

Lebanon Valley Conservancy, Inc.

770 Cumberland St. Suite A

Lebanon PA 17042

717-273-6400

April 18th, 2022

RA-EPSCROWATERSHEDGR@pa.gov
William Severs, Watershed Manager
Department of Environmental Protection
South-central Regional Office
909 Elmerton Avenue | Harrisburg, PA 17110

Subject: C990000639, Submission of Application for Reimbursement

Application for Reimbursement, Grant Document/Contract Number C990000639, Water Quality Improvement Grant, "**Snitz Creek No. 2, Quittapahilla Watershed**", Lebanon Valley Conservancy, Inc.

Dear Mr. William Severs:

Enclosed please find our Application for Reimbursement report for Snitz Creek No. 2. Report is for the period 03/31/21 to 03/31/22. There were no invoices submitted from 03/31/21 until this Application for Reimbursement since project was on hold. Work Progress Report is under a separate submittal for 1st Quarter 2022.

Report includes the following forms and documents:

- DEP Work Progress Form Report.
- Application for Reimbursement Form-one page for signature
- Application for Reimbursement Form-supplemental sheet
- Invoices and Invoice Accounting for LVC's cost items.

If you have any questions, please contact me at 717 821 2021 or email me.

Sincerely;



Edward B. Gibble

LVC BOD

Work Progress Report (Complete for Each Deliverable – Including those with no activity)

DEP Project Advisor: William Severs Report Period: 01/01/2022 to 03/031/2022

Grantee: Lebanon Valley Conservancy Inc. Document Number: C990000639

Project Name: Snitz Creek No. 2, Quittpahilla Watershed

This Progress Report completed by: (name): Edward Gibble

Deliverable #: 1 Deliverable Title: Snitz Creek Project #2-Design and Permitting

Deliverable % Complete and Status:

Deliverable % complete: 35%. Work on Task 1, Existing Conditions Survey and Base Map, was conducted for verification of sewer locations. Task 2, Hydraulic and Hydraulic Analysis, utilizing HEC-HMS model for peak discharge and calibrated, model to be run. Task 4, Preliminary Design, Profiles and cross sections are being

Deliverable #: 1 continued Deliverable Title: Snitz Creek Project #2-Design and Permitting

Deliverable % Complete and Status:

converted to CAD drawings. Task 6, Prepared wetlands delineation report based on field assessment and photo documentation.

Deliverable #: N/A Deliverable Title: _____

Deliverable % Complete and Status:

Deliverable #: N/A Deliverable Title: _____

Deliverable % Complete and Status:

**If the project has more than four deliverables, this page may be duplicated.

Proposed Activities for Next Quarter: Task 3, complete Field Studies and Design Criteria. Finish Task 2, Hydraulic, Task 4, Preliminary Design, work on Task 6, Local, State and Federal permit Applications.



Invoice Date: 04/18/2022
Invoice No.: 00639-6
Invoice Amount: \$ 23,980.23

APPLICATION FOR REIMBURSEMENT

Grant Program: Growing Greener I SMCRA AMD Water Quality Improvement Projects

(This section completed by Grantee)

Project Title: Snitz Creek No. 2, Quittpahilla Watershed
Document #: C990000639 Vendor #: 758236
Payable To (Grantee): Lebanon Valley Conservancy, Inc
Point of Contact: Edward Gibble Phone Number: 717 821 2021 (cell)
Partner Bank Type (e.g. BN01, BN02, etc.): BN04
Invoice Period (Month, Day, Year): 03/31/2021 to 03/31/2022

EXPENDITURES:

Total Grant Expenditures for this period: \$ 23,980.23

Balance of Working Capital Before this Invoice: \$ -0-
% Funds Expended (DEP Grants Center Will Complete): _____ %

Match Contribution: \$ -0-

AMOUNT OF REIMBURSEMENT:

\$ 23,980.23

All related backup to this invoice is stored in the electronic ESA file for audit purposes.

