

Frederick Board Meeting  
January 28, 2022

**APPROVED**

**In attendance:** Supervisors- B. Burch, B. Black, D. Flickinger, R. Myers, S. Hipkins, Associates - B. Ripley, B. Sweeney, P. Spurrier, District Manager - H. Hutchinson, Assistant District Manager - S. Leatherman, Economic Dev. - K. Stevens, R. Tucker.

**Minutes approved by motion:** Black/Burch as presented. All in agreement.

**Treasurer's report approved by motion:** Myers/Burch to accept as filed. All in agreement.

**Joint Urban Checking, Money Market, Ag. Complex Accounts approved by motion:** Myers/Burch as presented. All in agreement.

**Expenses for the month approved by motion:** Black/ Burch. All in agreement.

Checks #3934 thru #3961, Joint Urban Checks #2047 and #2048, Ag. Complex Checks – None.

**OLD BUSINESS:**

1. Hutchinson gave the small pond approval update: MDE is going to host two virtual meetings to go over the small pond MOU. They are considering abandoning the current MOU in favor of making a policy on how small ponds will be reviewed. MDE's OAG advised to proceed in this way rather than have 24 different MOU's. Hutchinson reported the Districts have an option to hire an engineer on contract or consider hiring a part-time engineer as a district employee.
2. Hutchinson presented a copy of the Ag. Complex plat and deed, she said John Falkenstein is trying to meet with SHA to see if the corners are pinned. The Boards decided a survey is not necessary at this time.
3. Hutchinson reported at the SSCC Meeting a presentation was given on the MOA's, 5 Districts have agreements under review and will need to be updated using the new template. The updated template will be sent out in the near future.
4. Hutchinson reported "The Taste of Maryland" program has been rescheduled to March 3<sup>rd</sup>. Hutchinson said she needs to provide a name of who will be attending, Hipkins said he would. The Board asked Hutchinson to attend. There was a **Motion: Burch/Black to purchase a second ticket for Hutchinson to attend.** All in agreement.
5. Hutchinson reminded the Board about the upcoming Sexual Harassment Training coming up March 1<sup>st</sup> from 9:30am to 11:30am at the Washington County Ag. Center.
6. Hutchinson presented the 2' X 3' roadside sign to the Board, the large vinyl sign has not been ordered yet.

**CURRENT BUSINESS**

1. Hutchinson asked about the Election of Officers for 2022. The Board nominations are Hipkins-Chairman, Flickinger-Vice Chairman, Myers-Treasurer and Burch- Assistant Treasurer. All in agreement.
2. Hutchinson asked the Board about nominations for Associates, she said Spurrier is stepping down as of January Board Meeting. There was a **Motion: Black/Burch to make McKeever a year term, Ripley 2-year term and Sweeney a 3-year term.** All in agreement.
3. Hutchinson reported the MASCD Winter Meeting will held virtually on February 10<sup>th</sup> from 9am to 12pm.
4. Hutchinson reported Frederick County Legislative Day is still on for February 12<sup>th</sup> at New Midway Firehall from 9am- 3pm.

5. Hutchinson reported she was contacted by Josh Smith RC&D asking for someone from the Frederick Board to be a representative to RC&D replacing Roger Troxell, Burch said he would volunteer.
6. Hutchinson reported two checks were returned from one engineer and the districts do not have a policy for handling returned check fees. At the Catocin Board Meeting it was suggested to purchase a stamp for the transmittal forms notifying of a \$45.00-dollar charge for any returned checks. There was a **Motion: Myers/Black to purchase a stamp stating any returned checks will be charged \$45.00 dollars. All in agreement**
7. Hutchinson reported Wanda will be out of the office for an undetermined period of time for medical reasons. She proposed hiring someone contractually to fill in for a few months or using a temp agency. There was discussion about temp agencies being expensive and, in some cases, unreliable. Katie Stevens and Becca Tucker said they know of college students looking for work, maybe someone can be hired contractually for a few weeks. Hutchinson will check with the County about using operating funds to pay this position.
8. Hutchinson reported she is working on a write up and reporting for the county budget book but is having difficulty finding examples. Katie Stevens told Hutchinson she would help her with it.

**COMMUNICATIONS:** Hutchinson read a Thankyou letter from the FFA Foundation for the \$500.00-dollar donation.

**CAMMAUF:** No Report

**COMMIITTEE REPORTS: Info/Ed:**

1. Burch presented the 2022 Envirothon Budget.
2. Burch reported the State Envirothon will be a one-day event held in person at Clarksville on June 22<sup>nd</sup>.
3. Burch volunteered to take over the Poster and Coloring Contest, after Spurrier stepping down. Information will be at the February meeting for Burch.
4. Myers said he would present the Scholarship Application at the February Board Meeting.

**Awards:** Flickinger to take Awards Committee. A banquet location for next year needs to be selected. Confer with Catocin to see if they plan to host the joint banquet.

**Legislative:**

1. Black reported he and a group of others met with Congressman Trone at Rocky Point (Chuck Fry) Farm, Black thought he seemed supportive of the Agricultural items they were talking about.
2. Hutchinson reported there is a bill suggesting moving pesticide regulation from MDA and putting under MDE jurisdiction.

**Ag. Complex:** See Old Business #2

**Conservation Plans:** No plans to accept.

**Cooperating Agencies:** Hutchinson reported she received K. Nichols -Extension Report and added to the packet.

**NEXT MONTHLY MEETING:** Wednesday-February 23rd @ 1:30

**Adjournment:** BLACK/MYERS

**Minutes recorded by:** Steve Leatherman.

