

Frederick SCD Board Meeting  
August 24, 2022

APPROVED

**In attendance:** Supervisors – D. Flickinger, B. Burch, R. Myers, S. Hipkins. Associates – B. Sweeney. District Manager – H. Hutchinson, Asst DM – S. Leatherman, NRCS. - B. Cammuf, Extension - M Townsend, ED - B Tucker

Meeting conducted by D. Flickinger, Vice Chairman

**Minutes approved by motion:** Flickinger/Myers as amended. All in agreement. Current business #15 add the word building in front of lease.

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

**Financial Report Statements approved by motion:** Myers/Flickinger – All in agreement.

**Expenses to be paid for the month approved by motion:** Myers/Flickinger – All in agreement.

Checks #4107 thru #4124, Joint urban checks #2069. Ag. complex checks-None.

**OLD BUSINESS:**

1. Hutchinson reported the SSCC met in closed session in July to discuss the merger process. They decided to hold off on developing a petition until they hear an expressed interest from both boards in pursuing the merger. She asked what the board felt about the merger. They felt it is time to move forward with the merger.
2. Hutchinson reported she is still waiting on the workman's compensation policy. Each board will need their own policy. She has not heard back from the insurance company.
3. Hutchinson reported the Frederick & Catocin SCD logo will be put on the county vehicle Thursday.
4. Hutchinson asked Myers if he would pick up the fruit basket from Catocin Mountain Orchard and take it to MASCD. He agreed to pick it up. She also asked Burch about the wine basket. He is going to deliver it to the office on Friday. These items are to be donated and auctioned off at the MACSD summer meeting to support the endowment fund.

**CURRENT BUSINESS:**

1. Hutchinson reported the Urban Technician position has been offered and accepted. Through the process, she learned that the county's environmental compliance division has advertised a position with similar responsibilities and the same qualification requirements as the District Urban Technician, however the starting salary is \$4.00/hour higher than what was approved by HR or the District Urban position. She contacted HR and they advised that an emergency reclassification can be requested to adjust the salary, but the position would have to be re-advertised if the reclassification was done prior to hiring. It was decided to hold off until the position is filled, then do the emergency reclassification. Hutchinson is hoping the applicant can start on August 29<sup>th</sup>, but not sure if the county process will be completed by then:
2. Hutchinson reported the Soil Conservation Coordinator position was reclassified from a grade 6 to a grade 9 with a starting salary of \$49,931. It is a full time, 40 hours/week position. Heather submitted the request for an emergency reclassification. HR is finalizing things on their end, and the position will be posted soon.
3. Hutchinson reported she met with the county about transitioning to electronic plan submission. The meeting was specifically about fees. It will be easy to build the \$100 submission and resubmission fees. They will need to work with another division to work on final approval fees.
4. Hutchinson reported setting up for the fair will be at 3:00 PM on Thursday September 15<sup>th</sup> and take down will be on Saturday September 24<sup>th</sup> at 9:00 PM. Hutchinson will have parking and entry vouchers for those wanting to man the information booth. Some tickets will be reserved for staff to help during the day. Hutchinson will make a schedule for board members.

5. Invitations have been sent out for the Smart Farm Tour. Those who plan to attend will need to register for the event.
6. Hutchinson asked the board about hosting the 2023 MASCD Summer Meeting Auction. There was a motion (Myers/Flickinger) to do the auction along with Catoclin District. All in agreement
7. Hutchinson reported Burch and Myers will be working this winter on a reimbursement policy for the boards. Until then, expense reports will be brought to the boards for approval.
8. Hutchinson gave an update on the cover crop program. There were 168 applications totaling 48,782 acres. For comparison, 2021 closed out at 155 applications totaling 30,782 acres.
9. Nothing to report on weekly staff meetings.
10. Hutchinson presented annual MD Farm Bureau dues to the board. There was a motion (Myers/Burch) to pay the dues. All in agreement.
11. Hutchinson reported she needs to order a computer for the Urban Technician.
12. Hutchinson presented an Ag Exemption request from Denny McGlaughlin. The board tabled their decision until the enforcement issues are resolved.

Cammauf: Distributed written report (copy for file)- See copy attached

1. Cammauf gave an update on the building lease. A package has been sent to the building manager for approval.

#### COMMITTEE REPORTS:

1. Burch reported RC&D will be holding a meeting at MASCD.
2. Burch reported Montgomery County placed 2<sup>nd</sup> in National Envirothon Competition.
3. Burch gave an update on Sabillasville Environmental School.

#### COMMUNICATIONS:

1. Howard SCD banquet will be held on September 15<sup>th</sup> at 5:30 PM at Pin Oaks Winery; cost \$15/person
2. Thank you note was received from Wanda for her retirement gift.
3. Thank you note was received from Farm Safety camp.
4. Hutchinson reported the County Executive is asking for suggestions about any issues that may need to be resolved through State Legislation.

CONSERVATION PLANS: Accepted by Motion: Myers/Flickinger. All in agreement.

Cooperating Agencies:

1. Extension: M. Townsend handed out his monthly report. He mentioned he is planning to do trainings this Fall: NM and pesticide.
2. Economic Development: B. Tucker reported they are in the midst of the feasibility study, there will be two informational meetings held at the fairgrounds during fair week to raise awareness about the proposed project. The meetings will be held from 11:00 am – 12:00 pm on September 20<sup>th</sup> and 21<sup>st</sup>. The study should be completed in April or May.
3. Tucker reported the Fertilizer payment program has been raised from \$20.00/acre to \$25.00/acre. There were 120 applications for 79,000 acres.
4. Washington County Extension: B. Sweeney expressed his concern that cover crop applications were turned down if the nutrient management plan was not current at the time of sign up.

Adjournment – Motion to adjourn Burch/Myers – All in agreement.

**Next Meeting:** Tuesday 9/27/22 at 10:30 at SCD office.

Minutes recorded by: Steve Leatherman

*Steve Leatherman*