GRANTEE SIGNATURE:

I declare the above to be a true and accurate statement.

Edward B. Gibble LVC BOD/PM 04/18/22
Signature Title Date

NOTE: REIMBURSEMENT REQUEST WILL NOT BE PROCESSED FOR PAYMENT WITHOUT A PROGRESS REPORT AND SUPPLEMENTAL SHEET.

(This section to be completed by DEP Staff)

Approved by: _____	Recommended Payment: \$ _____
Title: <u>DEP Grants Center Management Staff</u>	Recommended by: _____ <small>Project Advisor Name</small>
Date Approved: _____	Date Recommended: _____

*Limited to state rates unless otherwise noted in agreement

EXPENDITURES: (continued)

G. Other (list)

- 1. None \$ _____
- 2. _____ \$ _____

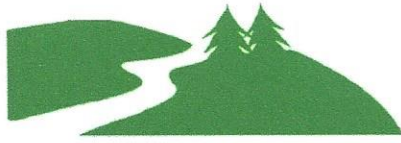
Subtotal: \$ _____

TOTAL GRANT EXPENDITURES: \$ 23,980.23

MATCH CONTRIBUTION:

	CASH	IN-KIND
A. Salaries/Benefits	\$ <u>Not Required</u>	\$ <u>Not Required</u>
B. Travel	\$ _____	\$ _____
C. Equipment/supplies	\$ _____	\$ _____
D. Administrative	\$ _____	\$ _____
E. Contractual Services	\$ _____	\$ _____
F. Construction	\$ _____	\$ _____
G. Other	\$ _____	\$ _____
Subtotal:	\$ _____	Subtotal \$ _____
		Total: \$ _____

EBL 4-18-22



CLEAR CREEKS CONSULTING

1317 Knopp Road, Jarrettsville, Maryland 21084

(410) 692-2164

April 4, 2022

Mr. Ned Gibble
Lebanon Valley Conservancy
752 Willow Street, Suite E
Lebanon, PA 17046

Re: Project – Snitz Creek 2
Invoice # 2022-03

Professional Services rendered from January 31, 2022, through March 31, 2022.

Task	Contract Budget	Percent Complete To Date	Amount this Billing	Amount Billed To Date
1 - Topographic Survey and Base Map Preparation	\$27,111.00	100%	\$3,600.00	\$27,111.00
2 - Hydrologic and Hydraulic Analysis	\$27,600.00	21%	\$5,796.00	\$5,796.00
3 - Field Studies and Design Criteria	\$3,500.00	100%	\$0.00	\$3,500.00
4 - Preliminary Design	\$12,150.00	100%	\$11,773.00	\$12,150.00
5 – Final Design and Construction Documents	\$57,000.00	0%	\$0.00	\$0.00
6 – Local, state & federal permit applications	\$23,778.00	17.9%	\$2,066.70	\$4,275.62
Subtotal	\$151,139.00	35.0%	\$23,235.70	\$52,832.62
Direct Expenses	Included	NA	NA	NA
Total	\$151,139.00	35.0%	\$23,235.70	\$52,832.62

% Complete 35.0%
Total Billed \$52,832.62
Total Remaining \$98,306.38

Total Invoice Amount \$23,235.70

Kindly remit payment to Clear Creeks Consulting at the above address within 30 days of the receipt of this invoice. If you have any questions please call us at (410) 692-2164.

Approved for Payment as soon as payment is received from Application for reimbursement or funds are available.

