

Frederick Board Meeting  
March 23, 2022

APPROVED

**In attendance:** Supervisors- D. Flickinger, B. Black, B. Burch, R. Myers, S. Hipkins, Associates- B. Sweeney, District Manager- H. Hutchinson, Assistant District Manager- S. Leatherman, NRCS-B. Cammauf, RC&D- J. Smith.

**Minutes approved by motion:** Myers/Burch - All in agreement.

**Treasurer's report approved by motion:** Flickinger/Myers as filed - All in agreement.

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

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

Checks #3990 thru #4008, Joint Urban Checks #2052 and #2053, Ag. Complex Checks none.

**OLD BUSINESS:**

1. Hutchinson reported she has only received one application for the Contractual Administrative Specialist Position. The Board suggested setting up an interview first, if that doesn't work out re-advertise. It was suggested advertising on the web-site, Facebook and BEREC.
2. Hutchinson reported on the update of the NRCS-MOA with the District. She added a paragraph about NRCS being responsible for training every 2 years on the 1619 policy and also maintaining the records on who is certified. There was a Motion: Burch/Myers to approve the MOA with Hutchinson's added paragraph. All in agreement.
3. Hutchinson reported that at least one board member needs to have taken the open meeting act training. It is an online training and she suggest everyone take it. Once the training is complete, a certificate of completion can be printed and turned in to Heather to be forwarded to the State Soil Conservation Committee. She will send out the link.
4. Hutchinson reported the out come of Sycamore Ridge SWM Pond. The engineer will provide the As-Built information to MDE and MDE will send a letter documenting receipt. This letter can be sent to the City who can then certify completion of the pond. The District is not able to certify the As-Built because it does not meet 378 standards.
5. Hutchinson reported she has reached out for estimates for workers compensation insurance for the part-time engineering position. She is waiting on quotes. She also contacted the nutrient management program to see if they carried coverage for their interns or if we would need to provide coverage. Hutchinson said Soil Conservation is acting as a payroll service for the nutrient management program at MDA so that they can employ paid interns.
6. Hutchinson reported "The Taste of Maryland" was nice, she met with Rob McAfee and Hans Schmidt about Office space, computers and phones for new staff.
7. Hutchinson reported Catocin Board asked about mileage rate, she checked into FAVR a program through IRS and thinks it is too involved for Soil Conservation. The Board suggested to investigate getting a vehicle.

**CURRENT BUSINESS:**

1. Josh Smith the Executive Director of Western MD RC&D gave his presentation on what RC&D does and current projects they are involved in. He also reported on the list of Staff they employee and what they do. They recently funded Beaver Dam Creek Stream restoration and planted 428 acres of reforestation projects. He reported they are looking for acreage to plant trees preferably 10-acre plots. This is a 15-year agreement with no easement and no cost to the landowner. If you know anyone let RC&D know between now through December.
2. Hutchinson reported on what was discussed at the March 17<sup>th</sup> SSCC Meetings. There were presentation on the Agricultural WIP goals and overall progress. Frederick County is falling behind on planning acres. The

Conowingo WIP goals and the plan to accomplish those was also discussed. The Conowingo plan is not yet finalized.

3. Hutchinson reported she had a Budget Meeting with the County Executive, she explained all Soil Conservation does and the amount of State and Federal Assistance provided to Frederick County Farmers. The County Executive expressed she would like for the District to engage with advocacy groups on behalf of farmers in an effort to help educate. Hutchinson expressed the need for a 3<sup>rd</sup> Urban Plan reviewer and is asking for support. The County approved \$31,000 dollars additional funding for support of an Urban Plan Reviewer. Hutchinson said no positions will be posted until after the budget is complete. She reported she has submitted the job description to the County.
4. Hutchinson reported she was asked to write a letter of support for two Ag. Innovation Grants. One for Dana Garst for a crimper and the second for Stuart Garst for a Drone to spread small seeds like radish and legume into standing crop. It was reported there could be possibly a field Day. There was a Motion: Myers/Burch to approve the Innovation Letter. Flickinger sustain from voting-All others in agreement.
5. Hutchinson reported she gave a presentation about what the District is doing to support regenerative Ag. to the Healthy Soils Frederick work group on March 16<sup>th</sup>.
6. Hutchinson reported Catoctin Board asked about the thoughts of combined Board Meetings, after some discussion Frederick Board asked if Catoctin would change their Meeting schedule to Wednesday afternoon and possibly somewhere in Frederick?
7. Hutchinson reported on the buffer Initiative, the Districts had 7 applications for 5 farms to install Stream Buffers, 4 grass Buffers and 3 tree Buffers.
8. Hutchinson presented an Ag. Exemption Extension for Denny McGlaughlin on the Rickard Farm. There was a Motion: Burch/Myers to approve the Ag. Exemption Extension for 6 months with the stipulation he gets a notice of intent NOI from MDE. All in agreement.
9. Burch asked about updating the Website.

**COMMUNICATIONS:** Hutchinson reported she received a request from Farm Bureau for a donation towards Ag. Safety Camp. There was a Motion: Flickinger/Myers to approve \$200 dollars. All in agreement.

**CAMMAUF:** See copy attached

**COMMITTEE REPORTS: Info/Ed:**

1. Burch reported High Tunnels from Frostburg Grows are being dismantled and repurposed and checking to see if some can be obtained for the Sabillasville Charter School.
2. Hutchinson reported the Scholarship information is on Facebook, it will be in the paper next week and is posted on the Website.
3. Request letters for Envirothon sponsorship have been mailed.

**Awards:** No Report

**Legislative:** No Report

**Ag. Complex:** No Report.

**Conservation Plans:** Accept by Motion: Burch/Myers to accept plans. All in agreement.

**Cooperating Agencies:**

Extension Service is having interviews for an Ag. Agent on 3/24/22.

K. Nichols Extension Report included in packet.

**NEXT MONTHLY MEETING:** Wednesday- April 27th @ 1:30 @ Thurmont Grange Hall.

**Adjournment:** Flickinger

Minutes recorded by : Steve Leatherman

