails have been sent by the Grants Center to all counties receiving CAP awards. The emails contain the county’s award letter as well as a request for counties’ signatory information for the new grant agreements.

Counties will need to reply by email with the Name, Title, and Email Address of the individual who is authorized to sign the agreement. Once all documents and grant signature information have been received, these will be reviewed by the Department’s Grants Center and Program Staff. When the review has been completed, the grant agreement documents will be sent through the eSignature system for review and signature. The sooner counties provide this information, the quicker the Grants Center can begin to start the new agreement process.

In addition to providing signatory information, counties must also provide a Federal Funding Accountability and Transparency Act Subrecipient Data Sheet (regardless of whether they are receiving federal funds or not) and an implementation budget sheet. Those documents were provided in the award email sent by the Grants Center. Note: during the grant application, counties filled out an implementation budget sheet, but a new one must be submitted that reflects the amount of implementation funds that were actually awarded to the county via the CAP Grant (do not include funds awarded for CAP Coordinators, these were addressed in separate budget sheets).

Dates to Remember

2026 State Conservation Commission Meeting and Conference Call Dates

<u>Meetings</u>	<u>Conference Calls</u>
January 20, 2026 *	February 17, 2026**
March 17, 2026 *	April 23, 2026 (Thursday)**
May 19, 2026 *	June 18, 2026 (Thursday)**
July 23*	August 18, 2026**
September 8, 2026 *	October 20, 2026**
November 17, 2026*	December 15, 2026**

*SCC Meetings – 9:00 am Briefing Session, 10:00 am Business Meeting

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

Leadership Development Director “Back to Basics” Workshops

Clinton CD	March 11
Cumberland CD	March 12
Westmoreland CD	March 18
Monroe CD	March 24
Lawrence County Public Safety	April 1
Berks CD	April 23

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

Plan Approval

Update

NUTRIENT MANAGEMENT PLAN DATA SHEET

NAME: Doug and Gretta Fenninger

BUSINESS NAME: Towner Hill Hog Farm

LOCATION (Township/County): Rome

WATERSHED: Bear Creek to Wysox Creek

PROGRAM ENROLLMENT:

CAO CAFO Volunteer

REVISION yes no

TYPE OF OPERATION: Swine and Beef

ANIMAL GROUPS & NUMBER: 4800 finishing swine (60-285#), 25 beef cows, 25 beef calves, 10 beef finishers, and 1 bull

AEU/A: 4.5

MANURE AND WASHWATER: 1,972,032 gallons of swine manure, 770 ton of beef manure (plus bedding after the first year)

LAND UNDER MANAGEMENT CONTROL AVAILABLE FOR MANURE APPLICATION: 182 acres

LAND AVAILABLE FOR EXPORTING MANURE IN NUTRIENT MANAGEMENT PLAN: 1055 acres

PLANNER: Nate Dewing- NMC-552

STAFF PERSON REVIEWING: Kevin Brown 2031-NMPD

STAFF RECOMMENDATIONS: Approval

NMP APPROVAL DATE:

LAST REVIEW: NA, new

NEXT REVIEW: September 2029