E.B. Gibble 4-18-22

Lebanon Valley Conservancy, Inc. Note: A new line item, Executive Director, was added to Admin Category by Jineen's review.
Invoice # 6 Project Cost Invoice for Reimbursement ending 03/31/22 Project award: 10/16/2018 GG Grant document number: C990000639
Snitz Creek Project #2 - Design and Permitting (WQIP Along the Mariner East 2 Pipeline) Billing for Period for LVC 4/1/2021 3/31/2022
 Date: 4/18/2022

Category	Task or Item	\$/mon	Units Involved	Description	Billing for Period
			Units	Cost per Unit (Rate)	Grant Request
Salaries/Benefits-Grantee Staff Only	Executive Director		11.20 Hrs	24.64 \$	275.97 \$
Subtotal					
Travel			66.146789	0.545 \$	36.05 \$
Miles					
Meals					
Logging					
Subtotal					
Equipment & Supplies					
Subtotal					
Administration			Months		
Lebanon Valley Conservancy			0	37,5000 \$	
Office rent			0	57,5000 \$	
Printing, copying, postage			0.3120282	39,7400 \$	12.40
Telephone, Internet web			0	46,2500 \$	
Insurance					
Accounting Book Keeper of LVC			17.05	22.40 \$	No \$ maxed out
Executive Director				24.64 \$	420.11
Subtotal					432.51
Contractual					
Contractor Salaries				Previously billed	
Clear Creeks Consulting (Prime Contract)			1	2,000.00 \$	3,600.00
			1	3,500.00 \$	
			1	377.00 \$	11,773.00
			1		
			1	2,208.92 \$	2,066.70
Environmental Planning and Restoration, Inc (Subcontractor #1)			1		
			1	400.00 \$	
			1		
			1		5,796.00
Other Contractual					
Foothills Consulting (Subcontractor #2)			1	21,111.00 \$	
Ellis Lee Hossetter-Audit, IRS & State Filings			0	15.62 \$	
Subtotal					23,235.70
Construction					
Materials					
Labor					
Other					
Subtotal					
Total					23,980.23
Clear Creeks Contractual Total=			1	Salary/Benefits	275.97
LVC amount on total invoice for			2	Travel	36.05
Salary, Admin & Contractual=			3	Equipment & Supp	
			4	Administration	432.51
Total=			5	Contractual	23,235.70
			6	Construction	
			7	Other	
			Total	Total	23,980.23

EBJ
4-18-22

Snitz Creek Project #2 - Design and Permitting (WQIP Along the Mariner East 2 Pipeline-The Lebanon Valley Conservancy-201806207885)

GG Grant document number C990000639 Lebanon Valley Conservancy

Invoice # 6 Ending Date: 3/31/2022

Salary, Admin and Trav 4/18/2022

Employee Name: Laurie Crawford

Hourly Rate: \$ 24.64

Car mileage rate: \$ 0.545

Invoice Period: 4/1/2021 through 3/31/2022

Date	Salary Hrs.	Admin Hrs.	Mileage	
04/05/21		1.50	18	Started getting info for 1st qtr report
04/09/21	1.25			LVC Executive mtg review/action items for grant
04/09/21		3.50	18	Preparing 1st qtr report
04/10/21		1.00		Finalizing 1st qtr report
04/12/21	2.75			LVC BOD Mtg review/action items for grant-- plus Krall's report
04/20/21		3.00	12	Krall Property meeting and plan to get agreement
07/01/21	1.50			LVC Executive mtg review/action items for grant
07/02/21	1.00			LVC BOD Mtg review/action items for grant/Bank
07/06/21	1.25			LVC Executive mtg review/action items for grant
07/07/21		2.00		Preparing 2nd qtr report
07/12/21		4.00	18	Finalizing 2nd qtr report
09/30/21		2.50		Calls on getting info for 3rd Qtr report
10/05/21		2.00		Started getting info for 3rd qtr report
10/07/21	1.25		18	LVC Executive mtg review/action items for grant
10/08/21		3.50	18	Preparing 3rd qtr report
10/12/21	1.75			LVC BOD Mtg review/action items for grant
10/13/21		2.50	18	Finalizing 3rd qtr report
12/30/21		1.00		Calls on getting info for 3rd Qtr report
01/06/22	1.25		18	LVC Executive mtg review/action items for grant
01/08/22	1.00			LVC BOD Mtg review/action items for grant/Bank
01/08/22		2.00		Preparing 4th qtr report
01/13/22	0.75			LVC Executive mtg review/action items for grant
04/05/22		2.00	18	Started getting info for 1st qtr report
04/09/22	1.25			LVC Executive mtg review/action items for grant
04/09/22		3.50		Preparing 1st qtr report
04/15/22		2.50	18	Finalizing 1st qtr report
04/18/22	2.25			LVC BOD Mtg review/action items for grant

Totals for period	17.25	36.50	138	Actual Hours and miles for period
Chargeable hrs.	17.05	11.20	66.15	Billable Hrs of actual because over over run of hrs./miles
Total \$	\$ 420.11	\$ 275.97	\$ 36.05	
Invoice total \$			\$ 732.13	
Hrs			28.25	

Employee Name: Karen Gerhart

Hourly Rate: \$ 22.40

Car mileage rate: \$ 0.545

Invoice Period: 1/21/2021 through 3/31/2021

Date	Salary Hrs.	Admin Hrs.	Mileage	Notes
04/01/21 to		6.00		Accounting for project
03/31/21		3.00		Accounting for project
		8.00		Banking, Invoicing and Accounting for project

Totals for period	0.00	17.00	0.00	
Total \$	\$ -	\$ 380.80	\$ -	
Total hrs			17.00	
Travel \$			\$ -	
Invoice total \$			\$ 380.80	

Snitz Creek Project #2 - Design and Permitting (WQIP Along the Mariner East 2 Pipeline)

TLVC Accounting of Invoices for payment for Snitz 4/15/2021	Date invoice to DEP	Amount Invoiced	Working Capital Provided=	31,818.80	Payments to Clear Creeks to date-->	27,242.12
Clear Creeks invoice #		Amount Invoiced			Project Budget Total	
invoice 1	7/21/2019 \$	26,611.00			Amount Paid by DEP	% complete \$
invoice 2	7/21/2019 \$	631.12			\$26,611.00	Used WC to pay CC, DEP pd LVC on 12/15/20
					\$631.12	
No new invoices to date-on hold since 7/22/19 -7/12/20						
Invoice # 3 for work 6/26/19 through 7/20/19 was received 8/19/19 and not included in above.						
Invoice 3	4/9/2020 \$	2,354.80				
No invoice for 2nd, 3rd & 4th qtr.						
invoice 4 (no invoice from CC, only LVC is submitting admin)						
Invoice 5 (none LVC only)	4/15/2021					
Invoice 6	4/18/2022 \$	23,235.70				
Total				\$ 52,832.62	\$ 151,139.00	35%
TLVC Salary, Administration and Contractual for LVC invoice #						
Invoice 1	7/21/2019 \$	2,692.26				Invoice 1
invoice 2	4/12/2020 \$	754.13				Invoice 2
invoice 3	7/12/2020 \$	1,026.85				Invoice 3
No invoice for 2nd qtr	6/30/2021 \$					
Invoice 4	1/20/2021 \$	2,223.29				Invoice 4
Invoice 5	4/15/2021 \$	513.94				Invoice 5
Invoice 6	4/18/2022 \$	744.53				Invoice 6
Total				\$ 7,955.00	\$ 7,955.00	100%
Grand Total invoiced to DEP as 1/14/2021				\$ 60,787.62	\$ 159,094.00	38%
Totals						
						Invoice 1
						Invoice 2
						Invoice 3
						Invoice 4
						Invoice 5
						Invoice 6
						100%
						\$ 29,934.38
						\$ 3,108.93
						\$ 1,026.85
						\$ 2,223.29
						\$ 513.94
						\$ 23,980.23
						\$ 60,787.62
Notes:						
We will be reimbursed 100% until reaching 85% of total project amount including WC of our billings to DEP. At project close out the remaining 15% will be paid.						
85% of \$ 159,094.00 \$		136,582.20			LVC Remaining=	\$ -
Signed Sales agree with Kralls on 1/4/22 with closing 4/22/22					CC Remaining =	\$ 98,306.38